



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

AGENDA AND MATERIAL

COMMITTEE OF THE WHOLE MEETING

TUESDAY, FEBRUARY 8, 2011

7:00 P.M.

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

8:30 p.m. Timed In Camera Item

A. ROUTINE MATTERS

1. Opening Prayers – Trustee O’Leary -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Approval of Minutes of the Committee of the Whole Meeting of January 18, 2011 A5

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee
 - 1.1 Unapproved Minutes of the Policy Committee Meeting of January 25, 2011 C1.1
 - 1.2 Policy Development C1.2
2. Holy Childhood Association 2010-2011 C2
3. Partnership Between Niagara Catholic and Salesio Catholic Elementary School, South Korea C3
4. Collaborative Inquiry for Learning Mathematics Implementation Student Achievement K - 12 C4
5. Elementary and Secondary School Year Calendars – 2011-2012 C5
6. Catholic Leadership: Principal and Vice-Principal Selection 2011 C6
7. Staff Development Department Professional Development Opportunities C7

- | | |
|-----------------------------------|------|
| 8. Monthly Updates | |
| 8.1 Capital Projects Update | C8.1 |
| 8.2 Senior Staff Good News Update | - |
| 8.3 Student Senate Update | |

D. INFORMATION

- | | |
|---|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – January 25, 2011 | D1.1 |
| 1.2 Calendar of Events – February 2011 | D1.2 |
| 1.3 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m. | - |
| 1.4 Trustee & Senior Staff Faith Formation Retreat – February 24, 2011 – Mount Carmel | - |
| 1.5 OCSTA AGM - April 28 - 30, 2011 | - |

E. OTHER BUSINESS

- | | |
|--|-------|
| 1. General Discussion to Plan for Future Action | |
| 1.1 OCSTA Strategic Planning Retreat 2011 – Trustee Consultation | E.1.1 |

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE MEETING
OF JANUARY 18, 2011**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of January 18, 2011, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, JANUARY 18, 2011

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 18, 2011, 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 Vice-Chairperson Charbonneau.

2. Roll Call

Vice-Chairperson Charbonneau noted that Chairperson Burtnik and Trustees Fera and Nieuwesteeg asked to be excused from the Committee of the Whole Meeting of January 18, 2011.

Trustee	Present	Absent	Excused
Rhianon Burkholder	✓		
Kathy Burtnik			✓
Maurice Charbonneau	✓		
Frank Fera			✓
Fr. Paul MacNeil	✓		
Ed Nieuwesteeg			✓
Ted O'Leary	✓		
Dino Sicoli	✓		
Student Trustees			
Shelby Levesque	✓		
Patrick Fowler	✓		

The following staff were in attendance:

John Crocco, Director of Education; **Yolanda Baldasaro**, **Rob Ciarlo**, **Lee Ann Forsyth-Sells**, **Frank Iannantuono**, Superintendents of Education; **Larry Reich**, Superintendent of Business & Financial Services; **James Woods**, Controller of Plant; **Khayyam Syne**, Administrator of Staff Development; **Mark Lefebvre**, Administrator of School Effectiveness; **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 January 18, 2011, as presented.

CARRIED

4. Disclosure of Interest

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

5. Minutes of the Committee of the Whole Meeting of December 7, 2010

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 7, 2010, as presented.

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee

1.1 Unapproved Minutes

Policy Committee Meeting – December 21, 2010

Moved by Trustee Burkholder

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of December 21, 2010, as amended to note Trustee Sicoli as a Policy Committee member and not Trustee Burkholder.

CARRIED

1.2 Approval of Policies

1.2.1 Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)

Trustees discussed at length the Catholic Leadership: Principal and Vice-Principal Selection Policy, as recommended by the Policy Committee. Interest in having a Trustee representative on the Interview Committee was expressed.

Director Crocco provided information from the Ministry of Education, the School Board Governance Act, and the Ontario Catholic School Trustees' Association which supported the recommendation of the Policy Committee for the consideration of Trustees. Following a defeated vote on the motion to recommend approval to the Board, the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2) will be referred the January Policy Committee meeting.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as presented.

DEFEATED

1.2.2 Catholic School Councils Policy (800.1)

Moved by Trustee Burkholder

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Catholic School Councils Policy (800.1), as presented.

CARRIED

1.2.3 Complaint Resolution Policy (800.3)

Trustee Sicoli raised a question regarding the section of the Complaint Resolution Policy that refers to a complaint filed against the Director of Education, and Executive Council being in a position to determine if the appeal will be heard by the Board.

The Director of Education stated that in that situation, the Director would declare a conflict of interest with the matter and not participate in any decisions being made.

Moved by Trustee O'Leary

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Complaint Resolution Policy (800.3), as presented.

CARRIED

1.3 Policy Development Update

Director Crocco presented the Policy Development Update.

2. Niagara Catholic's Best Practice Submission Using Ontario Catholic School Graduate Expectations (OCSGE) for the Institute of Catholic Education

Yolanda Baldasaro, Superintendent of Education, welcomed Terri Pauco, Religious Education and Family Life Consultant, who presented the report on Niagara Catholic's Best Practice Submission Using Ontario Catholic School Graduate Expectations (OCSGE) for the Institute of Catholic Education.

Ms. Pauco stated that Catholic school boards in Ontario provided examples of best practices of the Ontario Catholic School Graduate Expectation to the Institute of Catholic Education (ICE). ICE reviewed and accepted two submissions for the Provincial Catholic Best Practice Collection – the Virtues Education Model Poster, *Becoming Beatitude People*, and the Religion – Literacy Mentor Text lesson template and lesson based on the picture book, *Coming Home* by Max Lucado.

3. Niagara Catholic Early Years to Grade 2 Collaborative Inquiry Update Student Achievement K-12

Mark Lefebvre, Administrator: School Effectiveness, introduced Kendall Cappellazzo, Early Years Primary Consultant, Jill Ferneyhough, Reading Recovery Teacher Leader, and Dana Sacco, FD-ELKP Literacy Coach. Ms. Cappellazzo presented the report on the Niagara Catholic Early Years to Grade 2 Collaborative Inquiry Update - Student Achievement K-12.

Ms. Cappellazzo stated that this Program focuses on reducing the gap between males and females through explicit reading strategy instruction.

4. **Student Voice Initiative**

Superintendent Baldasaro presented the report on the Student Voice Initiative. Trustees were informed that this Initiative is part of the Ministry of Education's engagement strategy to seek student input on what helps strengthen their engagement in learning and ensures all voices are heard.

5. **Catholic School Councils' Parent Reaching Out Grants 2010-2011**

Superintendent Forsyth-Sells presented the Catholic School Councils' Parent Reaching Out Grants 2010-2011 report. Trustees were informed that the Niagara Catholic District School Board has received PRO Grants for 32 schools to a total of \$28,493.00, and that as per the requirements of the PRO Grants, schools will complete their projects by June 30th, 2011 and will submit a report for the project by August 31st, 2011 to the Ministry of Education.

6. **Additional and Alterations to St. Mark Catholic Elementary School Awarding of Construction Contract**

James Woods, Controller of Plant, presented the report on the Additional and Alterations to St. Mark Catholic Elementary School – Awarding of Construction Contract.

Moved by Trustee Sicoli

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the award of a construction contract to Aldor Builders Limited, for the addition and alterations to St. Mark Catholic Elementary School.

CARRIED

7. **Staff Development Department Professional Development Opportunities**

Khayyam Syne, Administrator of Staff Development, presented the report on the Staff Development Department Professional Development Opportunities for information.

Mr. Syne informed Trustees that under the Ministry of Education's "Building Futures" Program, teachers are selected every year from across the province who are recent graduates of the new Teacher Induction Program (NTIP), to make presentations to College of Education Faculty and Teacher candidates on their teaching and interview experiences.

Andrew Chase, graduate of the Niagara Catholic District School Board, and currently a teacher at Saint Paul Catholic High School, gave a sample of his presentation to Trustees that he will be delivering at Brock University on Wednesday, January 19, 2011. He spoke of his many positive experiences as a student in the Niagara Catholic District School Board and how the exemplary educational and faith-based programs, along with dedicated teachers inspired him to become a Catholic school teacher.

8. **Establishment of an Audit Committee**

Larry Reich, Superintendent of Business and Financial Services, presented the report on the Establishment of an Audit Committee. Mr. Reich stated that the Ministry of Education requires the establishment of an Audit Committee by every school board in the Province of Ontario by January 31, 2011.

The composition of the Audit Committee is prescribed by Regulation 361/10 and is based on the number of trustees. The Niagara Catholic District School Board has eight (8) Trustees, and therefore, the Audit Committee of the Board will consist of five (5) members, including three (3) Board Trustees and two (2) persons who are not Board members.

Director Crocco informed Trustees that the advertisement for the two non-Board members are in two editions of all local newspapers and on the Board website.

9. **Monthly Updates**

9.1 **Capital Projects Progress Report**

James Woods, Controller of Plant, presented the Capital Projects Progress Report.

9.2 **Student Trustees' Update**

Shelby Levesque, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

9.3 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Baldasaro

- The 'Fatima Falcons' won First Place out of 55 teams from across Ontario in the Robot Performance Category of the Lego/Robotics Competition. The Competition was held in Oshawa on Saturday, January 15th, 2011.

Controller of Plant Woods

- St. Gabriel Catholic Elementary School won the 2010 Waste Free Lunch Challenge, which is a program sponsored by the Recycling Council of Ontario in partnership with Metro Ontario (Food Basics). A \$1,000 prize was received to be used for school based environmental projects.

Director of Education Crocco

- Trustees were provided with a promotional newspaper ad highlighting various aspects of the system. The ad was published in the local newspapers.
- Director Crocco spoke of the great success of the Niagara Catholic 1st Annual Baby Day.

D. INFORMATION

1. **Trustee Information**

1.1 **Spotlight on Niagara Catholic – December 21, 2010**

Director Crocco presented the Spotlight on Niagara Catholic – December 21, 2010 issue for Trustees' information.

1.2 **Calendar of Events – January 2011**

Director Crocco presented information on the Calendar of Events – January 2011.

1.3 **January Board Meeting – Tuesday, January 25, 2011**

Director Crocco reminded Trustees that the January Board Meeting will be held on Tuesday, January 25, 2011.

1.4 Bishop's Gala – January 28, 2011 – Club Italia

Director Crocco reminded Trustees of the 8th Annual Bishop's Gala being held on January 28, 2011 at Club Italia in Niagara Falls. Trustees were informed that tickets could be purchased through Sherry Morena, Corporate Services & Communications Department.

Trustees were informed that seating arrangements would be emailed to them a couple of days prior to the Gala and that photographs would be taken at 6:15 that evening in the foyer at Club Italia.

1.5 BEC - 2011 Annual Partners Breakfast - February 11, 2011 - 7:30 - 10:00 a.m.

Director Crocco presented information on the BEC - 2011 Annual Partners Breakfast – being held February 11, 2011 from 7:30 to 10:00 a.m. A table has been reserved for Trustees and Catholic Education Centre staff. Trustees were asked to confirm their attendance with Linda Marconi by Friday, January 21, 2011.

1.6 Trustee & Senior Staff Faith Formation Retreat – February 24, 2011

Director Crocco presented information on the Trustee & Senior Staff Faith Formation Retreat being held February 24, 2011 at 5:00 p.m. with Bishop Gerard Bergie.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

F. BUSINESS IN CAMERA

Moved by Trustee Burkholder

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 8:40 p.m. and reconvened at 8:55 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Burkholder

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of January 18, 2011.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Sicoli

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 November 9, 2010, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

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 B: Student Trustees Excluded held on November 9, 2010. as presented.

CARRIED (Item F3)

H. ADJOURNMENT

Moved by Trustee Burkholder

THAT the January 18, 2011 Committee of the Whole Meeting be adjourned.

CARRIED

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

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 18, 2011.**

Approved on the **8th** day of **February 2011.**

Maurice Charbonneau
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary-Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: POLICY COMMITTEE
UNAPPROVED MINUTES
JANUARY 25, 2011**

RECOMMENDATION

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of January 25, 2011, as presented.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, JANUARY 25, 2011

Minutes of the Policy Committee Meeting held on Tuesday, January 25, 2011 at 4:00 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:00 p.m. by Committee Chairperson Nieuwesteeg.

