



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

AGENDA AND MATERIAL

BOARD MEETING

**TUESDAY, JANUARY 28, 2014
7:00 P.M.**

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



A. ROUTINE MATTERS

1. Opening Prayers –Trustee O’Leary -
2. Roll Call -
3. Approval of the Agenda -
4. Declaration of Conflict of Interest -
5. Minutes of the Board Meeting –December 17, 2013 A5

B. DELEGATIONS/PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program C1
St. Augustine Catholic Elementary School
2. Unapproved Minutes of the Committee of the Whole Meeting of January 14, 2014 C2
and Consideration of Recommendations
2.1 Award of Construction Contract for Early Learning Kindergarten Program (ELKP)-Year 5 C2.1
2.2 Award of Construction Contract for St. James Catholic Elementary School Addition C2.2
2.3 Award of Construction Contract for Our Lady of Mount Carmel Catholic Elementary School C2.3
3. Approved Minutes of the Special Education Advisory Committee (SEAC) C3
Meeting of December 4, 2013
4. Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) C4
Meeting of November 14, 2013
5. Niagara Catholic International Cooperative Education Program Dominica (NCICE) 2013 C5
6. Niagara Catholic System Priorities Mid-Year Progress Review 2013-2014 C6
7. Financial Reports
7.1 Monthly Banking Transactions for the Months of November & December C7.1
7.2 Statement of Revenue and Expenditures as at December 31, 2013 C7.2

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

- | | | |
|----|--|------|
| 1. | Correspondence | |
| | 1.1 Office of the Bishop - December 13, 2013 | D1.1 |
| | 1.2 Centre where Adolescence Learn to Love and Serve - December 15, 2013 | D1.2 |
| | 1.3 Canadian Catholic School Trustees' Association – December 4, 2013 | D1.3 |
| 2. | Report on Trustee Conferences Attended | - |
| | 2.1 OCSTA Faith in Our Future Video | |
| 3. | General Discussion to Plan for Future Action | - |
| 4. | Trustee Information | |
| | 4.1 Spotlight on Niagara Catholic – January 14, 2014 | D4.1 |
| | 4.2 Calendar of Events – February 2014 | D4.2 |
| | 4.3 Early Learning Kindergarten Program Registration –February 4, 2014 | - |
| | 4.4 Board Committee Membership 2014 | D4.4 |
| 5. | Open Question Period | |
| | <i>(The purpose of the Open Question Period is to allow members of the Catholic school supporting public to ask about items on that night's public agenda or any previous agendas, and the Board to answer and react.)</i> | |

E. NOTICES OF MOTION**F. BUSINESS IN CAMERA****G. REPORT ON IN CAMERA SESSION****H. FUTURE MEETINGS AND EVENTS****I. MOMENT OF SILENT REFLECTION FOR LIFE****J. ADJOURNMENT**

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: MINUTES OF THE OF THE BOARD MEETING OF
DECEMBER 17, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of December 17, 2013, as presented for information.



MINUTES OF THE BOARD MEETING

TUESDAY, DECEMBER 17, 2013

Minutes of the Meeting of the Niagara Catholic District School Board, held on Tuesday, December 17, 2013, at 7:00 p.m. in the Father Kenneth Burns C.S.C. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg

2. Roll Call

Chair Burtnik noted that Student Trustee Vincent Atallah was excused and that all Trustees were in attendance.

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

The following staff were in attendance:

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

3. **Approval of the Agenda**

Moved by Trustee O'Leary

Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board approve the Agenda of the Board Meeting of December 17, 2013, as presented.

amended:

CARRIED

Giancarlo Vetrone, Superintendent of Business & Financial Services advised that the Financial Reports for November and December will be presented at the January 28, 2014 Board Meeting.

4. **Declaration of Conflict of Interest**

Nil

5. **Minutes of the Board Meetings**

5.1 Approval of Minutes of the Board Meeting of November 26, 2013

Moved by Trustee Fera

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of November 26, 2013, as presented.

CARRIED

5.2 Approval of Minutes of the Board Meeting of December 3, 2013

Moved by Trustee Fera

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Minutes of the Board Meeting of December 3, 2013, as presented.

CARRIED

B. DELEGATIONS/PRESENTATIONS

1. **Christmas Cards 2013**

Mark Lefebvre, Superintendent of Education, presented the report on Christmas Cards 2013. He indicated that schools throughout Niagara Catholic were invited to submit artwork designed by their students in order to create the 2013 Niagara Catholic Christmas Cards.

Chair Burtnik and Vice-Chair Burkholder, presented the following students with Excellence in the Arts pins and a plaqued picture of their artwork. The students, whose artwork was selected

for the Board's Christmas cards, were introduced by their school Principal and spoke about their art. Yang Xi An (Gr. 7, St. Peter Catholic Elementary School, St. Catharines; Atamanyk Brooke (Gr. 6, Alexander Kuska Catholic Elementary School, Welland); Isabella DiPaola (Gr. 3, St. Anthony Catholic Elementary School, St. Catharines); Rea Krutschke (Gr. 9, Saint Michael Catholic High School, Niagara Falls); Kiera McKee (Gr. 9, Saint Michael Catholic High School, Niagara Falls); Cassandra Potter (Gr. 9, Saint Michael Catholic High School, Niagara Falls); and Casey Talampas (Gr.7, Loretto Catholic Elementary School, Niagara Falls).

C. COMMITTEE AND STAFF REPORTS

1. School Excellence Program – St. John Bosco Catholic Elementary School

John Crocco Director of Education, Secretary/Treasurer provided background information on the monthly School Excellence Program. Lee Ann Forsyth-Sells, Superintendent of Education introduced Theo Dagenais, Principal of St. John Bosco Catholic Elementary School.

Principal Dagenais, introduced Mrs. Lisa MacPherson and Mrs. Antonia Giammarco who facilitated the choir presentation. He thanked Lakeshore Catholic High School students, Bruce Cook, Sydney Lee and Brandi Vidacek and teacher Ms. Teresa Ross who produced the video.

Trustee Sicoli thanked Principal Dagenais, students, staff and community for making St. John Bosco Catholic Elementary School such a special school.

Chair Burtnik thanked Principal Dagenais, the staff and students for their presentation and performance.

2. Unapproved Minutes of the Committee of the Whole Meeting of December 3, 2013 and Consideration of Recommendations

Moved by Trustee Charbonneau

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Meeting of December 3, 2013 as presented.

CARRIED

The following recommendations were presented for the Board's consideration from the Committee of the Whole Meeting of December 3, 2013.

2.1 Approval of Policies

2.1.1 Employee Meals & Hospitality Policy (201.14)

THAT the Niagara Catholic District School Board approve the Employee Meals & Hospitality Policy (201.14), as presented.

2.1.2 Employee Conferences, Workshops & Meetings Policy (201.15)

THAT the Niagara Catholic District School Board approve the Employee Conferences, Workshops & Meetings Policy (201.15), as presented.

2.1.3 Corporate Cards, Purchasing Cards & Petty Cash Policy (600.4)

THAT the Niagara Catholic District School Board approve the Corporate Cards, Purchasing Cards & Petty Cash Policy (600.4), as presented.

2.1.4 *Admission of Elementary and Secondary Students Policy (301.1)*

THAT the Niagara Catholic District School Board approve the Admission of Elementary and Secondary Students Policy (301.1), as presented.

2.1.5 *Continuing Education Policy (400.1)*

THAT the Niagara Catholic District School Board approve the Continuing Education Policy (400.1), as presented.

2.1.6 *Access to School Premises Policy (302.6.3)*

Moved by Trustee Sicoli

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board approve the Access to School Premises Policy (302.6.3), as presented.

CARRIED

2.2 *St. Catharines Ad Hoc Attendance Area Review Committee*

THAT the Niagara Catholic District School Board approve the report of the St. Catharines Elementary and Secondary Family of Schools/Michael J. Brennan Catholic, St. James Catholic, Assumption Catholic, St. Alfred Catholic, St. Ann Catholic, Canadian Martyrs Catholic and Our Lady of Fatima Catholic Elementary Schools Ad Hoc Attendance Area Review Committee and approve the recommendations as presented.

1. **THAT** upon further consideration by the St. Catharines Elementary and Secondary Family of Schools/Michael J. Brennan Catholic, St. James Catholic, Assumption Catholic, St. Alfred Catholic, St. Ann Catholic, Canadian Martyrs Catholic and Our Lady of Fatima Catholic Elementary Schools Ad Hoc Attendance Area Review Committee that the following proposed boundary changes occur for St. Ann Catholic, St. James Catholic, Our Lady of Fatima Catholic, and Assumption Catholic Elementary Schools effective September 2014.

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

East: Commencing on Lake Street (centerline) to

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

West: Hwy 406 to the QEW to

North: Fifteen Mile Creek to Lake Ontario to the point of commencement on Lake Street (centerline)

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

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

South: Linwell Road (centerline) to

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

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

THAT the new boundary description for Our Lady of Fatima Catholic Elementary School be described as:

East: Commencing on Niagara Street (centerline) at Linwell Road to

South: Scott Street (centerline) to

West: Lake Street (centerline) to

North: Linwell Road (centerline) to the point of commencement on Niagara Street

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

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

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

West: Vine Street (centerline) to

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

2. **THAT** there is grandfathered right of attendance to current students at Our Lady of Fatima Catholic Elementary School without transportation (as per Board Policy/Guidelines 301.1, Admission of Elementary and Secondary Students and Board Policy/Guidelines 500.2, Student Transportation).
3. **THAT** there is grandfathered right of attendance to St. James Catholic Elementary School, with transportation (as per Board Policy/Guidelines 301.1, Admission of Elementary and Secondary Students and Board Policy/Guidelines 500.2, Student Transportation) provided to current Grade 6 Michael J. Brennan Catholic/St. James Catholic Elementary School students only, and their siblings, who choose to attend St. James Catholic Elementary School until June 2016 at which time transportation will be discontinued.
4. **THAT** students currently in Grade 7 at St. James Catholic Elementary School will be considered as a grandfathered right of attendance with transportation (as per Board Policy/Guidelines 301.1, Admission of Elementary and Secondary Students and Board Policy/Guidelines 500.2, Student Transportation) until June 2015.

Moved by Trustee Charbonneau

Seconded by Trustee Sicoli

5. **THAT** Senior Staff proceed with the transition plan in consultation with staff and Catholic School Councils for the transition of students of the affected school communities.

CARRIED

3. **Approved Minutes of the Special Education Advisory Committee (SEAC) Meeting of November 6, 2013**

Moved by Trustee MacNeil

Seconded by Trustee Burkholder

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of November 6, 2013, as presented for information.

CARRIED

4. **Trustee Honorarium for the Year December 1, 2013 to November 30, 2014**

Director Crocco presented the report on Trustee Honorarium for the Year December 1, 2013 to November 30, 2014.

Moved by Trustee MacNeil

Seconded by Trustee Nieuwesteeg

THAT the Niagara Catholic District School Board approve the Trustee Honorarium for the year December 1, 2013 to November 30, 2014, as noted in Appendix A, as follows:

\$16,781 for the Chairperson of the Board

\$13,753 for the Vice-Chairperson of the Board

\$10,517 for the other Trustees

CARRIED

5. **Trustee Expenses and Reimbursement Fiscal Year 2012-2013**

Superintendent Vetrone, will present a revised Trustee Expenses and Reimbursement Fiscal Year 2012-2013 report at the Board Meeting January 28, 2014.

6. **Director of Education's Annual Report 2013**

Director Crocco presented the Report on the Director's Annual Report 2013 and a copy of the Director's Annual Report 2013. He informed Trustees that the Annual Report 2013 is in compliance with the requirements of the Education Act and the Minister of Education regarding the submission of Directors Annual Reports.

Director Crocco thanked the members of Senior Administrative Council for their submissions and Jennifer Brailey, Manager of Corporate Services & Communications, and the Print Shop staff for their work in the preparation of the impressive Director's Annual Report 2013.

7. **Revised Budget for the Year 2013-2014**

Director Crocco presented the Report on the Revised Annual Budget for the Year 2013-2014.

Director Crocco stated that Senior Administrative reviewed and updated the revenue and expenditures of the Board based on new information including the revised Average Daily Enrolment (ADE) and the unexpected loss of the Board's annual utility rebate of approximately \$600,000. Based on their review, the risk assessment plan and the latest adjustments to the anticipated Ministry revenue, a potential in-year deficit of \$600,000 is projected for the 2013-2014.

He advised that he and Superintendent Vetrone will continue to update the Board throughout the year on the status of the in-year deficit.

Senior Administrative Council continues to review all sources of revenue and expenditures aggressively to reduce the cost structure and achieve a balanced budget without the use of reserves. Director Crocco pointed out that in order to meet the System Priorities for 2013-2014 the Board may need to draw on its reserves to balance the budget for 2013-2014.