1. *Opening Prayer*

The meeting was opened with a prayer.

2. *Attendance*

Committee Members:

Ed Nieuwesteeg, Committee Chairperson

Kathy Burtnik, Trustee

Dino Sicoli, Trustee

Trustees:

Rhianon Burkholder, Trustee

Maurice Charbonneau, Trustee

Father Paul MacNeil, Trustee

Ted O'Leary, Trustee

Staff:

John Crocco, Director of Education

Frank Iannantuono, Superintendent of Education

Lee Ann Forsyth-Sells, Superintendent of Education

Larry Reich, Superintendent of Business & Financial Services

Jennifer Brailey, Manager of Corporate Services & Communications Department

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

3. *Approval of Agenda*

Moved by Trustee Burtnik

THAT the December 21, 2010 Policy Committee Agenda be approved, as presented.

APPROVED

4. **Minutes of the Policy Committee Meeting of December 21, 2010**

Moved by Trustee Sicoli

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of December 21, 2010, as presented.

APPROVED

5. **Policies**

ACTION REQUIRED

POLICIES – REFERRED FROM THE COMMITTEE OF THE WHOLE

5.1 **Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2) (Review)**

Director Crocco presented the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), which was deferred from the January 18, 2011 Committee of the Whole Meeting for further review. For the consideration of the Policy Committee, the Director provided information from the Ministry of Education, the School Board Governance Act, survey results from all Catholic Boards in Ontario, legal opinions from Board Solicitors which all confirmed the position of the Policy and Administrative Guidelines as it relates to the interview and selection process of Principals and Vice-Principals.

Trustees discussed at length the Catholic Leadership: Principal and Vice-Principal Selection Policy as it related to an expressed interest, by some Trustees, to have a Trustee representative on the Interview Committee.

Trustee Burtnik suggested the following addition, in italics, to the Policy Statement: Individuals aspiring to Catholic leadership positions within the Niagara Catholic District School Board shall possess the qualifications required by Education Statutes and Regulations of Ontario, *as well as those established by the Board*. The Board will ensure that individuals appointed to positions of responsibility as Principals and Vice-Principals possess all of the qualifications, experience and necessary skills to perform this role.

The Director recommended the addition of the following statement to the Policy: “Prior to the commencement of the Principal and Vice-Principal Selection process, the Director of Education will review and seek input from the Board of Trustees on the selection process, skill set and profile of a Catholic Principal and Vice-Principal within the Niagara Catholic District School Board.”

The Policy Committee will revisit the Catholic Leadership: Principal and Vice-Principal Selection Policy in one year’s time as part of the annual review process.

Moved by Burtnik

THAT the Policy Committee recommend that the Niagara Catholic District School Board approve the Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), as amended.

APPROVED

POLICIES – VETTED

5.2 Purchasing/Supply Chain Management Policy (600.1)

Larry Reich, Superintendent of Business and Financial Services, presented the amendments to the Purchasing/Supply Chain Management Policy (600.1). He informed Trustees that the Ministry of Education has issued new directives which need to be incorporated into the Policy. It is therefore being recommended the Purchasing/Supply Chain Management Policy (600.1) be referred back to staff. The revised Policy will be presented at an upcoming Policy Committee Meeting.

Moved by Trustee Burtnik

THAT the Policy Committee approve that the Purchasing/Supply Chain Management Policy (600.1), be referred back to staff.

APPROVED

5.3 Trustee Expenses Policy (100.13)

Superintendent Reich presented the Trustee Expenses Policy (100.13). He informed Trustees that the Ministry of Education has issued new directives which need to be incorporated into the Policy. It is therefore being recommended the Trustee Expenses Policy (100.13) be referred back to staff. The revised Policy will be presented at an upcoming Policy Committee Meeting.

Moved by Trustee Burtnik

THAT the Policy Committee approve that the Trustee Expenses Policy (100.13), be referred back to staff

APPROVED

POLICIES – PRIOR TO VETTING

5.4 Niagara Catholic Parent Involvement Committee Policy (800.7)

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Niagara Catholic Parent Involvement Committee Policy (800.7).

Trustees discussed the Policy and made the several recommendations to the Policy Statement and Administrative Guidelines.

The Policy will be vetted and presented at the March 29, 2011 Policy Committee Meeting.

5.5 Records Management Policy (600.2)

Director Crocco presented amendments to the Records Management Policy (600.2). Jennifer Brailey, Manager of Corporate Services & Communications Department, elaborated on the amendments and spoke to the purpose of the Policy.

The Policy will be vetted and presented at the March 29, 2011 Policy Committee Meeting.

POLICIES – BEING RECOMMENDED FOR DELETION

5.6 Trustee Conference & Travel Policy (100.2)

Superintendent Reich informed Trustees that the Trustee Conference & Travel Policy (100.2) is not being recommended for deletion until the Trustee Expenses Policy (100.13), is approved by the Board.

5.7 Trustee Travel Expenses Policy (100.3)

Superintendent Reich informed Trustees that the Trustee Travel Expenses Policy (100.3) is not being recommended for deletion until the Trustee Expenses Policy (100.13), is approved by the Board.

INFORMATION

5.8 Policies Being Vetted

- Nutrition Policy (Vetting until February 11, 2011)

5.9 Policy and Guideline Review 2010-2011 Update

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

5.10 Policy Development Update

Director Crocco presented the Policy Development Update.

6. Date of Next Meeting

Tuesday, February 22, 2011 – 4:30 p.m.

7. Adjournment

The meeting adjourned at 6:55 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

TOPIC: POLICY DEVELOPMENT UPDATE

The Policy Development Update
is presented for information.

Prepared by: John Crocco, Director of Education

Presented by: John Crocco, Director of Education

Date: February 8, 2011



**REPORT TO THE COMMITTEE OF THE WHOLE
FOR THE MONTH OF FEBRUARY 2011
POLICY DEVELOPMENT UPDATE**

Background Information

The Policy Development Update for the month of February 2011 is submitted for the information of Trustees.

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

POLICIES BEING DEVELOPED/REVIEWED		DUE DATE			APPENDIX
		PC	CW	BD	
POLICIES BEING DEVELOPED					
1	Environmental Education	Winter 2010	Winter 2010	Winter 2010	B
2	Self-Identification of Aboriginal Students (301.9)	Winter 2010	Winter 2010	Winter 2010	C
3	Growing Success	Spring 2011	Spring 2011	Spring 2011	D
POLICIES BEING REVIEWED					
4	Assignment of Principals & Vice-Principals (202.1)	Winter 2010	Winter 2010	Winter 2010	E
5	Community Use of Schools (800.2)	Winter 2010	Winter 2010	Winter 2010	F
6	Dress Code - Safe Schools (302.6.6)	Winter 2010	Winter 2010	Winter 2010	G
7	Educational Field Trips (400.2)	Winter 2010	Winter 2010	Winter 2010	H
8	Fundraising (301.4)	Spring 2011	Spring 2011	Spring 2011	I
POLICIES/VETTED AND BEING VETTED					
1	Complaint Resolution (800.3)	Feb. 2011	Mar. 2011	Mar. 2011	
2	Education-Based Research (800.5) <i>(previously Research Projects)</i>	Feb. 2011	Mar. 2011	Mar. 2011	
3	Nutrition (302.7)	Feb. 2011	Mar. 2011	Mar. 2011	
4	Niagara Catholic Parent Involvement Committee (800.7)	Mar. 2011	Apr. 2011	Apr. 2011	
5	Purchasing/Supply Chain Management (600.1)	Mar. 2011	Apr. 2011	Apr. 2011	
6	<i>(previously Purchasing of Goods & Services)</i>				
7	Trustee Expenses (100.13)	Mar. 2011	Apr. 2011	Apr. 2011	
8	Records Management (600.2)	Mar. 2011	Apr. 2011	Apr. 2011	
POLICIES BEING PRESENTED TO THE BOARD					
NIL					

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

The Policy Development Update is presented for information.

Prepared by: John Crocco, Director of Education
 Presented by: John Crocco, Director of Education
 Date: January 18, 2011

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

STATEMENT OF POLICY

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

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

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

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

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

ADMINISTRATIVE GUIDELINES

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

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

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

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

VETTING

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

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

Policy Issued: October 27, 1998

Policy Revised: April 27, 2010

Guidelines Issued: October 27, 1998

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



POLICY DEVELOPMENT UPDATE

NEW

For the Month of February 2011

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE																																												
Name of Policy	Environmental Education Policy	<table border="1"> <tr> <td>Policy #</td> <td colspan="2">Initiated by</td> </tr> <tr> <td>N/A</td> <td>Board</td> <td></td> </tr> <tr> <td>Issued</td> <td>Director</td> <td></td> </tr> <tr> <td>N/A</td> <td>Admin. Council</td> <td></td> </tr> <tr> <td>Revised</td> <td>Ministry of Education</td> <td></td> </tr> <tr> <td>N/A</td> <td></td> <td></td> </tr> </table>	Policy #	Initiated by		N/A	Board		Issued	Director		N/A	Admin. Council		Revised	Ministry of Education		N/A																										
Policy #	Initiated by																																											
N/A	Board																																											
Issued	Director																																											
N/A	Admin. Council																																											
Revised	Ministry of Education																																											
N/A																																												
Intent of Policy	The Ministry of Education has suggested that Boards develop an Educational Environment Policy.																																											
Resource	James Woods, Controller of Plant																																											
Distribution of Vetting <table border="0" style="width: 100%;"> <tr> <td>Trustees</td> <td><input checked="" type="checkbox"/></td> <td>OECTA Occasional</td> <td><input checked="" type="checkbox"/></td> <td>PIC/Regional Cath. School Council</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Director</td> <td><input checked="" type="checkbox"/></td> <td>CUPE</td> <td><input checked="" type="checkbox"/></td> <td>S.E.A.C.</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Superintendents</td> <td><input checked="" type="checkbox"/></td> <td>Managers/Supervisors</td> <td><input checked="" type="checkbox"/></td> <td>Bishop</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Principals/V-Principals</td> <td><input checked="" type="checkbox"/></td> <td>Student Services</td> <td><input checked="" type="checkbox"/></td> <td>Pastors</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Curriculum Support Staff</td> <td><input checked="" type="checkbox"/></td> <td>Principals/V-Principals Council</td> <td><input checked="" type="checkbox"/></td> <td>Board Solicitor</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>OECTA Elementary</td> <td><input checked="" type="checkbox"/></td> <td>Non-Unionized Staff</td> <td><input checked="" type="checkbox"/></td> <td>Student Senate</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>OECTA Secondary</td> <td><input checked="" type="checkbox"/></td> <td>Catholic School Council Chairs</td> <td><input checked="" type="checkbox"/></td> <td>Others</td> <td><input checked="" type="checkbox"/></td> </tr> </table>			Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>	Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>	Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>	Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>	Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>	OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>	OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>																																							
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STEP 2 – DRAFT POLICY REVIEW																																												
Stakeholders	Date of Notification to Committee of the Whole	Sept. 2010																																										
Administrative Council	Date of Draft Policy Reviewed	Winter 2010																																										
Trustees	Date Draft Policy Sent to Trustees	Winter 2010																																										
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days																																										
Stakeholders	Date of Draft Policy Reviewed	Winter 2010																																										
Policy Committee	Date of Draft Policy Reviewed	Jan. 2011																																										
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010																																										
Board	Date of Policy Approved	Winter 2010																																										
COMMENTS																																												
<p>Recommendation from the Ministry of Education for Boards to develop standards for relationships between school buildings and a) users, b) site and c) greater environment with respect to design, construction, operation, maintenance and protection.</p>																																												
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)																																												
<p>The Policy will be submitted to the Policy Committee pending the receipt of the regulations to the Student Achievement - School Board Governance Act.</p>																																												



POLICY DEVELOPMENT UPDATE

NEW

For the Month of February 2011

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE																																												
Name of Policy	Self-Identification of Aboriginal Students Policy	<table border="1"> <tr> <td>Policy #</td> <td colspan="2">Initiated by</td> </tr> <tr> <td>309.1</td> <td>Board</td> <td></td> </tr> <tr> <td>Issued</td> <td>Director</td> <td></td> </tr> <tr> <td>N/A</td> <td>Admin. Council</td> <td>✓</td> </tr> <tr> <td>Revised</td> <td>Ministry of Education</td> <td></td> </tr> <tr> <td>N/A</td> <td></td> <td></td> </tr> </table>	Policy #	Initiated by		309.1	Board		Issued	Director		N/A	Admin. Council	✓	Revised	Ministry of Education		N/A																										
Policy #	Initiated by																																											
309.1	Board																																											
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Resource	Yolanda Baldasaro, Superintendent of Education																																											
Distribution of Vetting <table border="0" style="width: 100%;"> <tr> <td>Trustees</td> <td><input checked="" type="checkbox"/></td> <td>OECTA Occasional</td> <td><input checked="" type="checkbox"/></td> <td>PIC/Regional Cath. School Council</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Director</td> <td><input checked="" type="checkbox"/></td> <td>CUPE</td> <td><input type="checkbox"/></td> <td>S.E.A.C.</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Superintendents</td> <td><input checked="" type="checkbox"/></td> <td>Managers/Supervisors</td> <td><input type="checkbox"/></td> <td>Bishop</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Principals/V-Principals</td> <td><input checked="" type="checkbox"/></td> <td>Student Services</td> <td><input checked="" type="checkbox"/></td> <td>Pastors</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Curriculum Support Staff</td> <td><input checked="" type="checkbox"/></td> <td>Principals/V-Principals Council</td> <td><input checked="" type="checkbox"/></td> <td>Board Solicitor</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>OECTA Elementary</td> <td><input checked="" type="checkbox"/></td> <td>Non-Unionized Staff</td> <td><input type="checkbox"/></td> <td>Student Senate</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>OECTA Secondary</td> <td><input checked="" type="checkbox"/></td> <td>Catholic School Council Chairs</td> <td><input checked="" type="checkbox"/></td> <td>Others</td> <td><input checked="" type="checkbox"/></td> </tr> </table>			Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>	Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>	Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>	Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>	Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>	OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>	OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
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STEP 2 – DRAFT POLICY REVIEW																																												
Stakeholders	Date of Notification to Committee of the Whole	2008																																										
Administrative Council	Date of Draft Policy Reviewed	Winter 2010																																										
Trustees	Date Draft Policy Sent to Trustees	Winter 2010																																										
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days																																										
Stakeholders	Date of Draft Policy Reviewed	Winter 2010																																										
Policy Committee	Date of Draft Policy Reviewed	Winter 2010																																										
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COMMENTS																																												
<p>As per recommendations outlined in the Ministry of Education Ontario First Nation, Metis and Inuit Education Policy Framework and Building Bridges to Success for First Nation, Metis and Inuit Students.</p>																																												
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)																																												
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POLICY DEVELOPMENT UPDATE

NEW

For the Month of February 2011

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE																																												
Name of Policy	Growing Success Policy	<table border="1"> <tr> <td>Policy #</td> <td colspan="2">Initiated by</td> </tr> <tr> <td>N/A</td> <td>Board</td> <td></td> </tr> <tr> <td>Issued</td> <td>Director</td> <td></td> </tr> <tr> <td>N/A</td> <td>Admin. Council</td> <td></td> </tr> <tr> <td>Revised</td> <td>Ministry of Education</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>N/A</td> <td></td> <td></td> </tr> </table>	Policy #	Initiated by		N/A	Board		Issued	Director		N/A	Admin. Council		Revised	Ministry of Education	<input checked="" type="checkbox"/>	N/A																										
Policy #	Initiated by																																											
N/A	Board																																											
Issued	Director																																											
N/A	Admin. Council																																											
Revised	Ministry of Education	<input checked="" type="checkbox"/>																																										
N/A																																												
Intent of Policy	To support the assessment, evaluation, and reporting on student achievement of all students in Niagara Catholic schools.																																											
Resource	Lee Ann Forsyth-Sells, Superintendent of Education																																											
Distribution of Vetting <table border="0" style="width: 100%;"> <tr> <td>Trustees</td> <td><input checked="" type="checkbox"/></td> <td>OECTA Occasional</td> <td><input checked="" type="checkbox"/></td> <td>PIC/Regional Cath. School Council</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Director</td> <td><input checked="" type="checkbox"/></td> <td>CUPE</td> <td><input checked="" type="checkbox"/></td> <td>S.E.A.C.</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Superintendents</td> <td><input checked="" type="checkbox"/></td> <td>Managers/Supervisors</td> <td><input checked="" type="checkbox"/></td> <td>Bishop</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Principals/V-Principals</td> <td><input checked="" type="checkbox"/></td> <td>Student Services</td> <td><input checked="" type="checkbox"/></td> <td>Pastors</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>Curriculum Support Staff</td> <td><input checked="" type="checkbox"/></td> <td>Principals/V-Principals Council</td> <td><input checked="" type="checkbox"/></td> <td>Board Solicitor</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>OECTA Elementary</td> <td><input checked="" type="checkbox"/></td> <td>Non-Unionized Staff</td> <td><input checked="" type="checkbox"/></td> <td>Student Senate</td> <td><input checked="" type="checkbox"/></td> </tr> <tr> <td>OECTA Secondary</td> <td><input checked="" type="checkbox"/></td> <td>Catholic School Council Chairs</td> <td><input checked="" type="checkbox"/></td> <td>Others</td> <td><input checked="" type="checkbox"/></td> </tr> </table>			Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>	Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>	Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>	Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>	Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>	OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>	OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>																																							
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STEP 2 – DRAFT POLICY REVIEW																																												
Stakeholders	Date of Notification to Committee of the Whole	Sept. 14, 2010																																										
Administrative Council	Date of Draft Policy Reviewed	Winter 2010																																										
Trustees	Date Draft Policy Sent to Trustees	Winter 2010																																										
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days																																										
Stakeholders	Date of Draft Policy Reviewed	Winter 2010																																										
Policy Committee	Date of Draft Policy Reviewed	Winter 2010																																										
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010																																										
Board	Date of Policy Approved	Winter 2010																																										
COMMENTS																																												
This Policy will address the issues of: a) the lower limit of the range of percentage marks below 50 percent for Grades 9 to 12 b) late and missed assignments and c) cheating and plagiarism.																																												
b)																																												



POLICY DEVELOPMENT UPDATE

For the Month of February 2011

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



POLICY DEVELOPMENT UPDATE

For the Month of February 2011

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Community Use of Schools Policy (800.2)				
Resource	James Woods, Controller of Plant				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	May 2010			
Administrative Council	Date of Draft Policy Reviewed	Winter 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					



POLICY DEVELOPMENT UPDATE

For the Month of February 2011

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Dress Code - Safe Schools Policy (302.6.6)				
Resource	Frank Iannantuono, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	Nov. 2010			
Administrative Council	Date of Draft Policy Reviewed	Winter 2010			
Trustees	Date Draft Policy Sent to Trustees	Winter 2010			
	Date Draft Policy Due From Trustees	Winter 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Winter 2010			
Policy Committee	Date of Draft Policy Reviewed	Winter 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Winter 2010			
Board	Date of Policy Approved	Winter 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					



POLICY DEVELOPMENT UPDATE

For the Month of February 2011

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



POLICY DEVELOPMENT UPDATE

For the Month of February 2011

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Fundraising Policy (301.4)				
Resource	Larry Reich, Superintendent of Business & Financial Services				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input checked="" type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input checked="" type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	June 2010			
Administrative Council	Date of Draft Policy Reviewed	Spring 2011			
Trustees	Date Draft Policy Sent to Trustees	Spring 2011			
	Date Draft Policy Due From Trustees	Spring 2011 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Spring 2011			
Policy Committee	Date of Draft Policy Reviewed	Spring 2011			
Committee of the Whole	Date of Draft Policy Reviewed	Spring 2011			
Board	Date of Policy Approved	Spring 2011			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
<p> </p>					

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

TOPIC: HOLY CHILDHOOD ASSOCIATION 2010-2011

The report on the
Holy Childhood Association 2010-2011
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mary Lou Vescio, Vice-Principal, St. Alexander Catholic Elementary School

Presented by: Yolanda Baldasaro, Superintendent of Education
Mary Lou Vescio, Vice-Principal, St. Alexander Catholic Elementary School

Approved by: John Crocco, Director of Education

Date: February 8, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FEBRUARY 8, 2011

HOLY CHILDHOOD ASSOCIATION 2010-2011

BACKGROUND INFORMATION

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

Niagara Catholic District School Board elementary schools have supported the Holy Childhood Association for the last 26 years. This year, 40 elementary schools participated in the Holy Childhood Walkathons in an effort to raise money for various countries in *Africa, South America and Asia*. The walkathons were conducted through October and early November and raised \$20,000.

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

The schools of the Niagara Catholic District School Board have raised over \$584,000 since we began our involvement in 1984.

The types of projects that will be funded in aforementioned countries include: nursery schools; childcare centres and orphanages; literacy programs; food programs; skills development (e.g. sewing, carpentry, cooking); scholarships/bursaries for needy children (e.g. tuition, school supplies, uniform); medical assistance; nutrition programs; catechetical programs; child catechetical leadership training seminars and retreats; construction of schools and/or classrooms.

Appreciation is extended to all students, staff, families and community partners who supported the Walkathons in our local school communities.

The report for the Holy Childhood Association 2010-2011 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mary Lou Vescio, Vice-Principal, St. Alexander Catholic Elementary School

Presented by: Yolanda Baldasaro, Superintendent of Education
Mary Lou Vescio, Vice-Principal, St. Alexander Catholic Elementary School

Approved by: John Crocco, Director of Education

Date: February 8th, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: PARTNERSHIP BETWEEN NIAGARA CATHOLIC AND
SALESIO CATHOLIC ELEMENTARY SCHOOL
SOUTH KOREA**

The report on the
Partnership between Niagara Catholic and
Salesio Catholic Elementary School, South Korea
is presented for information.

Prepared by: Santo Scala, Principal Adult and Continuing Education
Fred Wilson, Supervisor International Education

Presented by: Santo Scala, Principal Adult and Continuing Education
Fred Wilson, Supervisor International Education

Presented by: John Crocco, Director of Education

Date: February 8, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FEBRUARY 8TH, 2011

PARTNERSHIP BETWEEN NIAGARA CATHOLIC AND SALESIO CATHOLIC ELEMENTARY SCHOOL, SOUTH KOREA

BACKGROUND INFORMATION

In accordance with the Niagara Catholic Vision 2020 Strategic Plan, specifically the Strategic Directions of Building Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education and Advancing Student Achievement coupled with the Enabling Strategy of Building Partnerships and Schools as Hubs, Niagara Catholic has entered into a partnership agreement with Salesio Catholic Elementary School in South Korea through our Adult and Continuing Education Department.

Niagara Catholic continues to explore various international experiences for all students. Last year, students participated in the inaugural Niagara Catholic International Co-operative Education Program in Guatemala with students and staff participating in the same program in Dominica this coming fall, 2011.

In alignment with Niagara Catholic's Vision 2020 Strategic Plan, discussions are currently taking place with various educational colleagues in South Korea to explore a variety of enriching educational experiences and opportunities for students and staff of Niagara Catholic.

In November of this year, Fred Wilson, Supervisor of International Education, participated in an International Student Recruitment Fair organized by the Canadian Embassy in Seoul, South Korea. As part of that trip, Mr. Wilson met with various partners who have had dialogue with Niagara Catholic administrative staff and in the spring of 2010 met with the Director of Education.

During Mr. Wilson's trip, he had the opportunity to meet Sister Yonghee Park, Principal of Salesio Catholic Elementary School in Gwang-Ju, in the southern province of Jeonla-Do, South Korea. Salesio Catholic School, operated by the Salesio Sisters, has an enrolment of more than 600 students in their Grade 1 to 6 school, with similar student enrolment in the middle-school and the high school. Discussions took place on a variety of possible opportunities for South Korean students to study in Niagara Catholic elementary schools, Youth ESL Summer Program and teacher training TESL Program.

With three (3) students currently studying in Niagara Catholic this winter, Sister Park traveled to Niagara for a twelve (12) day visit in late January. During her visit with Niagara Catholic, Sister Park met with the Director of Education, Senior Staff and members of the Adult and Continuing Education Department.