Superintendent Vetrone, highlighted key areas of the Revised Board Budget 2013-2014, under Appendix A and Appendix B and answered Trustees' questions.

Director Crocco advised that he and Superintendent Vetrone will continue to update the Board throughout the year on the status of the in-year deficit.

Moved by Trustee Fera

Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Revised Budget for the Year 2013-2014, as presented.

CARRIED

D. TRUSTEE ITEMS, OPEN QUESTION PERIOD & OTHER BUSINESS

1. Correspondence

1.1 York Catholic District School Board – Re: Bill 69

Director Crocco presented correspondence from the York Catholic District School Board Re: Bill 69.

E. General Discussion to Plan for Future Action

2.1 Chair Burtnik presented a revised draft letter addressed to the Chair of the District School Board of Niagara.

Moved by Trustee Nieuwesteeg

Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board approve that the letter addressed to the Chair of the District School Board of Niagara be mailed, as presented.

CARRIED

F. Trustee Information

1. Spotlight on Niagara Catholic – December 3, 2013

Director Crocco highlighted the Spotlight on Niagara Catholic – December 3, 2013 issue for Trustees' information.

2. Calendar of Events – January 2014

Director Crocco presented the Calendar of Events - January 2014 for Trustees' information and noted the following important dates;

Christmas Break – December 23, 2013 – January 3, 2014

Director Crocco informed Trustees that all schools, along with the Catholic Education Centre, will be closed from December 23, 2013 – to January 5, 2014 inclusive.

Niagara Catholic Baby Celebration – January 15, 2014

Director Crocco informed Trustees of the Niagara Catholic Baby Celebration being held at the Catholic Education Centre on January 15, 2014.

System Letter

Director Crocco provided Trustees with a hardcopy of a letter from Bishop Bergie, Chair Burtnik and himself which will be sent home with all students this week. A letter from Bishop Bergie, Chair Burtnik and Director Crocco will be emailed to all 3,000 staff, including Trustees on Wednesday, December 18, 2013.

3. Business Education Council Annual Partners Breakfast – February 7, 2014

Director Crocco informed Trustees about the Business Education Council Annual Partners Breakfast on Friday, February 7, 2014 at Marriott Gateway on the Falls, Niagara Falls from 7:30 a.m. – 10:00 a.m., featuring keynote speaker Anil Patel of Timeraiser.

Trustees were asked to confirm their attendance with Kristine Murphy no later than Tuesday, January 14, 2014.

4. Faith in Our Future Video

Director Crocco advised Trustees that out of 90 Catholic Secondary School video submissions to OCSTA (5) five Niagara Catholic High Schools - Blessed Trinity Catholic Secondary School, Denis Morris Catholic High School, Lakeshore Catholic High School, Notre Dame College School and Saint Paul Catholic High School - are among eight (8) semi-finalists in the Ontario Catholic School Trustees' Association's Secondary School Faith in Our Future Video Competition. Trustees viewed the five (5) 2 minute video's on Catholic Education. Director Crocco congratulated Principals, staff and students for the creative video submissions and noted that all represent the very best of Catholic Education in Niagara Catholic.

G. Open Question Period

None Submitted

H. NOTICES OF MOTION

I. BUSINESS IN CAMERA

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

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

CARRIED

The Niagara Catholic District School Board moved into the In Camera Session of the Board Meeting at 8:55 p.m. and reconvened at 10:20 p.m.

J. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee MacNeil
Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board report the motions from the In Camera Session of the Board Meeting of December 17, 2013.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Nieuwesteeg
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION A: Student Trustees Present of November 26, 2013, as presented.

CARRIED (Item F1)

Moved by Trustee Nieuwesteeg
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board receive the Unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION A: Student Trustees Present of December 3, 2013, as presented.

CARRIED (Item F2)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee O'Leary
Seconded by Trustee Charbonneau

THAT the Niagara Catholic District School Board approve the recommendation as outlined in Item F4.1 of the In Camera Agenda.

CARRIED (Item F4.1)

Moved by Trustee Charbonneau
Seconded by Trustee Sicoli

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

CARRIED (Item F4.2)

Moved by Trustee Burkholder
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board approve the Minutes of the In Camera Session of the Board Meeting - SECTION B: Student Trustees Excluded of November 26, 2013, as presented.

CARRIED (Item F5)

Moved by Trustee Burkholder
Seconded by Trustee Sicoli

THAT the Niagara Catholic District School Board receive the Unapproved Minutes of the In Camera Session of the Committee of the Whole Meeting - SECTION B: Student Trustees Excluded of December 3, 2013, as presented.

CARRIED (Item F6)

Moved by Trustee Charbonneau
Seconded by Trustee MacNeil

THAT the Niagara Catholic District School Board approve the Principals and Vice-Principals Terms & Conditions – September 1, 2013 – August 31, 2014 SECTION B: Student Trustees Excluded of December 3, 2013, as presented.

CARRIED (Item F6.1)

K. FUTURE MEETINGS AND EVENTS

L. MOMENT OF SILENT REFLECTION FOR LIFE

M. ADJOURNMENT

Moved by Trustee MacNeil

Seconded by Trustee Sicoli

THAT the December 17, 2013 meeting of the Niagara Catholic District School Board be adjourned.

CARRIED

This meeting was adjourned at 10:24 p.m.

Minutes of the Meeting of the Niagara Catholic District School Board held on **December 17, 2013**.

Approved on **January 28, 2013**.

Kathy Burtnik
Chair of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: SCHOOL EXCELLENCE PROGRAM
ST. AUGUSTINE CATHOLIC ELEMENTARY SCHOOL**

The School Excellence Program report is presented for information.

Prepared by: Lee Ann Forsyth-Sells, Superintendent of Education
Presented by: Lee Ann Forsyth-Sells, Superintendent of Education
Approved by: John Crocco, Director of Education/Secretary-Treasurer
Date: January 28, 2014

**SCHOOL EXCELLENCE PROGRAM
ST. AUGUSTINE CATHOLIC ELEMENTARY SCHOOL**

Contact Information

300 Santone Avenue
Welland, Ontario
L3C 2J8
Ph: 905.734.4659
Fx: 905.734.7658
st.augustine@ncdsb.com

Grades
JK- 8

Enrolment
181 as of September 2013

Principal
Mary Kay Kalagian

Superintendent
Lee Ann Forsyth-Sells

**Catholic School Council
Co-Chairs**
Carolyn Alakas
Shannon Jokic

Parish
St. Augustine



St. Augustine Catholic Elementary School was built in 1956 as part of the Welland Separate School Board and today is one of the 59 schools in the jurisdiction of the Niagara Catholic District School Board. We celebrated our 50th anniversary in 2006.

*A Community of Achievers...spiritually, morally,
intellectually and physically.*
School Mission Statement

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

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

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

Date: January 28, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TOPIC: UNAPPROVED MINUTES OF THE COMMITTEE OF THE
WHOLE MEETING OF JANUARY 14, 2014**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the unapproved Minutes of the Committee of the Whole Minutes of January 14, 2014, as presented.

The following recommendations are being presented for the Board's consideration from the Committee of the Whole Meeting of January 14, 2014:

2.1 Award of Construction Contract for Early Learning Kindergarten Program (ELKP)-Year 5

THAT the Niagara Catholic District School Board approve The Award of Construction Contracts for Early Learning Kindergarten Program (ELKP) – Year 5, as presented to:

SCHOOL NAME	RECOMMENDED CONTRACTOR	TOTAL PROJECT COST
Canadian Martyrs	King Contractors	\$993,684
Loretto Catholic	Brouwer Construction	\$801,615
St. John Bosco	Stolk Construction	\$601,858

for a total three project cost of \$2,397,157.

2.2 Award of Construction Contract for St. James Catholic Elementary School Addition

THAT the Niagara Catholic District School Board approve the Award of Construction Contract For St. James Catholic Elementary School Addition/Renovations to Charter Building Company with a total project cost of \$2,721,042.

2.3 Award of Construction Contract for Our Lady of Mount Carmel Catholic Elementary School

THAT the Niagara Catholic District School Board approve the Award of Construction Contract For Our Lady of Mount Carmel Catholic Elementary School Renovations to Bromac Construction Inc. with a total project cost of \$2,423,405.



MINUTES OF THE COMMITTEE OF THE WHOLE MEETING

TUESDAY, JANUARY 14, 2014

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, January 14, 2014 at 7:00 p.m. in the Father Kenneth Burns C.S.C. Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg

2. Roll Call

Vice-Chair Burkholder noted that Trustee Fera was excused and that all other Trustees were in attendance.

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

The following staff were in attendance:

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

3. **Approval of the Agenda**

Item F4, 2 was added to the In Camera Agenda

Moved by Trustee Charbonneau

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of January 14, 2014, as amended.

CARRIED

4. **Declaration of Conflict of Interest**

A Declaration of Conflict of Interest was declared by Trustee Burkholder with Item C5 and C11 appendix B of the Public Agenda, as she has a family member who is associated with the Quartek Group.

Trustee Burkholder did not take part in the discussion of, or vote on any question in respect of the matter.

5. **Approval of Minutes of the Committee of the Whole Meeting of December 3, 2013**

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of December 3, 2013, as presented.

CARRIED

B. PRESENTATION

1. **International Education Partnership Agreements and Visits**

Frank Iannantuono, Superintendent of Education, introduced Fred Wilson, Supervisor International Education, who presented the report on International Education Partnership Agreements and Visits.

Niagara Catholic International Program staff has actively engaged potential international partners to design agreements for student and staff exchanges, program and service delivery, staff training and professional development opportunities. Between January 6 and February 25, 2014, ninety-two (92) elementary students from South Korea will be attending Niagara Catholic schools as part of the Integration Program with the Board.

Mr. Wilson introduced members of the group from South Korea, which included principals, teachers and chaperones. Among them was Sister Angela Bang, Principal of Bokoja Catholic Girl's Middle School, which has a Memorandum of Understanding with the Board. Also present was Sister Insuk Pak, Principal of Soha Catholic Elementary School; to begin discussions on a partnership with the Board. Sister Angela and Sister Insuk addressed the Board and spoke of

the valuable opportunities afforded them and students through their partnership and highlighted their experiences at Niagara Catholic. Kevin Yu from Skyvision Academy was also in attendance.

Chair Burtnik, Director Crocco and Sister Insuk Pak signed a Memorandum of Understanding to develop a new international education partnership with Soha Catholic Elementary School.

Chair Burtnik thanked the representatives for entrusting Niagara Catholic with their students and assisted by Director Crocco presented the representatives with a Niagara Catholic lapel pin.

In addition to the students from South Korea, twenty-four (24) students from Panama and Peru are scheduled to arrive in late January 2014 to join this current Integration Program group.

C. COMMITTEE AND STAFF REPORTS

1. Policy Committee – Policy and Guideline Review 2013 -2014 Schedule

Director Crocco, presented a revised Policy and Guideline Review 2013-2014 Schedule for Trustees' Information.

2. Raise Me Up 2013-2014

Mark Lefebvre, Superintendent of Education, introduced Marco Magazzeni, Coordinator of Student Success, who provided the Board with information on the Raise Me Up 2013-2014 program. Niagara Catholic students, working alongside qualified and certified local trades, are currently constructing a 1200 square foot home. As students work with local industry leaders, they have the opportunity to be registered as apprentices under the Ontario Youth Apprenticeship Program.

Students from Notre Dame College School, Tye Mack and Tyler Westen and Lakeshore Catholic High School student, Owen Pasinsky spoke of the skills they were gaining by being part of this program. Parent, Mrs. Brenda Potter mother of Quintin Jarrett spoke about the benefits of the program and the tremendous opportunity it presented for students.

Ivana Galante, Consultant K-12 Technology/Specialist High Skills Major presented a visual presentation on the Raise Me Up Project.

Vice-Chair Burkholder and Director Crocco presented Excellence in Academic Pins to the students in the program.

Staff answered questions of Trustees.

3. Community Addiction Services of Niagara – Holy Cross Catholic Secondary School

Yolanda Baldasaro, Superintendent of Education introduced Christine Battagli, Consultant, Research, Assessment, Evaluation and Reporting; Andrea Bozza, Mental Health Lead; Denice Robertson, Principal, Holy Cross Catholic Secondary School; Paul Niesink, Director of Community Programs, Community Addiction Services of Niagara and Joanne Baker, Counsellor, Community Addiction Services of Niagara (CASON). They provided a brief overview of the school-based substance abuse/addiction treatment and counselling program at Holy Cross Catholic Secondary School, as well as a visual presentation on how it supports Niagara Catholic's 2013-2014 Enabling Strategies that focus on providing supports for student success in the area of Mental Health and Addictions.

Paul Niesink and Joanne Baker answered questions of Trustees.

4. **Attendance Support Program**

Frank Iannantuono, Superintendent of Education/Human Resources introduced, Lana Pasto, Coordinator of Attendance Support. Ms. Pasto presented background information on the implementation of the Board Attendance Support Program.

Superintendent Iannantuono, explained that an overview of the program to be implemented will be presented at the January 16, 2014 Director's Meeting and that Principals, Managers and Supervisors will receive training on that date.

Director Crocco, Superintendent Iannantuono and Ms. Pasto answered questions of Trustees.

Based on the need to remove the policy reference to the Putting Students First Act, staff was asked to make the necessary edits and bring the Attendance Support Program Policy (201.16) to the Policy Committee meeting on January 28, 2014.

5. **Award of Construction Contract for Early Learning Kindergarten Program (ELKP)-Year 5**

Chair Burtnik chaired the Committee of the Whole Meeting for this item.

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Award of Construction Contracts for Early Learning Kindergarten Program (ELKP) – Year 5 to.

SCHOOL NAME	RECOMMENDED CONTRACTOR	TOTAL PROJECT COST
Canadian Martyrs	King Contractors	\$993,684
Loretto Catholic	Brouwer Construction	\$801,615
St. John Bosco	Stolk Construction	\$601,858

for a total three project cost of \$2,397,157.

CARRIED

6. **Award of Construction Contract for St. James Catholic Elementary School Addition**

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Award of Construction Contract for St. James Catholic Elementary School Addition/Renovations to Charter Building Company with a total project cost of \$2,721,042.

CARRIED

7. **Award of Construction Contract for Our Lady of Mount Carmel Catholic Elementary School Renovations**

Moved by Trustee Nieuwesteeg

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Award of Construction Contract For Our Lady of Mount Carmel Catholic Elementary School Renovations to Bromac Construction Inc. with a total project cost of \$2,423,405.

CARRIED

8. **Elementary School Chapels**

Scott Whitwell, Controller of Facilities Services, presented the report on Elementary School Chapels for information.

With the full support of the Director Crocco, Senior Administrative Council and school Principals, Facilities Services is currently designing the first three elementary school Chapels at the new St. Martin Catholic Elementary School, Our Lady of Mount Carmel Catholic and St. James Catholic Elementary Schools as part of the new construction and renovations to these schools.

Director Crocco and Controller Whitwell answered questions of Trustees.

9. **Extended Overnight Field Trip, Excursion and Exchange Approval Committee -2014**

Superintendent Lefebvre presented the report on Extended Overnight Field Trip/Excursion and Exchange for information.

10. **Staff Development Department Professional Development Opportunities January & February 2014**

Superintendent Iannantuono presented the report on the Staff Development Department Professional Development Opportunities January & February for information.

11. **Monthly Updates**

11.1 **Capital Projects Update**

Chair Burtnik chaired the Committee of the Whole Meeting for this item.

Controller Whitwell presented the Capital Projects Update.

11.2 **Student Senate Update**

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

11.3 **Senior Staff Good News Update**

Senior Staff highlights included:

Superintendent Farrell

- Grant Frost has been hired as the new Education Technology Officer. He is a graduate of Denis Morris Catholic High School and the University of Guelph. Mr. Frost brings 25 years of knowledge and experience in the Information Technology (IT) field to his new position with Niagara Catholic. Mr. Frost joins the Niagara Catholic Education Information Technology Department team from BlackBerry / Research in Motion. He is in the process of meeting with the various stakeholders within Niagara Catholic to determine how to address the needs of the system.

Superintendent Baldasaro

- Mother Theresa Catholic Elementary School will be hosting its Canadian Exhibit on January 23, 2014 at 12:30 p.m. involving Grade 7 and Grade 8 students. Senator Victor Oh, from Ottawa, will be attending as a special guest.

Superintendent Mark Lefebvre

- A copy of the book 'At the Window' written by Joseph Forte teacher at Mary Ward Catholic Elementary School was provided to each Trustee.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – December 17, 2013

Director Crocco highlighted the Spotlight on Niagara Catholic – December 17, 2013 issue for Trustees' information.

1.2 Calendar of Events – February 2014

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

1.3 4th Annual Niagara Catholic Baby Celebration – January 15, 2014

Director Crocco reminded Trustees that the 4th Annual Niagara Catholic Baby Celebration will be held on January 15, 2014.

1.4 OCSTA Professional Development Seminar – January 17-18, 2014

Director Crocco reminded Trustees that the OCSTA Professional Development Seminar Preliminary Program will be held on January 17-18, 2014.

Trustees were asked to confirm their attendance with Kristine Murphy.

1.5 Business Education Council Annual Partners Breakfast – February 7, 2014

Director Crocco reminded Trustees that the Business Education Council Annual Partners Breakfast will be held on February 7, 2014.

Trustees were asked to confirm their attendance with Kristine Murphy.

1.6 Draft 2014 Board Committee Membership

Chair Burtnik presented the Draft 2014 Board Committee Membership for the review of Trustees. A final copy will be provided at the January Board Meeting.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

- 1.1 Director Crocco informed the Trustees that Superintendents Baldasaro and Farrell will send letters to the families who were affected by the new boundary changes as a result of the recent St. Catharines Boundary Area Review Committee Meeting. As requested by the Chair Director Crocco will forward a copy of the letter template will be sent to all Trustees for their information.

F. BUSINESS IN CAMERA

Moved by Trustee MacNeil

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Committee of the Whole Meeting at 10:20 p.m. and reconvened at 10:57 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee MacNeil

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of January 14, 2014.

CARRIED

SECTION A: STUDENT TRUSTEES INCLUDED

Moved by Trustee MacNeil

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section A: Student Trustees Included) held on December 3, 2013, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee O'Leary

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting - In Camera Session (Section B: Student Trustees Excluded) held on December 3, 2013, as presented.

CARRIED (Item F4)

H. ADJOURNMENT

Moved by Trustee Sicoli

THAT the January 14, 2014 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:59 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **January 14, 2014.**

Approved on **February 11, 2014.**

Rhianon Burkholder
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: AWARD OF CONSTRUCTION CONTRACTS FOR ELKP
PROJECTS – 5 YEAR**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve The Award of Construction Contracts for Early Learning Kindergarten Program (ELKP) – Year 5, as presented to:

SCHOOL NAME	RECOMMENDED CONTRACTOR	TOTAL PROJECT COST
Canadian Martyrs	King Contractors	\$993,684
Loretto Catholic	Brouwer Construction	\$801,615
St. John Bosco	Stolk Construction	\$601,858

for a total three project cost of \$2,397,157.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: January 28, 2014



**REPORT TO THE BOARD
TUESDAY, JANUARY 28, 2014**

**AWARD OF CONSTRUCTION CONTRACTS FOR
ELKP PROJECTS - 5 YEAR**

BACKGROUND INFORMATION

The Ministry of Education approved \$2,399,625 to address capital needs related to the implementation of the Year Five Early Learning Kindergarten Program classrooms at the three Niagara Catholic elementary schools indicated below.

The tender closing period for the three subject projects commenced on November 26, 2013 and concluded on December 10, 2013.

The chart below shows the school name, architectural firm and Ministry of Education (MOE) funding allocation.

The architects have analyzed the bids and have recommended the award of a construction contract to the listed contractors as follows. All of the named contractors were the low bidders for each project.

SCHOOL NAME	ARCHITECT	RECOMMENDED CONTRACTOR	FUNDING ALLOCATION	TOTAL PROJECT COST	AMOUNT OF EXTRA FUNDING REQUIRED FROM FACILITIES RENEWAL
Canadian Martyrs	Grguric Architects	King Contractors	\$959,850	\$993,684	\$33,834
Loretto Catholic	Quartek Group	Brouwer Construction	\$959,850	\$801,615	N/A
St. John Bosco	M.Z.E. Architects	Stolk Construction	\$479,925	\$601,858	\$121,933
TOTAL			\$2,399,625	\$2,397,157	\$155,767

TOTAL PROJECT COST

The total three project cost is calculated as follows:

Construction Contracts	\$1,797,867
Consultant Fees & Disbursements	\$218,050
Other Project Costs	\$381,240
TOTAL	\$2,397,157

Please note that proceeding with these projects is also contingent on MOE approval.

It is the recommendation of the Director of Education and the Controller of Facilities Services in consultation with the project architects that the Niagara Catholic District School Board approve the award of construction contracts to:

SCHOOL NAME	RECOMMENDED CONTRACTOR	TOTAL PROJECT COST
Canadian Martyrs	King Contractors	\$993,684
Loretto Catholic	Brouwer Construction	\$801,615
St. John Bosco	Stolk Construction	\$601,858
TOTAL		\$2,397,157

RECOMMENDATION

THAT the Niagara Catholic District School Board approve The Award of Construction Contracts for Early Learning Kindergarten Program (ELKP) – Year 5 report, as presented to:

SCHOOL NAME	RECOMMENDED CONTRACTOR	TOTAL PROJECT COST
Canadian Martyrs	King Contractors	\$993,684
Loretto Catholic	Brouwer Construction	\$801,615
St. John Bosco	Stolk Construction	\$601,858

for a total three project cost of \$2,397,157.

Prepared by: Scott Whitwell, Controller of Facilities Services

Presented by: Scott Whitwell, Controller of Facilities Services

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

Date: January 28, 2014

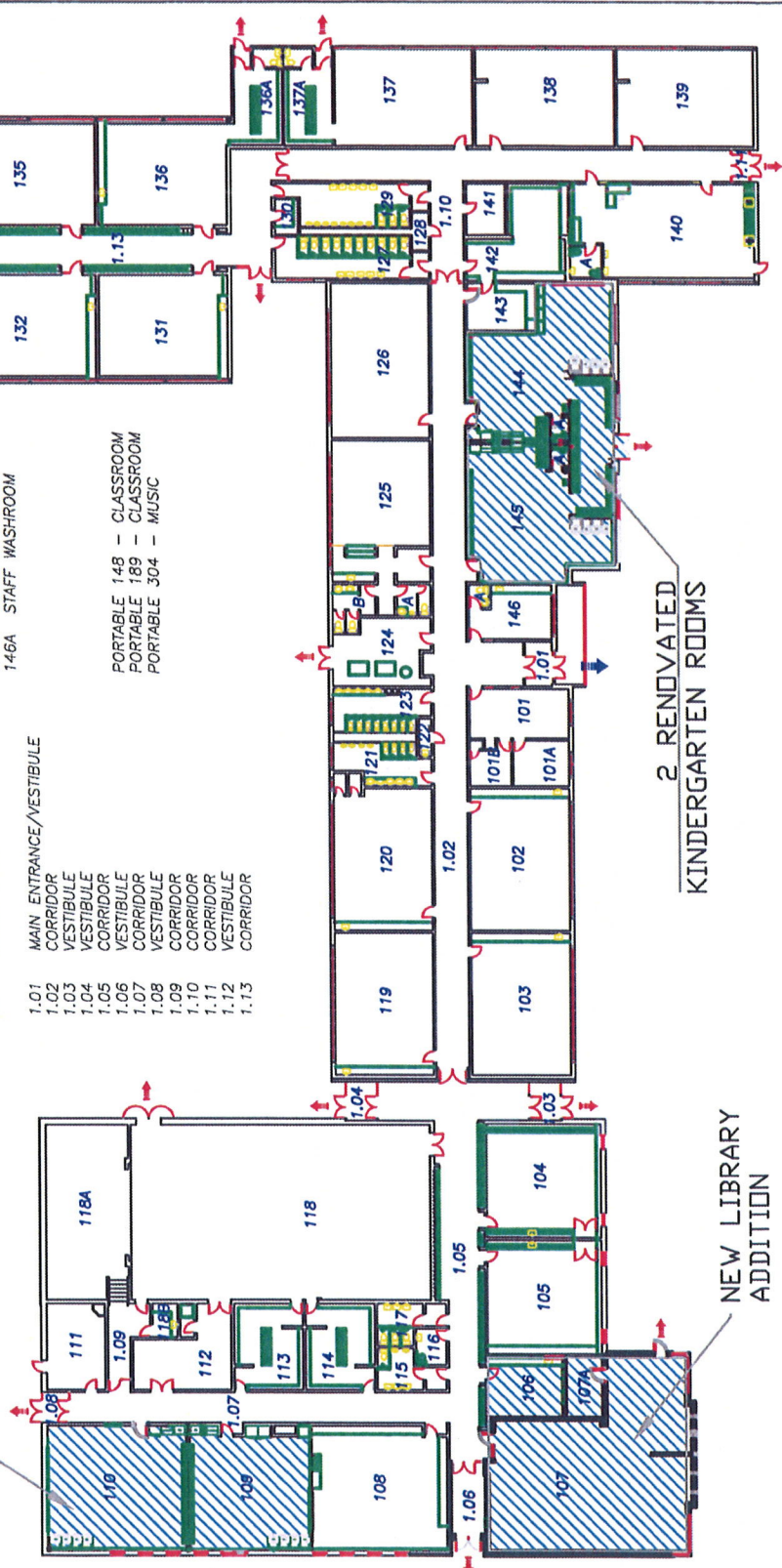
LEGEND:

- | | | | |
|------|----------------------------|------|------------------|
| 101 | ADMINISTRATION | 125 | STAFF ROOM |
| 101A | PRINCIPAL'S OFFICE | 125A | STAFF WASHROOM |
| 101B | VICE-PRINCIPAL'S OFFICE | 125B | STAFF WASHROOM |
| 102 | CLASSROOM | 126 | CLASSROOM |
| 103 | CLASSROOM | 127 | GIRLS' WASHROOM |
| 104 | CLASSROOM | 128 | JANITOR |
| 105 | CLASSROOM | 129 | BOYS' WASHROOM |
| 106 | RESOURCE ROOM | 130 | CARETAKER |
| 107 | LIBRARY INFORMATION CENTRE | 131 | CLASSROOM |
| 107A | STORAGE | 132 | CLASSROOM |
| 108 | CLASSROOM | 133 | CLASSROOM |
| 109 | CLASSROOM | 134 | CLASSROOM |
| 110 | CLASSROOM | 135 | CLASSROOM |
| 111 | BOILER ROOM | 136 | KINDERGARTEN |
| 112 | GYM STORAGE | 136A | CLOAK ROOM/WR |
| 113 | BOYS' CHANGE ROOM | 137 | KINDERGARTEN |
| 114 | GIRLS' CHANGE ROOM | 137A | CLOAK ROOM/WR |
| 115 | BOYS' WASHROOM | 138 | CLASSROOM |
| 116 | ACCESSIBLE WASHROOM | 139 | CLASSROOM |
| 117 | GIRLS' WASHROOM | 140 | DAYCARE |
| 118 | GYMNASIUM | 140A | DAYCARE WASHROOM |
| 118A | STAGE | 141 | SENSORY ROOM |
| 118B | KITCHEN | 142 | SUPPLY STORAGE |
| 119 | CLASSROOM | 143 | SEMINAR ROOM |
| 120 | CLASSROOM | 144 | KINDERGARTEN |
| 121 | BOYS' WASHROOM | 144A | WASHROOM |
| 122 | CUSTODIAN | 145 | KINDERGARTEN |
| 123 | GIRLS' WASHROOM | 145A | WASHROOM |
| 124 | BOILER ROOM | 146 | MEETING ROOM |
| | | 146A | STAFF WASHROOM |
-
- | | |
|------|-------------------------|
| 1.01 | MAIN ENTRANCE/VESTIBULE |
| 1.02 | CORRIDOR |
| 1.03 | VESTIBULE |
| 1.04 | VESTIBULE |
| 1.05 | CORRIDOR |
| 1.06 | VESTIBULE |
| 1.07 | CORRIDOR |
| 1.08 | VESTIBULE |
| 1.09 | CORRIDOR |
| 1.10 | CORRIDOR |
| 1.11 | CORRIDOR |
| 1.12 | VESTIBULE |
| 1.13 | CORRIDOR |
-
- | | |
|--------------|-------------|
| PORTABLE 148 | - CLASSROOM |
| PORTABLE 189 | - CLASSROOM |
| PORTABLE 304 | - MUSIC |

2 RENOVATED CLASSROOMS

2 RENOVATED KINDERGARTEN ROOMS

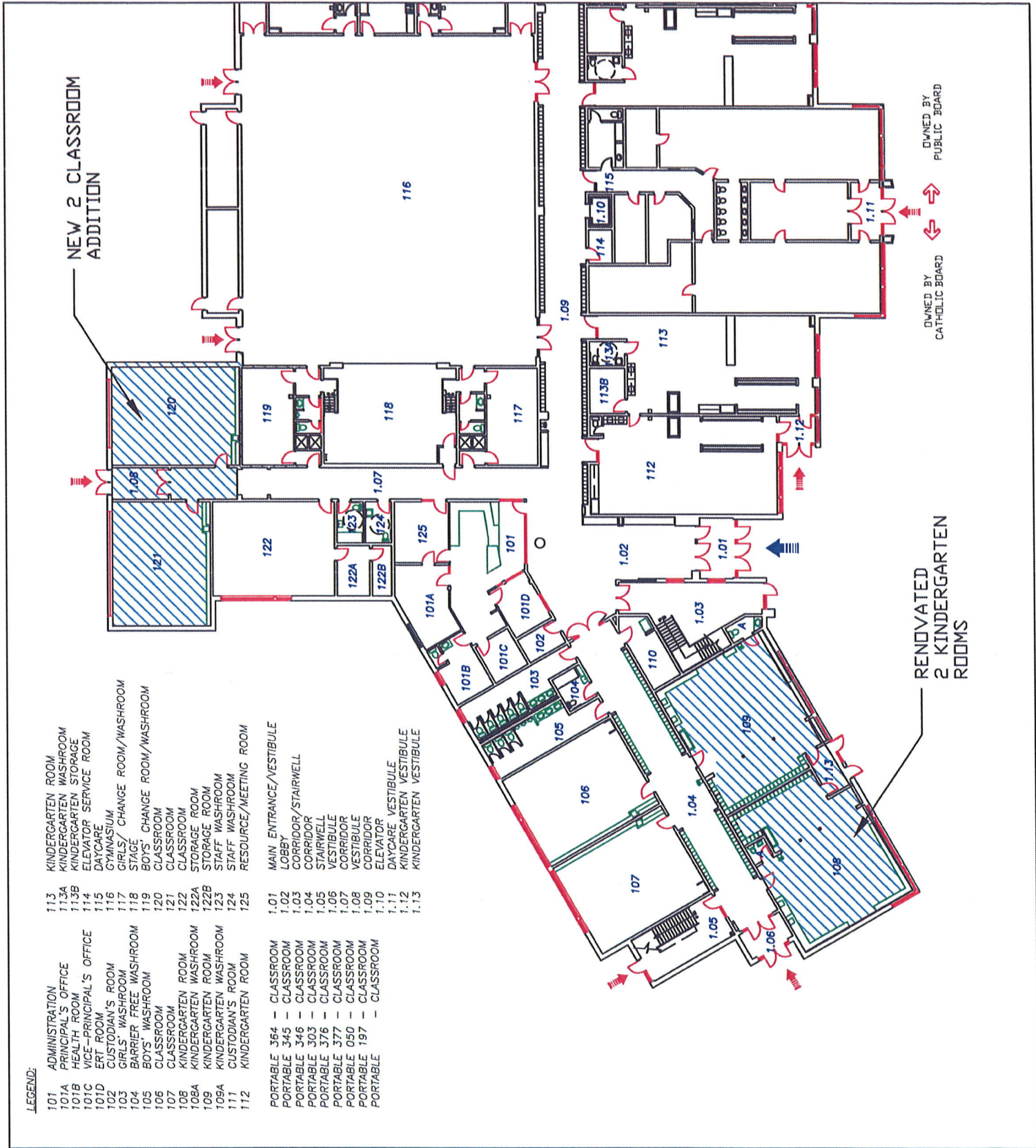
NEW LIBRARY ADDITION



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

FIRM NAME AND ADDRESS NIAGARA CATHOLIC DISTRICT SCHOOL BOARD 427 RICE ROAD, WELLAND, ONTARIO, L3C 7C1, (905) 735-0240		GENERAL NOTES	
PROJECT NAME AND ADDRESS CANADIAN MARTYRS ELEMENTARY SCHOOL 502 SCOTT ST, ST CATHARINES, ON, L2M 3X2		TOTAL SCHOOL AREA 3825 SQ.M. PROPERTY ACREAGE 3.193 HA	
DWG.NO. 172gf	REVISION NOVEMBER 2013	SHEET TITLE GROUND FLOOR PLAN	
DATE SEP 1999	SCALE NTS	DRAWN BY T. LABBANCZ	





LEGEND:

- | | |
|------------------------------|---------------------------------|
| 101 ADMINISTRATION | 113 KINDERGARTEN ROOM |
| 101A PRINCIPAL'S OFFICE | 113A KINDERGARTEN WASHROOM |
| 101B HEALTH ROOM | 113B KINDERGARTEN STORAGE |
| 101C VICE-PRINCIPAL'S OFFICE | 114 ELEVATOR SERVICE ROOM |
| 101D ERT. ROOM | 115 DAYCARE |
| 102 CUSTODIAN'S ROOM | 116 GYMNASIUM |
| 103 GIRLS' WASHROOM | 117 GIRLS' CHANGE ROOM/WASHROOM |
| 104 BARRIER FREE WASHROOM | 118 STAGE |
| 105 BOYS' WASHROOM | 119 BOYS' CHANGE ROOM/WASHROOM |
| 106 CLASSROOM | 120 CLASSROOM |
| 107 CLASSROOM | 121 CLASSROOM |
| 108 KINDERGARTEN ROOM | 122 STORAGE ROOM |
| 108A KINDERGARTEN WASHROOM | 122A STORAGE ROOM |
| 109 KINDERGARTEN ROOM | 122B STAFF WASHROOM |
| 109A KINDERGARTEN WASHROOM | 123 STAFF WASHROOM |
| 110 CUSTODIAN'S ROOM | 124 STAFF WASHROOM |
| 111 KINDERGARTEN ROOM | 125 RESOURCE/MEETING ROOM |
| 112 KINDERGARTEN ROOM | |
| PORTABLE 364 - CLASSROOM | 1.01 MAIN ENTRANCE/VESTIBULE |
| PORTABLE 345 - CLASSROOM | 1.02 LOBBY |
| PORTABLE 346 - CLASSROOM | 1.03 CORRIDOR/STAIRWELL |
| PORTABLE 303 - CLASSROOM | 1.04 CORRIDOR |
| PORTABLE 376 - CLASSROOM | 1.05 STAIRWELL |
| PORTABLE 377 - CLASSROOM | 1.06 VESTIBULE |
| PORTABLE 050 - CLASSROOM | 1.07 CORRIDOR |
| PORTABLE 197 - CLASSROOM | 1.08 VESTIBULE |
| | 1.09 CORRIDOR |
| | 1.10 ELEVATOR |
| | 1.11 DAYCARE VESTIBULE |
| | 1.12 KINDERGARTEN VESTIBULE |
| | 1.13 |



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

FIRM NAME AND ADDRESS NIAGARA CATHOLIC DISTRICT SCHOOL BOARD 427 RICE ROAD, WELLAND, ONTARIO, L3C 7C1, (905) 735-0240		
PROJECT NAME AND ADDRESS LORETTO CATHOLIC ELEMENTARY SCHOOL 6855 KALAR RD, NIAGARA FALLS, ON, L2H 2T3		
DWG.NO. 129gf	REVISION OCTOBER 2013	SHEET TITLE GROUND FLOOR
DATE JUNE 1998	SCALE NTS	DRAWN BY T. LABBANCZ