During her visit, Sister Park had an opportunity to spend time with three (3) of her students who are participating in Niagara Catholic's Winter Integration Program; visit a number of schools in Niagara Catholic; stay with a host family; participate in a mass at the Cathedral of St. Catherine of Alexandria in St. Catharines; visit with Fr. Paul MacNeil at St. Ann Church in Fenwick; meet Salesio Sisters in Toronto all while residing with a local Niagara Catholic host family. The entire experience provided Sister Park with a first hand experience of Niagara Catholic and our international integration program.

(Appendix A)

Currently Niagara Catholic has thirty-one (31) secondary students and fifteen (15) elementary students from South Korea studying in our schools, of which eleven (11) are currently participating in the Winter Integration Program at Mother Teresa Catholic, St. Ann Catholic (SC), St. Anthony Catholic and St. Michael Catholic Elementary Schools. The presence of international students enriches a better understanding between cultures, provides opportunities for local and global community development, and enhances stronger relationships thus furthering dreams of a richer and a more fulfilling future for our students.

Recognizing the opportunity provided by our faith based education for both Niagara Catholic and Salesio Catholic School, a Memorandum of Understanding (Appendix B) was developed and signed by Director of Education John Crocco and Sister Park for Salesio Catholic Elementary School. The Memorandum of Understanding outlines the willingness to develop programs for students and teachers both within Niagara Catholic and in South Korea.

We will continue to inform the Board on the development of our international partnerships as we continue to develop relationships which foster enriching opportunities for students and staff and recognizes Niagara Catholic as an international hub for learning.

As part of this report, a visual presentation will be made highlighting Mr. Wilson's trip to Salesio Catholic in South Korea and Sister Park's visit to Niagara Catholic.

The report on Partnership between Niagara Catholic and Salesio Catholic
Elementary School, South Korea is presented for information.

Prepared by: Santo Scala, Principal Adult and Continuing Education
Fred Wilson, Supervisor International Education

Presented by: Santo Scala, Principal Adult and Continuing Education
Fred Wilson, Supervisor International Education

Approved by: John Crocco, Director of Education

Date: February 8th, 2011

*Attached Appendix A – Agenda for Sister Park
Appendix B – Memorandum of Understanding*

Schedule of activities/meetings for Korean Principal, Sister Y. Park

January 11 – 24, 2011

Tuesday, January 11

1:00 am *Arrival in St. Catharines from Pearson International Airport*

Wednesday, January 12

10:15 am *Meet and greet Sister Park and Skyvision agent at St. John Centre*

11:15 am *Welcome meeting at the Director's Office*

1:00 pm *Lunch at Korean restaurant, St. Catharines*

3:30 pm *Meet Korean students at SJC during ESL class*

Thursday, January 13

1:00 pm *Visit and tour of St. Ann Elementary, St. Catharines*

2:00 pm *Visit and tour of Mother Teresa*

6:30 pm *Sr. Park to be picked up for 2 host family visits*

Friday, January 14

1:00 pm *Visit and tour of Holy Cross Catholic Secondary School guided by
Korean Grade 12 student Alex Lee*

Saturday, January 15

9:00 am *Trip to Niagara Falls with visiting students for sightseeing activity*

Sunday, January 16

AM *Church – St. Catharines of Alexandria Cathedral*

PM *Tour with agent*

Monday, January 17

8:30 am *Full morning at St. Ann Elementary, St. Catharines*

3:30 pm *Meet Korean students at SJC during ESL class*

Tuesday, January 18

8:45 am *Spend morning in adult ESL class at SJC*

12:30 pm *Spend afternoon in adult ESL class*

Wednesday, January 19

8:30 am Full morning at Mother Teresa Elementary
3:30 pm Meet Korean students at SJC during ESL class

Thursday, January 20

Work day requested by Sister Park
5:30 pm Hospitality dinner for Sister Park

Friday, January 21

Work day requested by Sister Park
5:30 pm Accompany students on "Bowling Activity"

Saturday, January 22

9:30 am Trip to Toronto for sightseeing and shopping
Sister Park to stay in Toronto to visit with Salesian Sisters

Sunday, January 23

Morning Leave Toronto after morning mass
3:30 pm Meet with Father Paul MacNeil for tea and tour of St. Ann Parish

Monday, January 24

9:30 am Follow-up and closing meeting at CEC with Director of Education
Signing of MOU
3:30 pm Sr. Park to meet Korean students before departing (SJC)
5:30 pm Last dinner with host family
8:00 pm Departure to Pearson International Airport – Toronto

MEMORANDUM OF UNDERSTANDING

BETWEEN

Niagara Catholic District School Board, ONTARIO, CANADA

AND

Salesio Elementary School, SOUTH KOREA

Preamble

The Niagara Catholic District School Board, Ontario, CANADA, and the Salesio Catholic Elementary School, SOUTH KOREA, share a common interest in pursuing cultural and academic opportunities for students and teachers from South Korea and Canada leading to increased cultural sensitivity and understanding of each others' school systems and ways of life.

Through dialogue and carefully planned exchange ventures, the proposed partnership may develop over time through the undertaking of various projects. Opportunities may include short-term school integration programs, full year visa student programs, student exchanges, teacher training and professional development, mentorship programs, and teacher/instructor placement in South Korea.

Nature of this Non-Binding Statement of Intent

This non-binding memorandum of understanding is a "Statement of Intent" and is not meant to be a legally enforceable agreement. As such, it does not give rise to any legal obligations, but rather describes the actions that the Niagara Catholic District School Board and the Salesio Elementary School intend to cooperate with each other in the development of programs for students and teachers. This partnership will continue to exist as long as both parties agree to cooperate. Either party is free to withdraw from this agreement if it no longer wishes to collaborate with the other party. The activities for exchange and program development shall be discussed and agreed upon before the commencement of any specific program.

Financial arrangements will be cooperatively developed for each specific project. All activities will be subject to a review process.

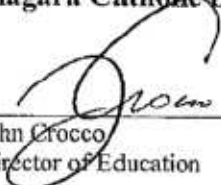
Supporting Agency

The Niagara Catholic District School Board and the Salesio Catholic Elementary School will work with Skyvision Academy as the facilitator agency to:


- ✓ Help detail and finalize any project between both parties and assist in the collection of fees specifically and only pertaining to a program developed between the Niagara Catholic District School Board and to the Salesio Elementary School.
- ✓ Assist the parties in this project in creating an action plan in order to commence the cooperative venture involving the Niagara Catholic District School Board and the Salesio Catholic Elementary School.

Authorized Signatures

Niagara Catholic District School Board, Ontario, Canada

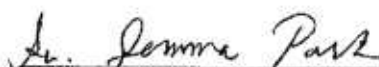


 John Crocco
 Director of Education

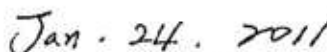


 Date

Salesio Catholic Elementary School, South Korea



 Sister Younghee Park
 Elementary Division Principal



 Date

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: COLLABORATIVE INQUIRY FOR LEARNING MATHEMATICS
IMPLEMENTATION - STUDENT ACHIEVEMENT K - 12**

The report on Collaborative Inquiry for Learning Mathematics Implementation
Student Achievement K – 12, is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Janice Barretto-Mendonca, Consultant: Junior Division

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Janice Barretto-Mendonca, Consultant: Junior Division

Approved by: John Crocco, Director of Education

Date: February 8, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FEBRUARY 8th, 2011

COLLABORATIVE INQUIRY FOR LEARNING MATHEMATICS IMPLEMENTATION STUDENT ACHIEVEMENT K - 12

BACKGROUND INFORMATION

Collaborative Inquiry for Learning Mathematics (CIFLM) is a structure that establishes conditions through which students construct their own mathematical thinking. The Niagara Catholic District School Board has participated in this Ministry initiative for three years. It began as a Ministry pilot project. Three Niagara Catholic elementary schools, St. Denis Catholic, St. Gabriel Lalemant Catholic and St. Mary Catholic (W) schools partnered with a local school from the co-terminus board. In the second year, Niagara Catholic continued independently, with seven additional schools participating in the inquiry project. Second year schools supported new entrants. Finally, in term one of our third year, a hub structure has been implemented so that four (4) hubs have supported over 20 elementary schools in the CIFLM process.

The CIFLM engages students to learn new mathematical concepts through problem solving. The lesson takes place in three distinct parts: activation, working on an assigned task and consolidation. The problems are rich, based in real-world contexts. These tasks are open-ended in that there are multiple solutions and avenues of approach. Job-embedded professional development for teachers and students happens concurrently. Teacher observation and analysis of student work occurs in real-time as students are engaged in a problem-solving lesson in their own classroom.

Teachers are pleased with the active learning and opportunity to dialogue with their peers. The Niagara Catholic hub model allows for each school to host a network group session, modeling and co-teaching lessons for the entire network of participating teachers. Each modeled and co-taught lesson allows the teacher group to revisit the structure of the three (3) part lesson and refine the process to gain a deeper understanding of the components.

Over the past three (3) years, Niagara Catholic has had a Junior focus with the CIFLM initiative, based on EQAO data trends. This year, additional time and resources have been provided for schools to extend the learning to the entire elementary staff by using the expertise developed in the Junior division.

The Student Achievement Department is dedicated to building mathematics capacity in both our teachers and Principals. Teacher resources have been purchased and sent to participating CIFLM schools. Throughout the school year, the Professional Activity day and after-school in-services have been dedicated to provide professional development in the area of number sense and numeration to move teachers from a procedural to a conceptual understanding of mathematics.

The report on Collaborative Inquiry for Learning Mathematics Implementation,
Student Achievement K-12 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Janice Barretto-Mendonca, Consultant: Junior Division

Presented by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator: School Effectiveness Framework
Janice Barretto-Mendonca, Consultant: Junior Division

Approved by: John Crocco, Director of Education

Date: February 8th, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: ELEMENTARY AND SECONDARY SCHOOL YEAR
CALENDARS 2011-2012**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Elementary and Secondary School Year Calendars 2011-2012, as presented.

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

Presented by: Frank Iannantuono, Superintendent of Education/Human Resources

Recommended by: John Crocco, Director of Education

Date: February 8, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FEBRUARY 8th, 2011

ELEMENTARY AND SECONDARY SCHOOL YEAR CALENDARS – 2011-2012

BACKGROUND INFORMATION

The *Education Act, Regulation 304 - School Year Calendar, Professional Activity Days* outlines the requirements and timelines for preparing and submission of school year calendars to the Ministry of Education for approval.

For the 2011-2012 school year calendar, there are 196 possible school days between September 1st, 2011 and June 30th, 2012. Within this total, elementary and secondary schools must have a minimum of 194 school days of which two (2) days must be designated as professional activity days to focus on provincial education priorities and up to four (4) extra days that may be designated by the Board as professional activity days. Secondary schools may have a maximum of ten (10) instructional days as examination days. The remaining school days shall be instructional days.

Consultation Process

The 2011-2012 School Year Calendar Committee met on November 11th, 2010 and on January 26th, 2011, to discuss and review the draft calendar and the consultation process.

Members of the 2011-2012 School Year Calendar Committee are:

Frank Iannantuono	Superintendent of Education and Committee Chair
Yolanda Baldasaro	Superintendent of Education
Heather Pyke	Niagara Catholic Parent Involvement Committee
Marie Balanowski	Niagara Elementary Unit of OECTA - President
Patricia Vernal	Niagara Elementary Unit of OECTA
Scott McAvoy	Niagara Secondary Unit of OECTA - President
Elizabeth Davey	Elementary Principal
Joseph Zaroda	Secondary Principal
Khayyam Syne	Administrator of Staff Development
Mark Lefebvre	Administrator of School Effectiveness
Marcel Jacques	Administrator of Student Support Services
David Pihach	Administrator of Student Success

The extensive consultation process provided the elementary and secondary draft calendars to all Elementary and Secondary Principals, Vice-Principals, Catholic School Council Chairs, Niagara Catholic Parent Involvement Committee, S.E.A.C., OECTA Elementary and Secondary Presidents, CUPE President, Student Achievement Departments and the Student Senate for feedback by January 21st, 2011.

Simultaneously, there has been on-going consultation with the co-terminous Board to achieve a similar school year calendar, where possible.