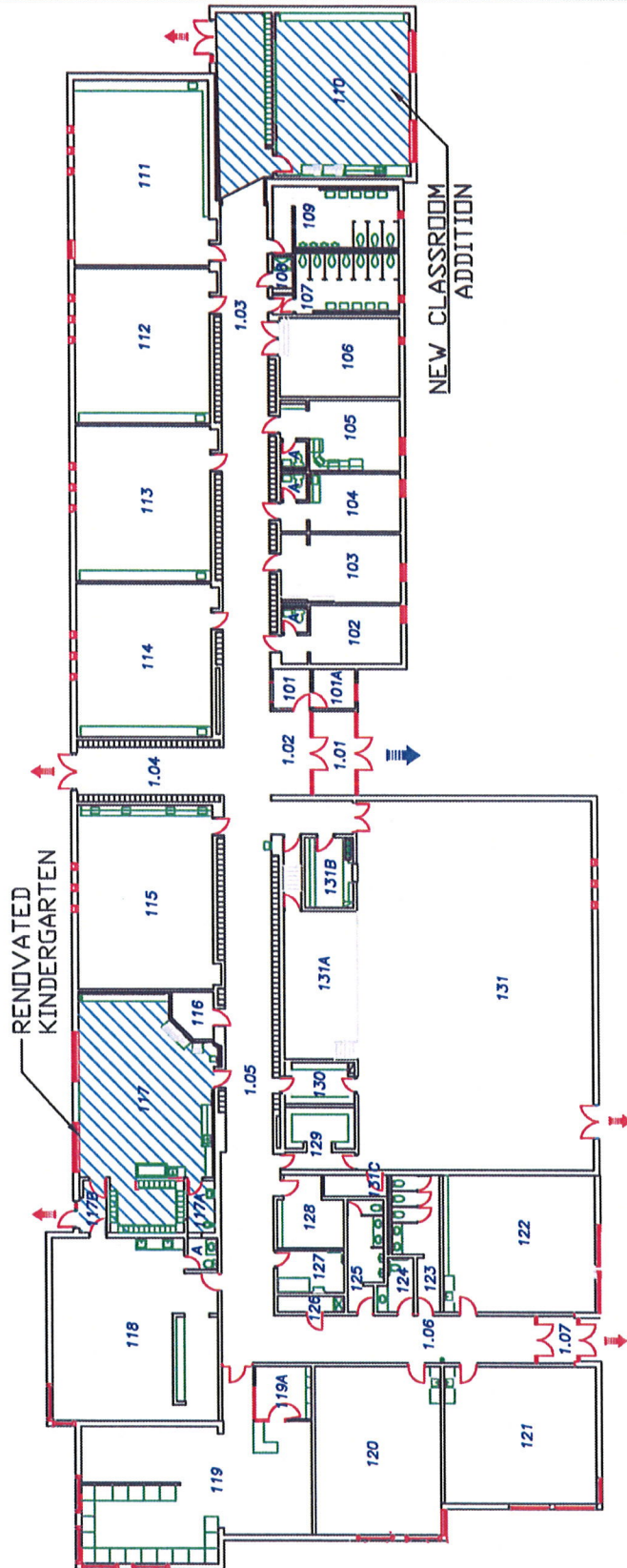
GENERAL NOTES

TOTAL SCHOOL AREA 40307 SQ.FT
 PROPERTY ACREAGE 7 ACRES



LEGEND:

- | | | | |
|---------------------------|--------------------|-------------------------|-------------------------|
| 101 ADMINISTRATION | 110 CLASSROOM | 120 CLASSROOM | 1.01 MAIN VESTIBULE |
| 101A PRINCIPAL'S OFFICE | 111 CLASSROOM | 121 CLASSROOM | 1.02 CORRIDOR |
| 102 SEMINAR-PHOTO COPY | 112 CLASSROOM | 122 CLASSROOM | 1.03 CORRIDOR |
| 103 CONFERENCE ROOM | 113 CLASSROOM | 123 CLASSROOM | 1.04 CORRIDOR |
| 104 SEMINAR-RESOURCE ROOM | 114 CLASSROOM | 124 ACCESSIBLE WASHROOM | 1.05 CORRIDOR |
| 104A STAFF WASHROOM | 115 CUSTODIAN | 125 BOYS' WASHROOM | 1.06 CORRIDOR |
| 105 STAFF LOUNGE | 116 KINDERGARTEN | 126 SINK ROOM | 1.07 VESTIBULE |
| 105A STAFF WASHROOM | 117 WASHROOM | 127 ACCESSIBLE WASHROOM | |
| 106 FURNACE ROOM | 117A WASHROOM | 128 SENSORY ROOM | |
| 107 GIRLS' WASHROOM | 117B VESTIBULE | 129 GIRLS' CHANGE ROOM | |
| 108 CARETAKER | 118 WASHROOM | 130 BOYS' CHANGE ROOM | |
| 109 BYOYS' WASHROOM | 118A WASHROOM | 131 GYMNASIUM | |
| | 119 LIBRARY OFFICE | 131A STAGE | |
| | | 131B KITCHEN | |
| | | 131C STORAGE ROOM | |
| | | | PORTABLE 369 -CLASSROOM |
| | | | PORTABLE 378 -CLASSROOM |



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

FIRM NAME AND ADDRESS
 NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 427 RICE ROAD, WELLAND, ONTARIO, L3C 7C1, (905) 735-0240

PROJECT NAME AND ADDRESS
 ST JOHN BOSCO ELEMENTARY SCHOOL
 191 HIGHLAND AVE, PORT COLBORNE, ON, L3K 3S7

DWG.NO. 133gf	REVISION NOVEMBER 2013	SHEET TITLE GROUND FLOOR PLAN
DATE JUNE 1997	SCALE NTS	DRAWN BY T. LABBANCZ

GENERAL NOTES
 TOTAL SCHOOL AREA 2181.1 SQ.M.
 PROPERTY ACREAGE 4.452 HA



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: AWARD OF CONSTRUCTION CONTRACT FOR ST. JAMES
CATHOLIC ELEMENTARY SCHOOL
ADDITION/RENOVATIONS**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Award of Construction Contract For St. James Catholic Elementary School Addition/Renovations to Charter Building Company with a total project cost of \$2,721,042.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: January 28, 2014



**REPORT TO THE BOARD
TUESDAY, JANUARY 28, 2014**

**AWARD OF CONSTRUCTION CONTRACT FOR ST. JAMES CATHOLIC
ELEMENTARY SCHOOL ADDITION/RENOVATIONS**

BACKGROUND INFORMATION

The Ministry of Education (MOE) approved \$1,837,689 (\$1,357,761 Capital Priority Funding and \$479,928 FDK Grant) to address capital needs related to St. James Catholic Elementary School.

The project consists of the addition of two ELKP classrooms, one regular classroom and renovations to classrooms, Staff Room and Administration area.

The tender period was from November 28, 2013 to December 19, 2013. Svedas Architects Inc. was the architectural firm for this project.

The architect has analyzed the bids and has recommended the award of a construction contract to Charter Building Company who was the low bidder for this project.

SCHOOL NAME	ARCHITECT	RECOMMENDED CONTRACTOR	FUNDING ALLOCATION	TOTAL PROJECT COST
St. James	Svedas Architect	Charter Building Company	\$1,837,689	\$2,721,042

TOTAL PROJECT COST

Construction Contract	\$2,040,781
Consultant Fees & Disbursements	\$212,000
Other Project Costs	\$468,261
TOTAL	\$2,721,042

FUNDING

Proposed funding is as follows:

Capital Priority	\$1,357,761
FDK Grant	\$479,928
Proceeds of Disposition of Fund Reserves	\$883,353
TOTAL	\$2,721,042

The Proceeds of Disposition of Fund Reserve amount of \$883,353 is drawn from accumulated proceeds from historical sales of property which have been previously placed in Board reserves. Proceeding with this project, if approved by the Board, is also contingent on Ministry of Education approval.

It is the recommendation of the Director of Education and the Controller of Facilities Services in consultation with the project architect that the Niagara Catholic District School Board approve the award of construction contract to Charter Building Company.

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Award of Construction Contract For St. James Catholic Elementary School Addition/Renovations to Charter Building Company with a total project cost of \$2,721,042.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: January 28, 2014

LEGEND:

- 101 ADMINISTRATION
- 102 PRINCIPAL'S OFFICE
- 103 STAFF LOUNGE/WASHROOMS
- 104 JANITOR'S STORAGE
- 105 BOILER ROOM
- 106 BARRIER FREE WASHROOM
- 107 STORAGE ROOM
- 108 CLASSROOM
- 109 CLASSROOM
- 110 SEMINAR ROOM
- 111 STAFF WASHROOM
- 112 CARETAKER'S ROOM
- 113 KINDERGARTEN W.R.
- 113A KINDERGARTEN
- 114 LIBRARY
- 114A COMPUTER LAB
- 115 RESOURCE ROOM

- 117 CLASSROOM
- 118 CLASSROOM
- 119 CLASSROOM
- 120 CLASSROOM
- 121 CLASSROOM
- 122 CLASSROOM
- 123 KINDERGARTEN-JK/SK
- 124 STAFF WORK ROOM
- 125 PHOTO COPY ROOM
- 125A ELECTRICAL ROOM
- 126 GIRLS' CHANGE ROOM/WASHROOM
- 127 GYMNASIUM
- 127A EQUIPMENT STORAGE
- 127B STAGE
- 128 BOYS' CHANGE ROOM/WASHROOM

NEW CLASSROOM AND KINDERGARTEN ADDITION

RENOVATED CLASSROOMS AND STAFF ROOM

RENOVATED ADMIN AREA



NIAGARA CATHOLIC DISTRICT SCHOOL BOARD

FIRM NAME AND ADDRESS NIAGARA CATHOLIC DISTRICT SCHOOL BOARD 427 RICE ROAD, WELLAND, ONTARIO, L3C 7C1, (905) 735-0240			
PROJECT NAME AND ADDRESS ST JAMES ELEMENTARY SCHOOL 615 GENEVA ST, ST CATHARINES, ON, L2N 2J3			
DWG.NO. 180gf	REVISION NOVEMBER 2013	SHEET TITLE GROUND FLOOR PLAN	
DATE OCT 1996	SCALE NTS	DRAWN BY T. LABBAN CZ	

GENERAL NOTES	
TOTAL SCHOOL AREA	21798 SQ.FT
PROPERTY ACREAGE	5.41 ACRES



**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: AWARD OF CONSTRUCTION CONTRACT FOR OUR LADY
OF MOUNT CARMEL CATHOLIC ELEMENTARY SCHOOL
RENOVATIONS**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Award of Construction Contract For Our Lady of Mount Carmel Catholic Elementary School Renovations to Bromac Construction Inc. with a total project cost of \$2,423,405.

Prepared by: Scott Whitwell, Controller of Facilities Services
Presented by: Scott Whitwell, Controller of Facilities Services
Recommended by: John Crocco, Director of Education/Secretary-Treasurer
Date: January 28, 2014



**REPORT TO THE BOARD
TUESDAY, JANUARY 28, 2014**

**AWARD OF CONSTRUCTION CONTRACT FOR
OUR LADY OF MOUNT CARMEL CATHOLIC
ELEMENTARY SCHOOL RENOVATIONS**

BACKGROUND INFORMATION

The Ministry of Education (MOE) approved \$2,433,405 (\$1,473,555 Capital Priority Funding and \$959,850 FDK Grant) to address capital needs related to Our Lady of Mount Carmel Catholic Elementary School.

The project consists of interior renovations which will result in four new classrooms being built in the existing Cyberquest area (Cyberquest program is being eliminated at this school), three new ELKP classrooms and renovations to gym change rooms and Administrative area.

The tender period was from November 26, 2013 to December 17, 2013. Venerino V.P. Panici Architects Inc. was the architectural firm for this project.

The architect has analyzed the bids and has recommended the award of a construction contract to Bromac Construction Inc. who was the low bidder for this project.

SCHOOL NAME	ARCHITECT	RECOMMENDED CONTRACTOR	FUNDING ALLOCATION	TOTAL PROJECT COST
Our Lady of Mount Carmel	Panici Architects	Bromac Construction Inc.	\$2,433,405	\$2,423,405

TOTAL PROJECT COST

Construction Contract	\$1,685,963
Consultant Fees & Disbursements	\$298,000
Other Project Costs	\$439,442
TOTAL	\$2,423,405

FUNDING

The total MOE funding of \$2,433,405 will fund this entire project.

Please note that proceeding with this project is also contingent on MOE approval.

It is the recommendation of the Director of Education and the Controller of Facilities Services in consultation with the project architect that the Niagara Catholic District School Board approve the award of construction contract to Bromac Construction Inc.

RECOMMENDATION

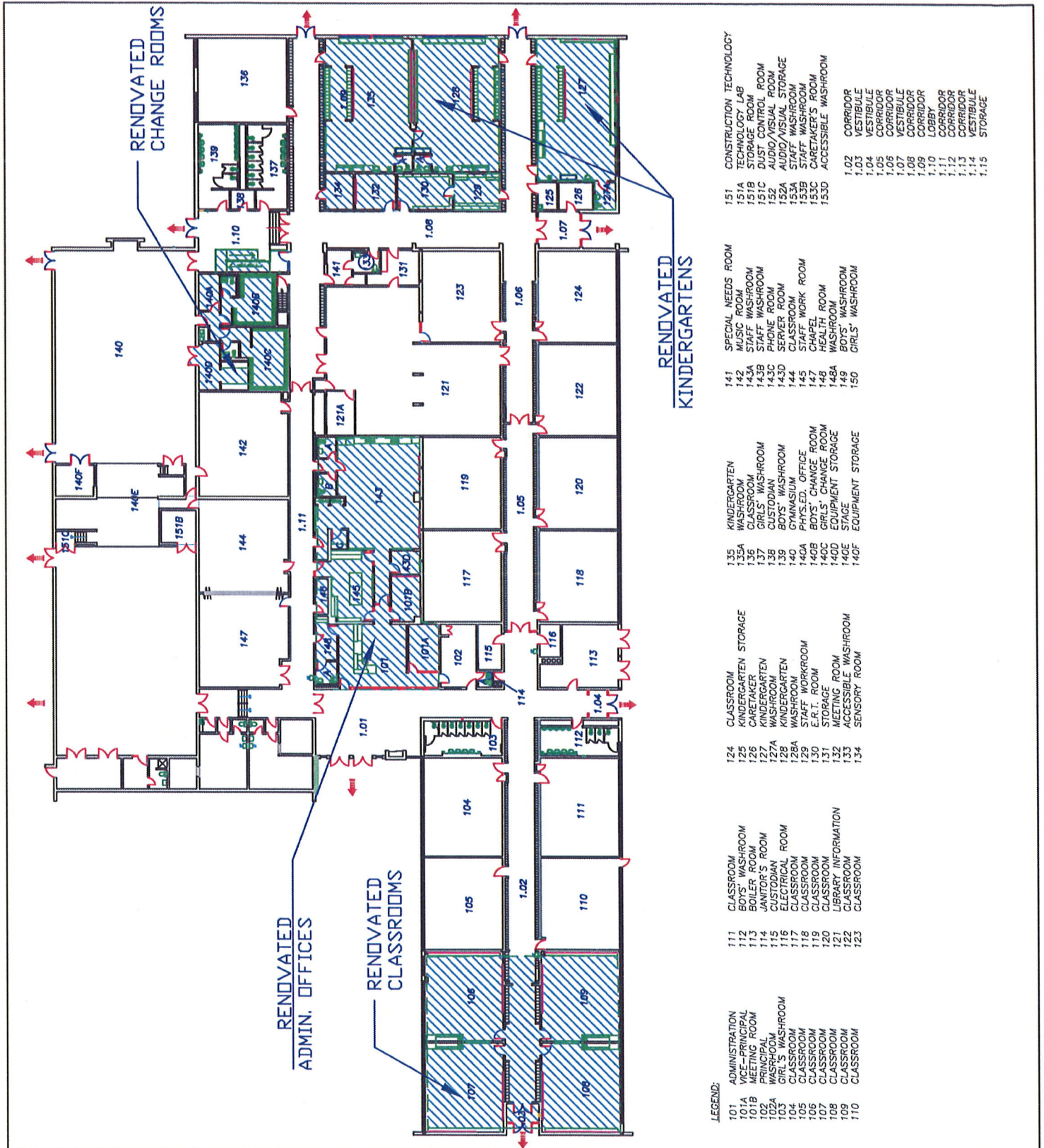
THAT the Niagara Catholic District School Board approve the Award of Construction Contract For Our Lady of Mount Carmel Catholic Elementary School Renovations to Bromac Construction Inc. with a total project cost of \$2,423,405.

Prepared by: Scott Whitwell, Controller of Facilities Services



Presented by: Scott Whitwell, Controller of Facilities Services

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

Date: January 28, 2014



- LEGEND:**
- 101 ADMINISTRATION
 - 101A OFF-PRINCIPAL
 - 101B MEETING ROOM
 - 102 WASHROOM
 - 102A WASHROOM
 - 103 CLASSROOM
 - 104 CLASSROOM
 - 105 CLASSROOM
 - 106 CLASSROOM
 - 107 CLASSROOM
 - 108 CLASSROOM
 - 110 CLASSROOM
 - 111 CLASSROOM
 - 112 CLASSROOM
 - 113 CLASSROOM
 - 114 CLASSROOM
 - 115 CLASSROOM
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 - 150 KINDERGARTEN
 - 151 CONSTRUCTION TECHNOLOGY
 - 151A TECHNOLOGY LAB
 - 151B STORAGE ROOM
 - 151C DUST CONTROL ROOM
 - 152 AUDIO/VISUAL ROOM
 - 152A AUDIO/VISUAL STORAGE
 - 153A STAFF WASHROOM
 - 153B STAFF WASHROOM
 - 153C CARETAKER'S ROOM
 - 153D ACCESSIBLE WASHROOM
 - 1.02 CORRIDOR
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 - 1.13 CORRIDOR
 - 1.14 VESTIBULE
 - 1.15 STORAGE
 - 1.05 SPECIAL NEEDS ROOM
 - 1.06 MUSIC ROOM
 - 1.07 STAFF WASHROOM
 - 1.08 STAFF WASHROOM
 - 1.09 PHONE ROOM
 - 1.10 SERVER ROOM
 - 1.11 CLASSROOM
 - 1.12 STAFF WORK ROOM
 - 1.13 CHAPEL
 - 1.14 BOYS' WASHROOM
 - 1.15 GIRLS' WASHROOM
 - 1.01 CLASSROOM STORAGE
 - 1.02 KINDERGARTEN STORAGE
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 <p>NIAGARA CATHOLIC DISTRICT SCHOOL BOARD</p>	FIRM NAME AND ADDRESS NIAGARA CATHOLIC DISTRICT SCHOOL BOARD 427 RICE ROAD, WELLAND, ONTARIO, L3C 7C1, (905) 735-0240		GENERAL NOTES TOTAL SCHOOL AREA 4935.7 SQ.M. PROPERTY ACREAGE 3.302 HA		
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DATE JUNE 1997	SCALE NTS	DRAWN BY T. LABBANCZ			

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: APPROVED MINUTES OF THE SPECIAL EDUCATION
ADVISORY COMMITTEE (SEAC) MEETING OF
DECEMBER 4, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Special Education Advisory Committee Meeting of December 4, 2013 as presented for information.



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING WEDNESDAY, DECEMBER 4, 2013

Minutes of the Meeting of the Special Education Advisory Committee, held on Wednesday, December 4, 2013, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Chair Racine.

2. Roll Call

Members	Affiliations	Present	Excused	Absent
Anna Racine	The Tourette Syndrome Association of Ontario	✓		
Rob Lavorato	Down Syndrome Caring Parents (Niagara)	✓		
Connie Parry	Association for Bright Children	✓		
Kerry Thomas	Community Living-Welland/Pelham	✓		
Sarina Labonte	Community Living-Grimsby, Lincoln & West Lincoln	✓		
Carol Baldinelli	VOICE for Hearing Impaired Children	✓		
Colleen Sword	Autism Ontario – Niagara Region Chapter	✓		
Jay Gemmell	John Howard Society of Niagara	✓		
Diane Dakiv	Ontario Brain Injury Association	✓		
Sarah Farrell	Learning Disabilities Association – Niagara	✓		
Bill Helmeczi	Pathstone Mental Health		✓	
Trustees				
Father Paul MacNeil			✓	
Rhianon Burkholder		✓		
Student Senate Representative				
Leah Zahorchak		✓		

The following staff were in attendance:

Yolanda Baldasaro, Superintendent of Education; **Danny DiLorenzo**, Principal, Secondary;
Terry Antoniou, Principal, Elementary; **Colleen Atkinson**, Coordinator Special Education;
Tina DiFrancesco, Recording Secretary

Introductions

Chair Racine introduced Carol Baldinelli who is the new alternate SEAC representative from VOICE for Hearing Impaired Children.

3. Approval of the Agenda

Moved by Kerry Thomas
Seconded by Trustee Burkholder

THAT the Special Education Advisory Committee approve the Agenda of the Special Education Advisory Committee Meeting of December 4, 2013.

CARRIED

4. Disclosure of Interest

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

5. Approval of Minutes of the Special Education Advisory Committee Meeting of November 6, 2013

Moved by Colleen Sword
Seconded by Rob Lavorato

THAT the Special Education Advisory Committee approve the Minutes of the Special Education Advisory Committee Meeting of November 6, 2013 as presented.

CARRIED

B. PRESENTATIONS

C. VISIONING

1. Goals and Vision for 2013/2014

1.1 Special Needs/Catholic School Council Report

Chair Racine and Vice-Chair Lavorato spoke about the November 12th SEAC presentation to the Committee of the Whole. Superintendent Baldasaro congratulated the SEAC members, stating that comments were made about the good work that the SEAC does, how many members we have and how nice it was to see the face to the name. Trustee Burkholder said that the presentation was well received and a job well done.

Chair Racine addressed the Special Needs/Catholic School Council Report and asked the members for ideas on how to move forward with this goal. Superintendent Baldasaro suggested approaching the Niagara Catholic Parent Involvement Committee (NCPIC) to add this report as a possible agenda item. A discussion was held regarding an insert in the school newsletter and school agenda. More information will follow.

1.2 Follow up letter to the Ministry

Chair Racine spoke of the letters that the SEAC had sent to the Ministry of Education regarding all teachers obtaining the Special Education Part 1 course. A discussion was held about sending another letter to the Ministry of Education as they are looking at expanding the teacher's college program to 2 years. Chair Racine will bring a draft letter to the January meeting for review and feedback.

1.3 Goals for 2013/2014

A discussion was held regarding the SEAC Goals for 2013-2014. Members provided suggestions and feedback. Chair Racine will draft a list of the recommendations and bring it back to the January meeting for review.

D. BUSINESS ARISING FROM THE MINUTES OF THE MEETING OF NOVEMBER 6, 2013

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

6.1 Update on Niagara Catholic District School Board Protocol for Students Not Writing Exams

Kerry Thomas stated that he will provide an update at the January meeting.

7. Policy Review

7.1 Review Policies

The *Religious Education for Teaching Staff Policy* and the *School Generated Funds Policy* were presented. The deadline to respond is January 7, 2014. The policies will be reviewed by Chair Racine and Vice-Chair Lavorato. Suggestions, if any, will be sent electronically to the SEAC members for feedback and then be forwarded to Jennifer Brailey on behalf of the SEAC.

E. AGENCY REPORTS

1. VOICE for Hearing Impaired Children – Carol Baldinelli

- Nil Report

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

- The first week of November was Down Syndrome Awareness Week.
- DSCP Kids Christmas party will be held Sunday, December 8th at Heartland Forest.

3. Community Living – Welland/Pelham – Kerry Thomas

- Community Living's 60th Anniversary Event was recently held.
- Recent news regarding the Huronia lawsuit indicated that the judge approved the settlement.

4. Association for Bright Children – Connie Parry

- Nil Report

5. Community Living – Grimsby, Lincoln and West Lincoln – Sarina Labonte

- There were some approvals in November 2013 for Passport (individualized) funding for those individuals who are 18 years or older;
- Community Integration for Cooperative Education (CICE) Program is being considered for Niagara College possibly for a September 2014 start. This is a college certificate program that provides career development and employment skill development to individuals with a disability. For an example of this program you can view the following video - <http://www.youtube.com/watch?v=OzHL2kcWEQ0>
- Our agency is working with various high schools in West Niagara and offering to provide a dedicated person centered planner to help facilitate meetings for those individuals preparing for graduation and the adult world beyond high school.

6. Autism Ontario – Colleen Sword

- The Annual Starlight Dinner and Dance Gala is being held on Saturday, December 7, 2013 in the beautiful Starlight Room of Club Roma.
 - Time: 5:30pm-1:00am

- Price: \$55 per ticket, or a table of 10 for \$500
Enjoy a cocktail hour, five-course dinner, a mystery grand prize, MC Mark Matthews, a live and silent auction, and more!
- Programs are starting up again in January.

7. *The Tourette Syndrome Association of Ontario – Anna Racine*

- Nil Report

8. *John Howard Society of Niagara – Jay Gemmell*

- **The John Howard Society of Niagara** has been busy writing proposals for the second deployment of the Youth Employment fund. This funding is being released through the Ministry of Economic Development, Trade, and Employment. This offering of funding continues until December of 2015. The focus of this initiative is Entrepreneurship.
- **Youth in Transition Worker Proposal:** The JHSon was notified that it was not the successful candidate in an attempt to bring this MCYS funding to Niagara. However, we believe that there was funding earmarked for Hamilton/Niagara region. This is a very high needs sector in Niagara, and we anxiously await the presentation of the successful agency.
- The John Howard Society of Niagara was a happy sponsor of the Niagara Catholic District School Board's **Niagara Catholic Innovation Creativity and Entrepreneurship** initiative. We would like to note that this is wonderfully creative practical application of all of the academic skills acquired by Niagara Catholic students.
- **The Board of Directors at the John Howard Society of Niagara** has completed its selection process, in search of a new Executive Director to replace Jim Wells. The successful candidate is Jay Gemmell.

9. *Ontario Brain Injury Association – Diane Dakiv*

- Nil Report

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

- Fall programming wrapped up yesterday (Tuesday, Dec. 3) and all programs were a success! The children made great gains in their literacy and social skills throughout these past 8 weeks.
- The St. Catharines Standard visited our BEST program to capture the program and particularly the Nobody Project. It was a well-written article! The online link is as follows: <http://www.stcatharinesstandard.ca/2013/11/05/nobody-doll-helps-kids-find-their-somebodys>
- We are currently accepting applications for our Winter programs (Reading Rocks, Reading Rocks Jr., Let's READ, BEST) until January 20. Spots are limited so we encourage all families to apply as soon as possible!