Summary of the Attached Calendars

Attached to this Committee of the Whole Report are:

- Proposed Elementary School Year Calendar for 2011-2012
- Proposed Secondary School Year Calendars for 2011-2012

Highlights of the Proposed School Year Calendars for 2011-2012

Professional Activity Days

In accordance with the *Education Act, Regulation 304 - School Year Calendar*, the following six (6) days have been identified as Professional Activity Days.

Elementary Professional Activity Day

Thursday, September 1st, 2011
Friday, October 7th, 2011
Friday, January 20th, 2012
Friday, May 18th, 2012
Friday, June 8th, 2012
Friday, June 29th, 2012

Secondary Professional Activity Days

Thursday, September 1st, 2011
Friday, October 7th, 2011
Tuesday, January 31st, 2012
Friday, May 18th, 2012
Thursday, June 28th, 2012
Friday, June 29th, 2012

Secondary Examination Days

Semester 1 – Tuesday, January 24th, 2012 to Monday, January 30th, 2012
Semester 2 – Thursday, June 21st, 2012 to Wednesday, June 27th, 2012

Board and Civic Holidays:

Labour Day	Monday, September 5 th , 2011
Thanksgiving Day	Monday, October 10 th , 2011
Christmas Break	Monday, December 26 th , 2011 to Friday, January 6 th , 2012
March Break	Friday, March 9 th to Friday, March 16 th , 2012 (ten month employees only)
Good Friday	Friday, April 6 th , 2012
Easter Monday	Monday, April 9 th , 2012
Victoria Day	Monday, May 21 st , 2012
Canada Day	Sunday, July 1 st , 2012

To comply with the timelines outlined in *Regulation 304 - School Year Calendar*, school boards are required to submit Board approved **regular** school year calendars to the Ministry of Education by May 1st, 2011 and Board approved **modified** school year calendars to the Ministry of Education by March 1st, 2011.

Based on feedback from the consultation process, discussions with the School Year Calendar Committee, Senior Administrative Council, Principals and Vice-Principals and our coterminous board, the modified 2011-2012 Elementary and Secondary School Year Calendar is submitted for approval.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Elementary and Secondary School Year Calendars for the 2011-2012 school year.

Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Recommended by: John Crocco, Director of Education

Date: February 8th, 2011

Board Name:

Niagara CDSB (B37156)

Calendar Title

Panel

Calendar Type

Date Created

[2011-83631] Elementary

Elementary

Modified

Nov 27, 2010

Start of School Year

End of School Year

Status

Sep 01, 2011

Jun 29, 2012

Draft

Description:

Modified

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA	Instr	Exam				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	days	days	days				
August	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31						0	0	0	
September			1	2		5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	1	18	0				
October	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31						1	19	0			
November		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30						0	22	0	
December			1	2		5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	0	17	0				
January	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				1	16	0				
February		1	2	3		6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29						0	20	0	
March			1	2		5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	0	16	0				
April	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30					0	19	0				
May		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31						1	21	0
June				1		4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	2	19	0				
July	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				0	0	0				
Total																										6	188	0				

Board Name

Niagara CDSB (B67156)

Calendar Title

[2011-81761] Secondary

Panel

Secondary

Calendar Type

Modified

Date Created

Oct 03, 2010

Start of School Year

Sep 01, 2011

End of School Year

Jun 29, 2012

Status

Draft

Description

Modified

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA days	Instr days	Exam days			
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F						
August	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31						0	0	0
September				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30				1	19	0
October	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31						1	19	0		
November	1	2	3	4	5	8	9	10	11	12	14	15	16	17	18	21	22	23	24	25	28	29	30				0	22	0		
December				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30				0	17	0
January	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				1	11	5			
February		1	2	3	4	7	8	9	10	11	13	14	15	16	17	20	21	22	23	24	27	28	29				0	20	0		
March			1	2	3	6	7	8	9	10	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30				0	16	0
April	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30						0	19	0		
May	1	2	3	4	5	8	9	10	11	12	14	15	16	17	18	21	22	23	24	25	28	29	30	31				1	21	0	
June				1	2	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29				2	14	5
July	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31				0	0	0			
Total																										6	178	10			

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: CATHOLIC LEADERSHIP: PRINCIPAL AND VICE-PRINCIPAL
SELECTION 2011**

The report on
Catholic Leadership: Principal and Vice-Principal Selection 2011
is presented for information.

Prepared by: John Crocco, Director of Education
Frank Iannantuono, Superintendent of Education/Human Resources

Presented by: John Crocco, Director of Education
Frank Iannantuono, Superintendent of Education/Human Resources

Approved by: John Crocco, Director of Education

Date: February 8, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FEBRUARY 8th, 2011

CATHOLIC LEADERSHIP: PRINCIPAL AND VICE-PRINCIPAL SELECTION 2011

BACKGROUND INFORMATION

In compliance with the Niagara Catholic District School Board Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2), *“Prior to the commencement of the Principal and Vice-Principal Selection process, the Director of Education will review and seek input from the Board of Trustees on the selection process, skill set and profile of a Catholic Principal and Vice-Principal within the Niagara Catholic District School Board.”*

As stated within the Administrative Guidelines, Principals and Vice-Principals within Niagara Catholic “are the central figures within the leadership of the Niagara Catholic District School Board representing the mission and vision on a daily basis within each school community and on a system-wide basis. The Principal is key to a quality Catholic school. The quality of a Principal's leadership is affected by the vision, knowledge, competence and personal qualities of the person who holds that position. The principal's leadership is a blend of educational skill, management skill and relationship-building, which is able to move others to perform well and to grow spiritually and professionally. Foremost among the attributes required must be a commitment and dedication to the mission and vision of Catholic education, and a willingness to accept responsibility from the Catholic community and to exercise Catholic leadership within this community. Personal faith commitment is a fundamental criterion for leadership in Catholic education. This commitment will be evident in the candidate's involvement within their community and/or parish.”

A Principal and Vice-Principal in Niagara Catholic demand a qualified educator who is a person of faith, vision, commitment and leadership. Throughout the stages of the selection process, evidence of strength in the following areas will be sought as stated within the Leadership Framework for Catholic Principals and Vice-Principals as developed by the Catholic Principals Council of Ontario (CPCO) and the Institute for Educational Leadership;

- Catholic Faith, Community and Culture
- Setting Directions
- Building Relationships and Developing People
- Developing the Organization
- Leading the Instructional Program
- Securing Accountability

Selection Process 2011

In compliance with the Administrative Guidelines of the Principal and Vice-Principal Selection Policy, the following are the qualifications required at the time of application; excluding those currently in the position of Vice-Principal and those in the Principal and/or Vice-Principal Pool.

Principals

1. Religious Education Qualifications
Part III Specialist of the O.E.C.T.A./O.C.S.T.A. Religion course or
OR
Four full graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.
OR
Part II of the O.E.C.T.A./O.C.S.T.A. Religion course and two graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.
2. Ontario School Principal's Qualifications Part I and Part II as per Ontario Regulation 184/97 under the Ontario College of Teachers' Act.
3. Part II of the Special Education qualifications as per the Ontario College of Teacher Qualifications.
4. A minimum of seven years of successful teaching and/or administrative experience in Catholic education – five years as a teacher and two years in some position of responsibility in education (i.e. Vice-Principal).
5. A participating member of a Catholic community as attested by a parish priest.
6. A positive recommendation from the candidate's Principal and an appropriate Superintendent of Education.
7. Successful Vice-Principal Performance Appraisal (if applicable).
8. Successful participation in the Board's Administrative Internship Program or an equivalent leadership program.

Vice-Principals

1. Part II of the O.E.C.T.A./O.C.S.T.A. Religion course
OR
Four full graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.
OR
Part I of the O.E.C.T.A./O.C.S.T.A. Religion course and two graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic university.
2. Ontario School Principal's Qualifications Part I and Part II as per Ontario Regulation 184/97 under the Ontario College of Teachers' Act.
3. Part I of the Special Education Course will be required prior to assuming the position.
4. Vice-Principal candidates are required to have:
A minimum of five/ year's successful teaching and/or acceptable related experience in at least two different divisions (Primary, Junior, Intermediate, or Senior)
5. A positive recommendation from candidate's principal and an appropriate Superintendent of Education.
6. A participating member of a Catholic community as attested by a parish priest.

7. Successful participation in the Leadership Identification Program or an equivalent leadership program.

As noted within the Administrative Guidelines, those currently in the position of Vice-Principal and/or in the Principal and Vice-Principal Administrative Pools with the Niagara Catholic District School Board will be grandfathered in the application and assignment process only and will be required to obtain the necessary qualifications as per revised Administrative Guidelines, within 2 years (no later than September 2013). Further, the Administrative pools will run from the time of entry to the end of the school year in which it expires

Interim Qualifications for current Vice-Principals and Administrative Pool Candidates

Current Vice-Principals and candidates in an Administrative pools will be required to have the following qualifications in this interim period preceding September 1st, 2011:

Principals: Elementary and Secondary

- Principals' Qualifications-Part 1 and II of the Principal's Qualification Program.
- 5 years successful teaching experience or acceptable related experience at two different divisions (Primary, Junior, Intermediate, Senior).
- Part II of the OECTA/OCSTA Religion course
- Part I Special Education

Vice-Principals: Elementary and Secondary

- Principals' Qualifications-Part 1 and II of the Principal's Qualification Program.
- 5 years successful teaching experience or acceptable related experience at two different divisions (Primary, Junior, Intermediate, Senior).
- Part II of the OECTA/OCSTA Religion course
- Part I Special Education

Niagara Catholic District School Board Application Process

Interested applicants will be required to provide;

1. A completed Niagara Catholic Application for Administrative Position
2. A written pastoral reference (within the current school year).
3. A one-page statement of philosophy of Catholic Education which outlines past experiences and examples of personal commitment to Catholicism.
4. The names addresses and telephone numbers of five references from the applicant's current or previous work environment.
5. A current written professional reference from the applicant's immediate supervisor or supervisor from the previous year as requested on the application form.
6. Evidence of preferred qualities/experiences relating to leadership experiences and professional growth initiatives as requested on the application form.
7. A current copy of the candidate's Ontario Certificate of Qualification (OCT).
8. A copy of the most recent Performance Appraisal.
9. A copy of the Annual Growth Plan.

Timelines

The following timelines for the selection of Elementary and Secondary Principal and Vice-Principal Pool candidates is as follows;

Date	Event
February 8 th , 2011	Information report to the Board on the timeline process, skill set and profile of Catholic Principals and Vice-Principals
February 9 th , 2011	The Niagara Catholic Human Resources Department will advertise the Elementary and Secondary Principal and Vice-Principal Posting (Appendix A) through a Communications Notice to all staff; posting on the Board website; advertising in the Globe and Mail and Jobs in Education.
March 10 th , 2011	Completed applications are due to Human Resources Department by 4:00 p.m.
March 21 st , 2011	The Superintendent of Human Resources, in consultation with Senior Administrative Council, shall review all qualified applications to determine which applicants shall proceed in the selection process
March 30 th , 2011	Applicants who have not previously participated in a Skills Assessment Program may be required to do so prior to the interview.
April 4 th to 15 th , 2011	Interviews for Principals and Vice-Principal Candidates
April 18 th , 2011	Senior Administrative Council will review the results of the Interview Process, Skills Assessment and Track Record information in the formulation of a recommendation to be submitted to the Director of Education.
April 26 th , 2011	Information Report to April Board Meeting on Placement of successful candidates in Principal and Vice-Principal Pool.
May 24 th , 2011	Information Report to May Board Meeting on Elementary and Secondary Principal and Vice-Principal Appointments and Assignments for 2011-2012

Skill Set and Profile

As confirmed in the preamble of this information report, in accordance with the Policy and Administrative Guidelines, we will seek the following Skill Set and Profile for Niagara Catholic Elementary and Secondary Principal and Vice-Principals.

- Commitment and dedication to the mission and vision of Catholic education
- Willingness to accept responsibility from the Catholic community and to exercise Catholic leadership within this community
- Personal faith commitment
- Involvement within their community and/or parish

- Catholic vision
- Catholic leadership
- Knowledge
- Competence
- Personal qualities
- Educational skill
- Management skill
- Relationship-building

A Principal and Vice-Principal in Niagara Catholic require a qualified educator who is a person of faith, vision, commitment and leadership. Throughout the stages of the Principal and Vice-Principal Selection Process, evidence of strength in the following areas will be sought in accordance with the provincial Leadership Framework for Catholic Principals and Vice-Principals.