11. *Pathstone Mental Health – Bill Helmecki*

- Nil Report

F. STAFF REPORTS

1. Terry Antoniou –Principal, Elementary

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

St. Andrew celebrates two students attending Tim Horton's camp this week.

Mrs. W. Brant-Principal-St. Thomas More Catholic Elementary

St. Thomas More celebrates students attending SNAP at Brock University.

Mrs. L. Selman-Principal-Sacred Heart Catholic Elementary

Sacred Heart celebrates the role model in a Catholic School Council member who is deaf/hard of hearing.

On behalf of all our Catholic Elementary communities, we wish you all a Very Blessed Christmas and a Happy New Year!

2. Danny DiLorenzo –Principal, Secondary

Lakeshore Catholic

- Inclusion and integration initiatives are still in full swing and positive for our students.
- AM/PM co-ops on-going for 5 students in the Special Education Class at Sobey's in Port Colborne. Students attended the Saint Paul Cosom hockey day on Friday, November 29, 2013.
- Planning and preparation is underway for our annual Christmas dinner in the Special Education Classroom.

Holy Cross

- The Special Education Class at Holy Cross is a wonderful place to be! We have celebrated a slew of November birthdays by baking cupcakes and other treats.
- Twenty letters are on their way to the Canadian Forces bases in Afghanistan and the Middle East. We have welcomed back a student who was in BC for a year and celebrated his birthday with the delivery of a hi-low table to help improve his independence. Our students are still enjoying their fashion show photos which flash up on the hall monitors. All of us walked or rolled on the catwalk to celebrate Holy Cross pilgrimages of the past and present. The number was choreographed to One Direction's "What makes you Beautiful" with our student's gesturing to the audience to remind them that they are beautiful too.
- Now we are getting ready for the smells and bells of Christmas.

Denis Morris

- On Monday, November 11, Denis Morris students came together in the Father Burns Gymnasium to honour the sacrifices made in the past by members of Canada's Armed Forces and to acknowledge the sacrifices being made today by our peace keepers. The Remembrance Day presentation was a moving and inspiring tribute to our veterans. Our students commemorated the bravery of all our soldiers through prayers, original poems, dance drama and dramatic presentations. The audience demonstrated a solemn respect for the both the traditions and principles of Remembrance Day and for the sincerity of all our performers. A special mention goes to our students from the Special Education class for their dramatic performance; a highlight of the Remembrance Day assembly.

Blessed Trinity

- Preparation for Grade 9 EQAO is underway. Accommodations are in place for students with Individual Education Plans and letters to parents will be mailed home in January.
- Preparation for the OSSLT is already underway. The Special Education Department is working closely with the Success and English Departments to identify students who will require extra preparation and to ensure that suitable accommodations are in place.
- Transition meetings have begun for our students who will become a welcome part of our Special Education Classroom next year. We look forward to many visits with both the students and their parents/guardians.
- Many of our students love being part of the Swim Team and are enjoying great success!
- We are looking forward to our class trip to the Watering Can once again this year. On December 17th, staff, students and peer helpers will venture to the Vineland location to create a beautiful floral Christmas arrangement.
- Advent is a special time in our classroom as we reflect through prayer, almsgiving and donating to those less fortunate.
- With two students graduating from the program this year, many transition meetings have already taken place and will continue throughout the remainder of the year. Our collaborations with the families and the Association for Community Living (along with their partners) have resulted in excellent conversations and plans. We are very excited about the strong community employment prospects for our students as they transition into the post-secondary world.
- Blessed Trinity's Special Education Department staff and students would like to wish all members of the SEAC a safe and happy holiday season. Merry Christmas! Looking forward to sharing new and exciting items in the New Year!

3. Yolanda Baldasaro – Superintendent of Education

- Superintendent Baldasaro on behalf of Andrea Bozza, Mental Health Lead handed out a *Resource Mapping Survey* to be completed by the SEAC members.
- Senior Administrative staff attended Grade 8 masses today.
- Niagara Catholic District School Board is developing a process for Transitional Aged Youth.
- The IEP Data Engine is under review.

4. Colleen Atkinson – Coordinator Special Education

- On November 20th Special Education staff and Kerry Thomas attended a *Consultation Session for the Development of a Provincial Framework to Support Programs that are not based on the Provincial Curriculum*.

G. TRUSTEE REPORTS

1. Father Paul MacNeil – Trustee

- Nil Report

2. Rhianon Burkholder – Trustee

- Trustee Burkholder commented how well received the SEAC presentation was by the Trustees at the November 12th Committee of the Whole meeting. It was mentioned more than once, how nice it was to see a face to the Committee. An excellent job was done by all and it was great seeing such support and dedication.
- Last night the Organizational Committee meeting was held. Trustee Kathy Burtnik will continue as Chair of the Board, and Rhianon Burkholder was elected as Vice-Chair.

H. STUDENT REPORT

1. Leah Zahorchak – Student Representative

- Student Senate is starting a monthly newsletter to be sent to Principals which will include key points of information about the Senate as well as the SEAC and NCPIC.

I. NCPIC REPORT

- The Annual Catholic School Council Chairs meeting was held in October at Monsignor Clancy Catholic Elementary school. Members broke up into schools and shared best practices.
- The Niagara Catholic Parent Involvement Committee is still working on the ProGrant kit.
- The Faith Formation Committee is starting to prepare for Faith Formation.

J. NEW BUSINESS

1. Learner Advocacy

2. Parent Outreach

3. Program and Service Recommendations

4. Special Education Budget
5. Annual Review, Special Education Plan
6. Other Related Items
7. Policy Review

K. CORRESPONDENCE

L. QUESTION PERIOD

M. NOTICES OF MOTION

N. AGENDA ITEMS – DISCUSSION FOR FUTURE MEETINGS

1. Mental Health Lead – Andrea Bozza
2. Election Proceedings for SEAC Chair and Vice-Chair – January 2014

O. INFORMATION ITEMS

1. On behalf of Director Crocco and Senior Administrative staff Superintendent Baldasaro wished everyone a Blessed Christmas and Happy New Year.

P. NEXT MEETING:

Wednesday, January 8, 2014 at 7:00p.m. at the Catholic Education Centre

Q. ADJOURNMENT

Moved by Sarina Labonte
Seconded by Rob Lavorato

THAT the December 4, 2013 meeting of the Special Education Advisory Committee be adjourned.

CARRIED

This meeting was adjourned at 8:30p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: APPROVED MINUTES OF THE NIAGARA CATHOLIC
PARENT INVOLVEMENT COMMITTEE (NCPIC) MEETING
OF NOVEMBER 14, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board receive the Approved Minutes of the Niagara Catholic Parent Involvement Committee (NCPIC) Meeting of November 14, 2013, as presented for information.



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.



APPROVED MINUTES

NIAGARA CATHOLIC PARENT INVOLVEMENT COMMITTEE

THURSDAY, NOVEMBER 14, 2013

7:00 P.M.

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



Note: The Director of Education's designate Lee Ann Forsyth-Sells, Superintendent of Education presided until the Election of the Chair and/or Co-Chairs of the Niagara Catholic Parent Involvement Committee.

A. ROUTINE MATTERS

1. **Meeting called to Order by:** The Director's Designate Lee Ann Forsyth-Sells, Superintendent of Education.
2. **Opening Prayer:** The Opening Prayer was led by Debra McCaffery
3. **Roll Call:** John Crocco, Director of Education/Secretary Treasurer and Debra McCaffery, Board Chaplaincy Leader were in attendance for this meeting.

Members	Affiliations	Present	Excused	Absent
Antoinette Bortolon	Niagara Falls/Niagara-on-the-Lake	√		
Josephine Lettieri	Niagara Falls/Niagara-on-the-Lake		√	
Mary Mannella-Byers	Niagara Falls/Niagara-on-the-Lake		√	
Shawn O'Brien	Niagara Falls/Niagara-on-the-Lake	√		
Mary-Jo Au	St. Catharines	√		
Marion Battersby	St. Catharines	√		
Rocco Di Matteo	St. Catharines	√		
Lisa Finley	St. Catharines	√		
Sharon Goossen	Welland	√		
Diane O'Donnell	Welland	√		
Heather Pyke	Fort Erie/Port Colborne/Wainfleet	√		
Shonna Daly	Grimsby/Lincoln/West Lincoln/Pelham	√		
Linda Marie O'Hagan	Community Representative	√		
Anna Racine	Special Education Advisory Committee Representative		√	
Fr. Peter Rowe	Bishop/Diocesan Representative	√		
Terri Pauco	Teacher Representative		√	
Josie Rocca	Support Staff Representative	√		

Theo Dagenais	Elementary Principal Representative	√		
Jeff Smith	Secondary Principal Representative	√		
Aidan Harold	Student Senate Representative			√
Lee Ann Forsyth-Sells	Director's Designate-Superintendent of Education	√		
Trustees				
Kathy Burtnik	Chair of the Board	√		
Maurice Charbonneau	Vice-Chair of the Board	√		
Yvonne Anderson	Recording Secretary	√		

4. Approval of Agenda

Moved by: Heather Pyke

Seconded by: Shonna Daly

THAT the Niagara Catholic Parent Involvement Committee approve the Agenda of the Niagara Catholic Parent Involvement Committee Meeting of November 14, 2013.

CARRIED

5. Declaration of Conflict of Interest

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

6. Commissioning of NCPIC Members-Debra McCaffery

Lee Ann Forsyth-Sells welcomed Debra McCaffery, Board Chaplaincy Leader to the meeting for the Commissioning Ceremony. Each member of the Niagara Catholic Parent Involvement Committee publicly acclaimed their commitment to promote the Mission of Catholic Education and the Mission, Vision and Values of the Niagara Catholic District School Board.

7. Terms of Office-parent members

MOTION

Moved by: Shawn O'Brien

Seconded by: Diane O'Donnell

THAT the NCPIC parent members step-back and re-discuss the terms of office for the St. Catharines area.

CARRIED

Members		One (1) year Term	Two (2) year Term
Antoinette Bortolon	Niagara Falls/Niagara-on-the-Lake	√	
Josephine Lettieri	Niagara Falls/Niagara-on-the-Lake (absent)		
Mary Mannella-Byers	Niagara Falls/Niagara-on-the-Lake (absent)		
Shawn O'Brien	Niagara Falls/Niagara-on-the-Lake		√
Mary-Jo Au	St. Catharines		√
Marion Battersby	St. Catharines		√
Rocco Di Matteo	St. Catharines	√	

Lisa Finley	St. Catharines	√	
Sharon Goossen	Welland		√
Diane O'Donnell	Welland	√	
Heather Pyke	Fort Erie/Port Colborne/Wainfleet	√	
Shonna Daly	Grimsby/Lincoln/West Lincoln/Pelham		√

8. Election of Chair and/or Co-Chairs

A consensus was reached by the parent members of the Niagara Catholic Parent Involvement Committee that only a Chair would be elected to represent the Niagara Catholic Parent Involvement Committee.

Lee Ann Forsyth-Sells called for nominations for the position of Chair.

Moved by: Sharon Goossen

Seconded by: Shawn O'Brien

THAT Mary-Jo Au, be nominated for the position of Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked Mary-Jo Au if she wished to stand for the position of Chair of the Niagara Catholic Parent Involvement Committee. Mary-Jo Au accepted the nomination.

Superintendent Forsyth-Sells asked if there were any more nominations.

Moved by: Marion Battersby

Seconded by: Heather Pyke

THAT Shonna Daly, be nominated for the position of Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells asked Shonna Daly if she wished to stand for the position of Chair of the Niagara Catholic Parent Involvement Committee. Shonna Daly accepted the nomination.

There were no further nominations forthcoming.

Mary-Jo Au was elected as the Chair of the Niagara Catholic Parent Involvement Committee.

Superintendent Forsyth-Sells turned over the Chairship of the Niagara Catholic Parent Involvement Committee meeting to Chair Au.

9. Chair's Remarks

Chair Au, thanked the parent members for placing their trust and confidence in her and electing her as the 2013-2015 Chair of the Niagara Catholic Parent Involvement Committee. Chair Au, is looking forward to her two (2) year term and the possibilities of further promoting parent engagement in the Board.

10. Approval of Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 9, 2013

Moved by: Heather Pyke

Seconded by: Shonna Daly

THAT Niagara Catholic Parent Involvement Committee approve the Minutes of the Niagara Catholic Parent Involvement Committee Meeting of May 9, 2013 as amended.