- Catholic Faith, Community and Culture
- Setting Directions
- Building Relationships and Developing People
- Developing the Organization
- Leading the Instructional Program
- Securing Accountability

The Board of Trustees is invited to provide the Director of Education with input on the timeline process, skill set and profile of a Catholic Principal and Vice-Principal Selection 2011 as provided within this information report.

The Report on Catholic Leadership: Principal and Vice-Principal Selection 2011
is presented for information.

Prepared by: John Crocco, Director of Education
Frank Iannantuono, Superintendent of Education/Human Resources

Presented by: John Crocco, Director of Education
Frank Iannantuono, Superintendent of Education/Human Resources

Approved by: John Crocco, Director of Education

Date: February 8th, 2011

Appendix A: Posting for Niagara Catholic Elementary and Secondary Principals and Vice-Principals



PRINCIPALS – ELEMENTARY & SECONDARY

The Niagara Catholic District School Board is establishing a pool of Principals at the elementary and secondary level and invites applications from qualified candidates.

In accordance with the Catholic Leadership: Principal and Vice-Principal Selection Policy and Administrative Guidelines, we will seek the following Skill Set and Profile for Niagara Catholic Elementary and Secondary Principal and Vice-Principals.

- Commitment and dedication to the mission and vision of Catholic education
- Willingness to accept responsibility from the Catholic community and to exercise Catholic leadership within this community
- Personal faith commitment
- Involvement within their community and/or parish
- Catholic vision
- Catholic leadership
- Knowledge
- Competence
- Personal qualities
- Educational skill
- Management skill
- Relationship-building

In compliance with the Administrative Guidelines of the Catholic Leadership: Principal and Vice-Principal Selection Policy, the following are the qualifications required at the time of application; excluding those currently in the position of Vice-Principal with the Niagara Catholic District School Board and those in the Principal Pool with the Niagara Catholic District School Board.

QUALIFICATIONS

The following qualifications are required at the time of application:

- Religious Education Qualifications
Part III Specialist of the OECTA/OCSTA Religion course
OR
Four (4) full graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic University.
OR
Part II of the OECTA/OCSTA Religion course and two (2) graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic University.
- Ontario School Principal's Qualifications Part I and Part II as per Ontario Regulation 184/97 under the Ontario College of Teachers' Act.
- Part II of the Special Education qualifications as per the Ontario College of Teacher Qualifications.
- A minimum of seven (7) years of successful teaching and/or administrative experience in Catholic education – five (5) years as a teacher and two (2) years in some position of responsibility in education; i.e., Vice-Principal.
- A participating member of a Catholic community as attested by a parish priest.
- A positive recommendation form the candidate's Principal and an appropriate Superintendent of Education.
- Successful Vice-Principal Performance Appraisal (if applicable).
- Successful participation in the Board's Administrative Internship Program or an equivalent leadership program.

As noted within the Administrative Guidelines, those currently in the position of Vice Principal and/or in the Principal Administrative Pools with the Niagara Catholic District School Board will be grandfathered in the application and assignment process only and will be required to obtain the necessary qualifications within two (2) years (no later than September 2013). Further, the Administrative Pools will run from the time of entry to the end of the school year in which it expires.

Interim qualifications for current Niagara Catholic Vice-Principals Applying to Principal Pool

Current Vice-Principals will be required to have the following qualifications in this interim period preceding September 1, 2011:

Principals – Elementary and Secondary

- Principals' Qualifications – Part I and II of the Principal's Qualification Program.
- Five (5) years successful teaching experience or acceptable related experience at two (2) different divisions (Primary, Junior, Intermediate, Senior).
- Part II of the OECTA/OCSTA Religion course
- Part I Special Education

Interested applicants will be required to provide:

- A completed Niagara Catholic Application for Administrative Position.
- A written pastoral reference (within the current school year).
- A one-page statement of philosophy of Catholic Education which outlines past experiences and examples of personal commitment to Catholicism.
- The names, addresses and telephone numbers of five (5) references from the applicant's current or previous work environment.
- A current written professional reference from the applicant's immediate supervisor or supervisor from the previous year as requested on the application form.
- Evidence of preferred qualities/experiences relating to leadership experiences and professional growth initiatives as requested on the application form.
- A current copy of the Ontario Certificate of Qualification (OCT).
- A copy of the most recent Performance Appraisal.
- A copy of the Annual Growth Plan.

Candidates are invited to apply by submitting the Application for an Administrative Position. The Application and the Board Policy 202.2 "Catholic Leadership: Principal and Vice-Principal Selection" are linked on the Board's website, www.niagaracatholic.com. Completed applications are due by **4:00 p.m. on Thursday, March 10, 2011**, to:

Frank Iannantuono, Superintendent of Human Resources
Niagara Catholic District School Board
427 Rice Road, Welland, ON L3C 7C1
Tel. (905) 735-0240 Fax (905) 735-9710

KATHY BURTNIK
CHAIRPERSON

JOHN CROCCO
DIRECTOR OF EDUCATION



VICE -PRINCIPALS – ELEMENTARY & SECONDARY

The Niagara Catholic District School Board is establishing a pool of Vice-Principals at the elementary and secondary level and invites applications from qualified candidates.

In accordance with the Catholic Leadership: Principal and Vice-Principal Selection Policy and Administrative Guidelines, we will seek the following Skill Set and Profile for Niagara Catholic Elementary and Secondary Principal and Vice-Principals.

- Commitment and dedication to the mission and vision of Catholic education
- Willingness to accept responsibility from the Catholic community and to exercise Catholic leadership within this community
- Personal faith commitment
- Involvement within their community and/or parish
- Catholic vision
- Catholic leadership
- Knowledge
- Competence
- Personal qualities
- Educational skill
- Management skill
- Relationship-building

In compliance with the Administrative Guidelines of the Catholic Leadership: Principal and Vice-Principal Selection Policy, the following are the qualifications required at the time of application; excluding those currently in the position of Vice-Principal with the Niagara Catholic District School Board and those in the Principal Pool with the Niagara Catholic District School Board.

QUALIFICATIONS

The following qualifications are required at the time of application:

- Religious Education Qualifications
Part II of the OECTA/OCSTA Religion course
OR
Four full graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic University
OR
Part I of the OECTA/OCSTA Religion course and two (2) graduate courses in Theology/Christian Education toward a degree or diploma in Theology from a Catholic University.
- Ontario School Principal's Qualifications Part I and Part II as per Ontario Regulations 184/96 under the Ontario College of Teachers' Act.
- Part I of the Special Education Course will be required prior to assuming the position.
- Vice-Principal candidates are required to have:
A minimum of five (5) years successful teaching and/or acceptable related experience in at least two (2) different divisions (Primary, Junior, Intermediate, or Senior).
- A positive recommendation from candidate's principal and an appropriate Superintendent of Education.
- A participating member of a Catholic community as attested by a parish priest.
- Successful participation in the Leadership Identification Program or an equivalent leadership program.
- A copy of the most recent Performance Appraisal.
- A copy of the Annual Growth Plan.

As noted within the Administrative Guidelines, those currently in Vice-Principal Administrative Pools with the Niagara Catholic District School Board will be grandfathered in the application and assignment process only and will be required to obtain the necessary qualifications as per revised Administrative Guidelines, within two (2) years (no later than September 2013). Further, the Administrative Pools will run from the time of entry to the end of the school year in which it expires.

Interim Qualifications for current Niagara Catholic District School Board Vice-Principal Pool Candidates

Current candidates in the Vice-Principal Administrative Pool will be required to have the following qualifications in this interim period preceding September 1, 2011.

Vice Principal – Elementary and Secondary

- Principal's Qualifications – Part I and II of the Principal's Qualification Program.
- Five (5) years successful teaching experience or acceptable related experience at two (2) different divisions (Primary, Junior, Intermediate, Senior)
- Part II of the OECTA/OCSTA Religion course
- Part I Special Education

Interested applicants will be required to provide:

- A completed Niagara Catholic Application for Administrative Position.
- A written pastoral reference (within the current school year).
- A one-page statement of philosophy of Catholic Education which outlines past experiences and examples of personal commitment to Catholicism.
- The names, addresses and telephone numbers of five (5) references from the applicant's current or previous work environment.
- A current written professional reference from the applicant's immediate supervisor or supervisor from the previous year as requested on the application form.
- Evidence of preferred qualities/experiences relating to leadership experiences and professional growth initiatives as requested on the application form.
- A current copy of the Ontario Certificate of Qualification (OCT).
- A copy of the most recent Performance Appraisal.
- A copy of the Annual Growth Plan.

Candidates are invited to apply by submitting the Application for an Administrative Position. The Application and the Board Policy 202.2 "Catholic Leadership: Principal and Vice-Principal Selection" are linked on the Board's website, www.niagaracatholic.com. Completed applications are due by **4:00 p.m. on Thursday, March 10, 2011**, to:

Frank Iannantuono, Superintendent of Human Resources
Niagara Catholic District School Board
427 Rice Road, Welland, ON L3C 7C1
Tel. (905) 735-0240 Fax (905) 735-9710

KATHY BURTNIK
CHAIRPERSON

JOHN CROCCO
DIRECTOR OF EDUCATION

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**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: February 8, 2011



REPORT TO THE COMMITTEE OF THE WHOLE MEETING FEBRUARY 8TH, 2011

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

BACKGROUND INFORMATION

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

The following is a listing of activities that will be occurring during the period February 9th, 2011, through March 8th, 2011.

Wednesday, February 9th, 2011

Educational Resource Teacher (ERT) – Computer Software

- The second of two workshops designed to provide this group of teachers a glimpse of the computer software programs that are available to assist Special Needs students with their classroom learning.

Friday, February 11th, 2011

Elementary Teachers of the Junior Grades (North Team 2) – Collaborative Inquiry for Learning Mathematics (CIFL-M)

- A half-day workshop designed to provide this group of teachers with the School Effectiveness Framework information and strategies intended to promote more effective instruction in Mathematics.

Tuesday, February 15th, 2011

Intermediate Teaches – New Literacy Resources

- A half-day workshop each for Grade 7 and Grade 8 teachers designed to provide this group of teachers an opportunity to become familiar with the teaching strategies embedded in the newest Literacy resources being used in Niagara Catholic schools.

Wednesday, February 16th, 2011

Grade3 and Grade 6 Classroom Teachers- Numeracy Nets

- An all-day workshop where this group of teachers will be introduced to this resource which informs classroom practice by uncovering student behaviours and understandings of numeracy concepts and conventions in Mathematics.

Secondary Teachers of Religious Education – Professional Catholic learning Communities (PCLC)

- The first of a series of workshops designed to provide this group of teachers an understanding of the PCLC concept of team planning and teaching as it relates to religious education instruction.

Thursday, February 17th, 2011

Elementary and Secondary Principals and Vice-Principals – Multi- Topic Professional Development

- A series of workshops throughout the day based on a Carousel approach, where smaller sub-groups of school administrators will rotate among a series of PD offerings including: Health and Nutrition (and how it relates to the NCDSB Virtues Model); New Arts Education; Differentiated Instruction and Library Information Centres.

Secondary Teachers of Geography – Differentiated Instruction (DI)

- An all-day workshop designed to provide this group of teachers with the latest in Differentiated Instruction strategies in the secondary school Geography classroom.

Saint Michael and Blessed Catholic High Schools' Family of Schools Grade8 Teachers; Educational Resource Teachers (ERTs) and Student Success Teachers – Student Transfer of Information Form

- An afternoon workshop for this group of teachers to become familiar with and demonstrate the procedures necessary in completing these forms for students as they transition from grade eight to grade nine. The information collected from the forms in turn contributes to the effective programming for students.

Friday, February 18th, 2011

Elementary Educational Resource Teachers (ERTs) – Teaching Reading

- An afternoon workshop for this group of teachers to build capacity among their ranks in teaching reading in the early year's classroom.

Tuesday, February 22nd, 2011

Secondary Teachers of Law, Politics and Civics – Differentiated Instruction (DI)

- A full-day workshop designed to present this group of teachers with the latest Differentiated Instruction strategies necessary to meet all students' needs in the secondary Social Sciences classroom.

Secondary Teachers of Mathematics – Graphing Calculators

- Half-day workshop designed for this group of educators to engage in a hands-on approach to using the Texas Instruments' Graphing Calculators to their fullest potential as a valuable learning tool for their students,

Wednesday, February 23rd, 2011

Elementary Teachers (Mary Ward Catholic Elementary School) – Blended Learning

- A half-day workshop designed to train and provide ample hands-on opportunities to explore the Ontario Education Resource Bank (OERB) and the Ministry of Education's E-Learning, Learning Management System (LMS) as they engage in a pilot program intended to implement curriculum to students using a face-to-face and an on-line approach.

Elementary and Secondary Teachers- Leadership Identification Program (LIP)

- The second of four sessions for this group of teachers who have met the Board's criteria and selected to participate in a program designed to assist them in assessing and realizing their leadership potential.

Thursday, February 24th, 2011

Elementary Teachers and Principals – Collaborative Inquiry in Learning Mathematics (Network #1)

- The final in a series of workshops for this group of teachers and administrators designed to explore and participate in the School Effectiveness Framework strategies for most effective instruction in Mathematics.

Secondary Teachers of Locally Developed Courses- Best practices

- Workshop designed to present this group of teachers the latest in Ministry of Education curriculum expectations and to share best practices in an effort to improve instruction to students destined for the world of work after graduation.

Monday, February 28th, 2011

Elementary English as a Second language (ESL) Teachers – Early Reading

- A half-day session for this group of teachers to learn the strategies necessary in teaching reading to primary-aged English Language learners (ELL).

Tuesday, March 1st, 2011

Lakeshore and St. Francis Catholic High Schools' Family of Schools Grade8 Teachers; Educational Resource Teachers (ERTs) and Student Success Teachers – Student Transfer of Information Form

- An afternoon workshop for this group of teachers to familiarize and demonstrate the procedures necessary procedures in filling out these forms for students as they transition from grade eight to grade nine. The information collected from the forms in turn contributes to the effective programming for students.

Wednesday, March 2nd, 2011

Saint Paul and Holy Cross Catholic High Schools' Family of Schools Grade8 Teachers; Educational Resource Teachers (ERTs) and Student Success Teachers – Student Transfer of Information Form

- An afternoon workshop for this group of teachers to familiarize and demonstrate the procedures necessary procedures in filling out these forms for students as they transition from grade eight to grade nine. The information collected from the forms in turn contributes to the effective programming for students.

Secondary Teachers of History – Differentiated Instruction (DI)

- An all-day workshop designed to provide this group of teachers with the latest in Differentiated Instruction strategies in the secondary school History classroom.

Thursday, March 3rd, 2011

New Teacher Induction Program (NTIP)

- The third gathering of the year involving this group consisting of teachers newly hired to the Board and thirty Long Term Occasional teachers in their second year, along with their mentors in a workshop dealing with Safe Schools and Equity and Inclusive education.

The Report on Staff Development: 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: February 8, 2011

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

TOPIC: CAPITAL PROJECT UPDATE

The Capital Project Update
is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: February 8, 2011



**REPORT TO COMMITTEE OF THE WHOLE
TUESDAY FEBRUARY 8, 2011**

CAPITAL PROJECTS PROGRESS REPORT

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

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

The Capital Projects Progress Report is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: February 8, 2011



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX A

BLESSED TRINITY SECONDARY SCHOOL, GRIMSBY



Scope of Project: Design and construction of a Twenty-three classroom addition to the existing Facility under the Energy Efficient Funding program

Current Status: Phase two tender period to begin On March 1st. Construction to commence April 1, 2011.

Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Contract, Phase 1	1,435,925	1,542,420	1,435,925
Contract, Phase 2	7,873,905	0	7,873,905
Fees & Disbursements	880,000	315,980	880,000
Furniture & Equipment	700,085	0	700,085
Other Project Costs	440,000	132,950	440,000
	\$11,329,915	\$1,991,350	\$11,329,915

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	2 November 2009	26 January 2010
Contract Documents, Phase 1	8 April 2010	18 June 2010
Tender & Approvals, Phase 1	25 May 2010	7 July 2010
Construction, Phase 1	27 August 2010	27 September 2010
Contract Documents, Phase 2	24 March 2011	
Tender & Approvals, Phase 2	29 March 2011	
Construction, Phase 2	16 December 2011	
Occupancy	9 January 2012	
Official Opening & Blessing	February 2012	

Project Team:

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



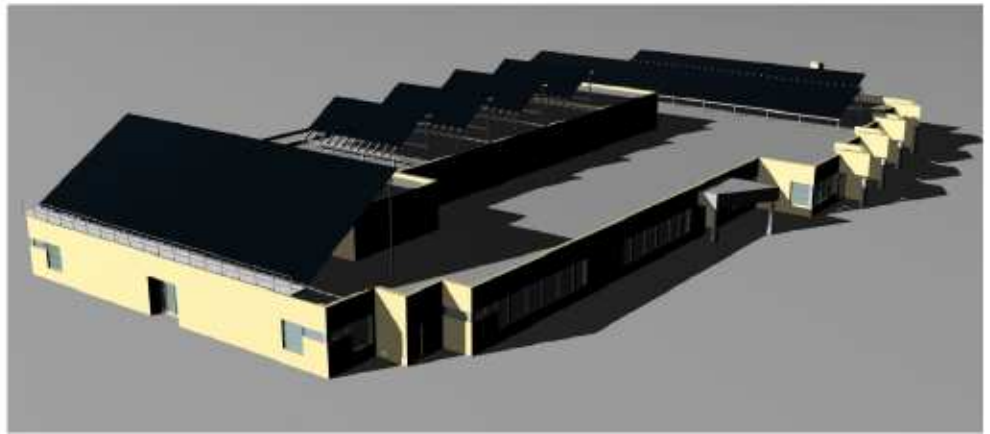
**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX B

OUR LADY OF FATIMA CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Scope of Project:

Installation of a 109 kW roof top solar photovoltaic system consisting of a total of 504 solar panels, estimated to produce 120,000 kWh of electricity annually, and supplied to the utility company under the Feed-In-Tariff Program. A web enabled data acquisition system to monitor performance is also included within the scope.



Current Status:

The tender period commenced on January 31, 2011. Tenders will be received on February 15, 2011. Construction is expected to commence as soon as possible after Board approval on March 29th.

Project Funding:

Renewable Energy	949,373
Facilities Renewal	460,000

\$1,409,373

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,200,000	0	
Fees & Disbursements	78,250	72,500	
Other Project Costs	130,900	0	

\$1,409,150	\$72,500	\$0
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Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	February 19, 2010	February 19, 2010
Design Development	January 10, 2011	January 24, 2011
Contract Documents	January 31, 2011	January 31, 2011
Tender	February 17, 2011	
Construction	August 31, 2011	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	Michael Hendrickse



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX C

OUR LADY OF VICTORY CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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



Current Status:

Concrete block walls, plumbing and electrical rough-ins are in progress. Steel roof joists will be installed in the next few weeks.

Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	4,321,000	756,826	4,321,000
Fees & Disbursements	554,700	405,650	554,700
Furniture & Equipment	119,500	0	119,500
Other Project Costs	689,572	88,076	689,572
	\$5,684,772	\$1,250,552	\$5,684,772

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX D

ST. ANDREW CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Construction is ahead of schedule and nearing completion.



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	948,588	623,877	948,588
Fees & Disbursements	66,000	63,087	66,000
Furniture & Equipment	25,000	4,836	25,000
Other Project Costs	90,044	89,982	90,044
	\$1,129,632	\$781,782	\$1,129,632

Project Timelines:

	Scheduled Completion	Actual Completion
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	15 March 2010	16 April 2010
Contract Documents	31 May 2010	23 July 2010
Tender	04 July 2010	10 August 2010
Construction	11 February 2011	
Occupancy	18 February 2010	
Official Opening & Blessing	March 2010	

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX E

ST. ANTHONY CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Staff room has been relocated to create an additional classroom. The architects are preparing tender documents for the new addition.



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,200,000	0	1,200,000
Fees & Disbursements	147,000	123,251	147,000
Furniture & Equipment	25,000	0	25,000
Other Project Costs	140,000	7,275	140,000
	\$1,512,000	\$130,526	\$1,512,000

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX F

ST. AUGUSTINE CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

The project is complete. The new classrooms and library were occupied following the Christmas break.



Project Information:

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

Project Funding:

Primary Class Size	718,579
Early Learning	434,585
	\$1,153,164

Project Costs:

	Budget	Paid	Forecast
Construction Contract	858,000	883,162	858,000
Fees & Disbursements	104,000	97,948	104,000
Furniture & Equipment	30,000	3,613	30,000
Other Project Costs	135,182	33,223	135,182
	\$1,127,182	\$1,017,946	\$1,127,182

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	10 June 2009	10 June 2009
Architect Selection	20 July 2009	26 July 2009
Design Development	11 January 2010	05 March 2010
Contract Documents	01 May 2010	6 July 2010
Tender	26 June 2010	20 July 2010
Construction	10 December 2010	23 December 2010
Occupancy	10 January 2011	10 January 2011
Official Opening & Blessing	February 2011	

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX G

ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Scope of Project:

Installation of a 109 kW roof top solar photovoltaic system consisting of a total of 504 solar panels, estimated to produce 120,000 kWh of electricity annually, and supplied to the utility company under the Feed-In-Tariff Program. A web enabled data acquisition system to monitor performance is also included within the scope.



Current Status:

The tender period commenced on January 31, 2011. Tenders will be received on February 17, 2011. Construction is expected to commence as soon as possible after Board approval on March 29th.

Project Funding:

Renewable Energy	949,373
Facilities Renewal	355,000
	\$1,304,373

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,100,000	0	
Fees & Disbursements	71,654	66,363	
Other Project Costs	132,400	0	
	\$1,304,054	\$66,363	\$0

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	February 19, 2010	February 19, 2010
Design Development	January 10, 2011	January 24, 2011
Contract Documents	January 31, 2011	January 31, 2011
Tender	February 17, 2011	
Construction	August 31, 2011	

Project Team:

Architect	Venerino V.P. Panici Architect Inc
General Contractor	TBD
Project Manager	Anthony Ferrara
Superintendent	Yolanda Baldasaro
Principal	John Bosco



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
FEBRUARY 8, 2011**

APPENDIX H

ST. MARK CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

A construction contract has been awarded to Aldor Builders. A ground breaking ceremony is being planned for March 2011

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	1,800,000	0	1,800,000
Fees & Disbursements	200,000	132,870	200,000
Furniture & Equipment	50,000	0	50,000
Other Project Costs	250,000	6,082	250,000
	\$2,300,000	\$138,952	\$2,300,000

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	19/12/2008 & 15/06/2010	15 June 2010
Architect Selection	26 July 2009	26 July 2009
Design Development	23 December 2009	10 August 2010
Contract Documents	17 February 2011	17 December 2010
Tender & Approvals	25 January 2011	25 January 2011
Construction	26 August 2011	
Occupancy	6 September 2011	
Official Opening & Blessing	October 2011	

Project Team:

Architect	Garwood-Jones & Hanham
General Contractor	Aldor Builders Ltd.
Project Manager	Tunde Labbancz
Superintendent	Yolanda Baldasaro
Principal	Carmela D'Andrea

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – JANUARY 25, 2011**



Spotlight

on NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

January 25, 2011

Niagara Catholic Itinerant Arts Teacher Laurie Crain-Anez 2011 Recipient of Norah Morgan Memorial Award



During the January 25th Board Meeting, Trustees and Senior Staff congratulated Itinerant Arts teacher Laurie Crain-Anez for being named the 2011 recipient of the Norah Morgan Memorial Award.

The Norah Morgan Memorial Award is presented annually to schools in Niagara, alternating between the Catholic and public boards. The Award celebrates the contributions and achievements of elementary school teachers who have made a strong contribution to the arts in Niagara region schools.

Mrs. Crain-Anez's career in teaching spans 15 years in three Niagara Falls schools. In her current role as an Itinerant Arts Teacher, Mrs. Crain-Anez shares her talents and love of the arts board-wide, by teaching Visual Arts, Dance and Drama to students from Kindergarten to Grade 8. Mrs. Crain-Anez was nominated for the award by Nadine Riddle and Christine Rotundo, who said Mrs. Crain-Anez "engages students, staff members and members of the arts community as part of her daily life." At left, Mrs. Crain-Anez poses with students from St. Mary Catholic Elementary School in Niagara Falls.

Director Offers Mid-Year Progress Report on Niagara Catholic Strategic Directions

On behalf of Senior Staff, Principals, Vice-Principals, Managers and staff, Niagara Catholic Director of Education John Crocco presented the Mid-Year Progress Report on Niagara Catholic's 2010-2011 Strategic Directions Priority Indicators to trustees during the January 25th Board meeting.

The Board-approved Niagara Catholic Strategic Directions Priority Indicators 2010-2011 are designed to provide the specific annual focus for the system toward achieving the outcomes of the Niagara Catholic Vision 2020 Strategic Plan. The System Priorities for this year have been the lens through which decisions have been made at the school, central office and senior administration levels.

The Priorities and Indicators are well-known to staff, parents and guests, as they are posted on the Niagara Catholic website and on display in all buildings. Copies are also provided to Bishop Bergie, the Diocese of St. Catharines, the Special Education Advisory Committee (SEAC), Catholic School Council Chairs and the Niagara Catholic Parent Involvement Committee.

As indicated in the spring of 2010, Senior Staff will provide a mid-year review of Strategic Directions Priority Indicators twice each year. The first update will be offered in January, and a final report will be presented in September, once all achievement data has been collected for the previous school year.

The report presented is in full compliance with the new legislated requirements of the Student Achievement and School Board Governance Act.

The report has been discussed with all Principals, who will share it with staff and their Catholic School Councils. It is available online at niagaracatholic.ca.

February's Virtue is



In Other Board News:

During the January 25th Board Meeting, Niagara Catholic Trustees approved the following recommendations:

- To award the construction contract for additions and renovations to St. Mark Catholic Elementary School in Beamsville to Aldor Builders Limited;
- To investigate the possible expansion of the SCOEP Program by utilizing the new Jericho House Facilities, beginning in September 2012.

Trustees also approved the following Policies:

- **Catholic Leadership: Principal and Vice-Principal Selection Policy (202.2)**
- **Catholic School Council Policy (800.1)**

**Kids Helping Kids Week
February 7-11, 2011**

Specialist High Skills Major Hospitality Program Lauded at Board Meeting



During the January 25th Board Meeting, Trustees recognized 20 students in Niagara Catholic's Hospitality and Tourism Specialist High Skills Major (SHSM) Program who participated in a program in St. Catharines to provide Christmas dinner to more than 800 people in need. One of the requirements in completing a SHSM is for students to engage in an experiential learning activity, ideally in a community-based setting. The community Christmas dinner, a co-operative effort between the Salvation Army and Westminster United Church. Over the course of a week, students spent time preparing the meal, visiting the kitchen on various occasions overnight and on the weekend. The Niagara Catholic Hospitality SHSM operates out of the Quality Inn Parkway Suites in St. Catharines. Niagara Catholic is the only school board in Ontario to offer a SHSM Hospitality and Tourism program and have a classroom in an operating hotel.

Storytime at St. Anthony Catholic Elementary



Director of Education John Crocco helped launch Niagara Catholic's Family Literacy Day celebrations by reading to Junior Kindergarten students at St. Anthony Catholic Elementary School. It was one of many Family Literacy Day events throughout the system.

UPCOMING EVENTS

s February 2

Kindergarten Open House Day
9 a.m. - 7 p.m.

s February 7-11

Kids Helping Kids Week

s February 8

Holy Cross Secondary School Open House
6:30 p.m.

s February 17

Saint Michael Catholic High School Open House
7 p.m.

s February 25

Niagara Catholic Equity and Diversity Student Symposium, Parkway Convention Centre, St. Catharines
9:30 a.m. - 2:30 p.m.

s February 28

Niagara Catholic Speak Out Showcase, Father Burns CSC Board Room, Catholic Education Centre
7 p.m.

School Excellence Program

FOCUS on

St. Anthony Catholic Elementary School

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

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

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

St. Anthony Catholic Elementary School opened its doors on Rykert Street in St. Catharines in 1954, to accommodate the growing population in the city's west end. It was named in honour of St. Anthony of Padua.

Today, 550 students attend St. Anthony Catholic Elementary School, making it the largest elementary school in Niagara Catholic. All students at St. Anthony Catholic attend for the full-day, including students from Junior and Senior Kindergarten. St. Anthony School has a diverse student population, with students from over 17 nations around the world, including the Phillipines, Botswana, Colombia, Egypt, Israel, India and Barbados.

St. Anthony Principal Anne Marie Crocco and Vice Principal Rian Bishop were joined by several members of the community, including students, parents, staff as well as a video presentation by Father Chris Szczepanik, pastor of St. Mary of the Assumption, to share the many special things that happen at the school every day.

Father Chris spoke about the incredible faith connection the students have to the church through home and school. Father Chris highlighted how St. Anthony students are active members of the parish, involving themselves in the Children's Choir, Children's Liturgy, Family Masses and Breakfasts and as altar servers.

St. Anthony School has been blessed with many gifts and one of those many gifts is the gift of music. Whether it is the Principal singing in the hallways or the Vice-Principal gifting the students with the music of his guitar, they are especially blessed with the gift of a wonderful vocal and instrumental music program that has given rise to the school choir and school band. The band and choir are among 40 initiatives and activities offered at St. Anthony.

St. Anthony offers a wide variety of curricular and co-curricular programs. Many of the programs are geared



Top: St. Anthony Catholic Elementary School has a strong tie with St. Mary of the Assumption Catholic Church. Father Chris Szczepanik is a frequent visitor to the school and presides over Sacraments such as First Holy Communion, as shown above.

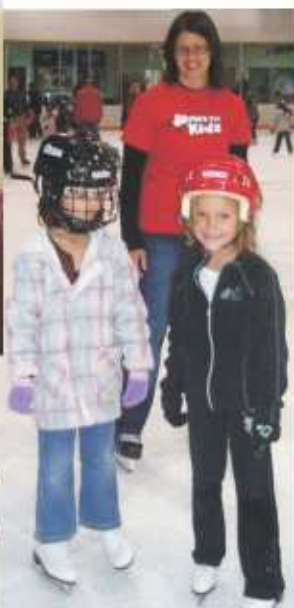
Below: Intermediate students at St. Anthony Catholic Elementary School develop technology skills through the Cyberquest Program.



Top: St. Anthony has students from 17 countries around the world.



Above: Students at St. Anthony are blessed to be able to participate in vocal and instrumental music which are among 40 initiatives and activities offered at the school.



Above: St. Anthony Catholic Elementary School benefitted from the Skates for Kids Program in the fall.



Left: Students at St. Anthony Catholic Elementary School are good sports both on and off the court.

toward health, fitness and self esteem. These include the GREAT and SNAP Programs for the Grades 4, 5 and 7 students. Graduate students from Brock University, through the H-Beat Program, have trained Grade 8 students to lead co-operative games with their peers during recess to develop a positive attitude towards healthy living. St. Anthony also partners with Brock University – College of Education as a Teaching Excellence Centre. Another valued partner of the St. Anthony family is the Big Brothers and Big Sisters Association. Representatives from this Association run the “Go Girls” and “Game On” programs over the lunch period to promote leadership and interpersonal skills among adolescents.

The school community continually reaches out to their brothers and sisters in need. Annually, the students participate in the Terry Fox Walk, The Holy Childhood Walk-a-Thon, Shoeboxes of Hope, Pencil Cases for Schools in Developing Countries, The St. Vincent de Paul fundraisers, as well as the Kids Helping Kids Campaign.

Students also benefit from the “Tutors in the Classroom” and “After-School Tutoring” Programs as well as a Homework Club. The School Improvement Plan supports the development of improved writing skills and problem-solving skills in Mathematics.

The Schools of Excellence Presentation concluded with the presentation of a prayer card to each Trustee and member of Senior Staff by a Senior Kindergarten student. Each card included a class photo with the intent of each class to offer prayers throughout the school year for the trustee or senior staff member selected.

The St. Anthony Catholic School Community works tirelessly to ensure that each of the 550 gifts that they have been given – grow to be the academic, creative and spiritual young people that God has called them to be.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

TOPIC: CALENDAR OF EVENTS

February 2011

SUN MON TUE WED THU FRI SAT

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2 SEAC Mtg FDELK - Open Houses	3 FDELK - Open Houses	4 Sec PA Day	5
			<< Secondary Exams >>			
6	7	8 CW Mtg Secondary Open House - HC	9	10	11	12
		Kids Helping Kids Campaign -- Feb 7-11				
13	14 St. Valentine's Day	15 Celebrating Intermediate Artists - Opening Gala	16	17 Faith Formation for Catholic School Councils Secondary Open House - SM	18	19
20	21 Family Day	22 Policy Committee Mtg Bd Mtg	23	24	25	26
			Secondary - Guest speaker: Melissa Onden, 'Right to Life'			
			Speak Out School/Site Competitions			
27	28 Speak Out Showcase - CEC					



**Niagara Catholic
District School Board**

Events posted at
niagaracatholic.ca

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
FEBRUARY 8, 2011**

**TOPIC: GENERAL DISCUSSION TO PLAN FOR FUTURE ACTION
OCSTA STRATEGIC PLANNING RETREAT 2011
– TRUSTEE CONSULTATION**



Ontario Catholic School
Trustees' Association

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Nancy Kirby, *President*
Marino Gazzola, *Vice President*
Kevin Kobus, *Executive Director*

January 20, 2011

TO: Chairpersons & Directors of Education

FROM: Nancy Kirby, President

RE: **Strategic Planning Retreat for OCSTA Directors & Senior Staff Members**

A retreat for OCSTA Directors & Senior Staff Members is scheduled for February 25-27, 2011.

OCSTA has engaged Scott Ferguson of *Progress Consulting™* to design, lead and report on our retreat. Scott has been working with Catholic education and social organizations for over 20 years, including "OSSTA".

The focus of the retreat is:

- what OCSTA should focus on to:
 - fulfill its Mission
 - provide member boards with optimal value, and
 - make the best possible use of OCSTA's resources.

OCSTA's Mission is ...

Inspired by the Gospel, we provide leadership, service and a provincial voice for Catholic School Boards in promoting and protecting Catholic education.

The purpose of this communication is to provide all trustee members of OCSTA with an opportunity to give input through their boards to our retreat deliberations.

Each board is asked to submit by February 14th, one comprehensive response that summarizes the results of its internal discussions. Boards should accumulate input from their trustees in a manner most suited to their situation. The attached form is provided to assist with the consultation process. A summary of responses received from boards will be provided to Scott Ferguson and to all retreat participants.

Please don't hesitate to call either Kevin Kobus or me if you have any questions or require clarification.

Thank you for participating in this important consultation process.

Attachment

L:\Unit\Group\AGM, Seminars & Regional Meetings\2011 Strategic Planning Retreat for OCSTA Directors & Staff\Boards Memo.doc

PROMOTING AND PROTECTING CATHOLIC EDUCATION

**OCSTA Strategic Planning Retreat 2011
Trustee Consultation**

Please submit your response (only one response per board) directly to Jane Ponte at OCSTA:

- jponte@ocsta.on.ca
- Subject Line: "Trustee Consultation"
- **Due date: end of business Monday, February 14th.**

1. Identification

Name of your board: Niagara Catholic District School Board

Contact person/phone # for the purpose of this consultation: Kathy Burtnik, Chairperson

2. Opportunities and Threats

Over the next five years, what do you anticipate are the primary opportunities that OCSTA should consider and primary threats that OCSTA should guard itself against?

Suggestion: Think in terms of "opportunities to advance OCSTA's Mission" and "threats to OCSTA's Mission"

Primary Opportunities (3 to 5)	
1.	
2.	
3.	
4.	
5.	
Primary Threats (3 to 5)	
1.	
2.	
3.	
4.	
5.	

3. Specific Activities That OCSTA Should Focus On:

What are the **5 to 7** most important **activities** that OCSTA should focus on over the next three to five years to:

- Fulfill its Mission
- Address opportunities and threats and
- Provide “value” to member boards?

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.
- 7.

4. Other Advice

What other advice do you have for OCSTA in determining what to focus on and how to provide optimal value to member boards?