CARRIED

B. PRESENTATIONS/GOOD NEWS

- Deferred to next meeting.

C. REPORT FROM THE DIRECTOR'S DESIGNATE SUPERINTENDENT OF EDUCATION-Lee Ann Forsyth-Sells

1. Catholic School Councils Chairs/Co-Chair(s) and Members Sharing Session

The subcommittee meeting minutes and the feedback from the Niagara Catholic District School Board, Niagara Catholic Parent Involvement Committee, Catholic School Councils Chair/Co-Chair(s) and Members' Sharing Session, were provided to all NCPIC members for information. This information will also be shared with Principals/Vice-Principals at the next Director's Meeting.

2. Catholic School Council-OAPCE Liaison Representatives

A memo was sent to all elementary and secondary Principals, Vice-Principals and Catholic School Council Chairs and Co-Chair(s) to encourage their Catholic School Councils to elect an OAPCE Liaison Representative for the 2013-2014. The role of the Catholic School Councils OAPCE Liaison Representative was clarified as a means of communication between Catholic School Councils and OAPCE.

3. Parent Engagement in Ontario

The Ministry of Education released a PowerPoint Presentation on Parent Engagement in Ontario 2013-2014 to support, encourage and enhance parent engagement; communicating with and supporting the Catholic School Councils; and undertaking activities to help parents support their children's learning at home and at school. The PowerPoint Presentation will be presented at the next NCPIC meeting of January 9, 2014.

4. Niagara Catholic System Priorities 2012-2013 Achievement Report

A copy of the Niagara Catholic System Priorities 2012-2013 Achievement Report was provided to all NCPIC members for their review. John Crocco, Director of Education/Secretary Treasurer reviewed the achievement report highlighting indicators within the report and whether the Strategic Direction or Enabling Strategy was either "Completed" or "In Progress 2013-2014."

5. NCPIC Financial Report

A financial statement was provided.

D. COMMUNITY REPRESENTATIVE REPORT-Linda Marie O'Hagan

- Linda Marie presented updates on the CWL and the Diocese of St. Catharines.
- Natalie Pagnotta a student from Saint Paul Catholic High School spoke on her involvement with the Catholic Women's League and Development and Peace.

E. SEAC REPORT

- NIL Report-regrets sent

F. OAPCE REPORT-Heather Pyke

- Heather Pyke, Regional Director of OAPCE presented a report on the history of OAPCE and the importance of the parent voice in Catholic Education.
- OAPCE will be celebrating its 75th anniversary in May 2014 and information will be provided at a future meeting.

G. BISHOP/DIOCESAN REPRESENTATIVE REPORT-Fr. Peter Rowe

- Fr. Peter welcomed new and returning members to the Niagara Catholic Parent Involvement Committee and stated that he is pleased to continue as the Bishop/Diocesan representative.
- Fr. Peter reflected on the Year of Faith and how as a Catholic community we will continue to grow in faith, and build strong Catholic families and communities.
- Fr. Peter encouraged the NCPIC to participate in the upcoming 2014 initiatives and to continue Faith promoting at home.
- The Diocese is celebrating the 50th Anniversary of the Liturgy Document.

H. SUBCOMMITTEE REPORTS**1. Faith Formation-Josie Rocca**

- An e-mail will be sent to invite all members to attend a Faith Formation subcommittee meeting.

2. Policy and Goals-Shonna Daly

- NIL Report –Shonna Daly excused at 8:20 p.m.

3. PRO Grant-Heather Pyke

- All components of the PRO Grant initiative have been completed.
- An e-mail will be sent to invite all members to attend a PRO Grant subcommittee meeting.
- A presentation will be made at the January 9, 2014 NCPIC meeting.
- Packages will be ready and provided to all parents/guardians of new ELKP Registration-February 2014.

I. STUDENT SENATE REPORT

- **NIL Report**

J. STAFF REPORTS

- Support staff in Niagara Catholic selects and donates to a local charity each year. This year the recipient of their donation will be “Dreams to Memories”. “Dreams to Memories” assists terminally ill parents/guardians create a loving memory for their families.
- Elementary and secondary schools across Niagara Catholic have participated in various social justice activities such as Terry Fox Walk, Grape and Wine Parade, Pilgrimage, Thanksgiving Day and Remembrance Day Masses and celebrations, Random Act of Kindness Day and Mary’s Meals.

- Blessed Trinity hosted the first Elementary Student Senate meeting. Students were excited enthusiastic, and creative and innovative feedback was received.
- Grade 8 Transitions and Take Your Kids to Work Day took place on November 6, 2013.
- Niagara Catholic held a Faith Day session on November 15, 2013 for all staff. This was an opportunity for staff to renew and strengthen their faith and commitment to Catholic education through School Improvement Plans.
- Anti-Bullying Week is November 17 to 23, 2013 several activities will be implemented at the school level.
- Parent/Teacher and Student Conferences will be held to discuss Elementary Progress Reports.
- Holy Cross Catholic High School hosted the annual Niagara Catholic Spelling Bee on November 21, 2013.
- Grade 9 Retreats are taking place in all secondary schools.
- University and Colleges are presenting to the Grade 12 students.
- Secondary schools are focused on Mental Health Awareness and Blood Services.
- Secondary schools are providing transition days for Grades 6, 7 and 8 in order to make students feel welcome and at ease as they prepare for secondary school.
- Niagara Catholic has initiated a Board wide collection to support relief efforts in the Philippines through Development and Peace.
- Niagara Catholic is preparing for the Advent Season and schools will be initiating activities to support school communities.

MOTION

Moved by: Marion Battersby

Seconded by: Rocca Di Matteo

THAT the NCPIC meeting of November 14, 2013 be extended to complete items on the agenda.

CARRIED

K. TRUSTEE REPORTS

Trustee Charbonneau

- NIL Report-deferred to Kathy Burtnik

Trustee Burtnik

- Pilgrimage Sunday was a huge success; with the energy of our Catholic Youths.
- The Attendance Area Review Committee recommendation for Saint Francis will be presented at the December Committee of the Whole meeting.
- The Accommodation Review Committee recommendation for St. Christopher and St. Theresa will be presented in the in Spring 2014.
- Trustee Burtnik advised the NCPIC that OSSTF has made a motion for one public school system. Are you prepared to stand up and fight for Catholic education? Can you answer, why Catholic education is distinctive? Can you defend in words the importance of Catholic education?
- The Organizational Meeting of the Board will take place on December 3, 2013. The Chair and Vice-Chair will be elected at this meeting.

L. NEW BUSINESS

M. QUESTION PERIOD

N. AGENDA ITEMS-DISCUSSION FOR FUTURE MEETINGS

- Chair Au-suggested a social for the NCPIC.

O. NEXT MEETING: Thursday, January 9, 2014, 7:00 p.m. Catholic Education Centre

P. ADJOURNMENT/CLOSING PRAYER

Moved by Heather Pyke

Seconded by Marion Battersby

THAT the November 14, 2013 meeting of the Niagara Catholic Parent Involvement Committee be adjourned.

CARRIED

This meeting was adjourned at 9:25 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: NIAGARA CATHOLIC INTERNATIONAL
COOPERATIVE EDUCATION PROGRAM (NCICE)
DOMINICA 2013**

The report on the Niagara Catholic International Cooperative Education Program
(NCICE) Dominica 2013 is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education

Presented by: Mark Lefebvre, Superintendent of Education

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

Date: January 28, 2014



REPORT TO THE BOARD JANUARY 28, 2014

NIAGARA CATHOLIC INTERNATIONAL COOPERATIVE EDUCATION PROGRAM (NCICE) DOMINICA 2013

BACKGROUND INFORMATION

In alignment with the Board's Vision 2020 Strategic Plan and the System Priority 2013-2014 to *"To enhance social justice experiences and global citizenship for elementary and secondary students and staff through local, national and international experiences"*, all Niagara Catholic secondary school students were invited during the 2013-2014 course selection process to apply to the second Niagara Catholic International Cooperative Education Program in Dominica taking place in the fall of 2013. Following an extensive application and selection process, on September 29th, 2013 eleven (11) Niagara Catholic District School Board students and two (2) classroom teachers embarked on the three month placement portion of the Niagara Catholic International Cooperative Education Program in Dominica.

Lead by Niagara Catholic staff Jason Benoit (Lakeshore Catholic High School) and Amber Benoit (Saint Michael Catholic High School), the eleven students who spent from September 29th to December 20th, 2013 in Dominica were: Shawna Hopper, Emily Madronich, Sam Macsai, Amy Hoad-Owen, Alex Salway and Taya Sorge of Lakeshore Catholic High School; Emily Burkholder of Denis Morris Catholic High School; Milana D'Intino of Saint Francis Catholic Secondary School; Emily Boudreau and Haley Lambourne of Saint Michael Catholic High School; and Mackenzie Chow of Notre Dame College School.

As the coordinating school for the 2013 Niagara Catholic International Cooperative Education Program, Lakeshore Catholic High School students and staff have raised funds through their annual Pilgrimages and have visited Dominica for fifteen years. Every February, students and staff travel to the Caribbean island of Dominica, which is the second poorest nation in the Western Hemisphere next to Haiti to work with the community to improve their level of education and their standard of living.

The students and staff participating in this year's Niagara Catholic International Cooperative Education Program 2013 lived for the three months in Portsmouth, Dominica. In Dominica, students worked at four cooperative education placements. The first placement was at St John's Catholic Elementary School assisting classroom teachers in preparing, delivering, and assessing curriculum. The second placement was at the Northern District Home for the Aged "The Grange" which is the local seniors' home. Students assisted registered nurses Mariette and Lucille in the daily care of the residents. A third placement was at the Portsmouth Library. Students helped to organize and administer the day to day duties under the supervision of librarian, Monique Matthew. The students also organized and volunteered at a literacy club at the library. The fourth and final cooperative education placement was at the Centre where Adolescents Learn to Love and Serve. This is an alternative placement where students worked with Sister Betty Rae and Mrs. Douglas to teach life skills to the students of the centre.

In addition to our Niagara Catholic students earning four (4) cooperative education credits, all students were enrolled in three (3) academic credits as part of the seven (7) total NCICE credit program. Mr. Benoit, Program Chair of Religious Education at Lakeshore Catholic High School delivered the curriculum for the Philosophy of Religion course (HZE 4U) and Mrs. Benoit a Science teacher at Saint Michael Catholic High School, delivered the curriculum for Grades 11 and 12 Biology (SBI 3U/SBI 4U).

Finally, Mr. and Mrs. Benoit, who were both collegiate athletes and are actively involved in their schools' co-curricular athletics program, jointly delivered the curriculum for the Grade 12 Physical Education course (PAI 4Os).

Students and staff returned safely to Canada on Thursday, December 19th, 2013 and have shared their exceptional experiential learning experience in Dominica with both their secondary school communities and the elementary schools within their respective Family of Schools.

A presentation by students and staff at the January Board Meeting will highlight the remarkable social justice experiences from the Niagara Catholic International Cooperative Education (NCICE) Dominica 2013 program.

The report on the Niagara Catholic International Cooperative Education Program (NCICE) Dominica 2013 is presented for information.

Prepared by: Mark Lefebvre, Superintendent of Education

Presented by: Mark Lefebvre, Superintendent of Education

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

Date: January 28, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: NIAGARA CATHOLIC SYSTEM PRIORITIES MID-YEAR
PROGRESS REVIEW 2013-2014**

The Niagara Catholic System Priorities Mid-Year Progress Review report is presented for information.

Prepared by: Senior Administrative Council

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

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

Date: January 28, 2014



REPORT TO THE BOARD MEETING JANUARY 28, 2014

MID-YEAR PROGRESS REVIEW OF THE NIAGARA CATHOLIC SYSTEM PRIORITIES 2013-2014

BACKGROUND INFORMATION

At the May 28th, 2013 meeting of the Niagara Catholic District School Board, the following motion was approved;

THAT the Niagara Catholic District School Board approve the Niagara Catholic Strategic Directions System Priorities 2013-2014, as amended. (Appendix A)

The Niagara Catholic Strategic Directions Priority Indicators 2013-2014 are designed to provide the annual focus for the system towards achieving the outcomes of the Niagara Catholic Vision 2020 Strategic Plan. Within the two (2) Strategic Directions and the seven (7) Enabling Strategies are the approved system priority indicators which provide the specific framework to measure the achievement of each direction and strategy within our multi-year strategic plan.

The Board approved Strategic Directions Priority Indicators 2013-2014 were posted on the Niagara Catholic website and copies were provided to Bishop Bergie, the Diocese of St. Catharines, Special Education Advisory Committee (SEAC), Catholic School Council Chairs and the Niagara Catholic Parent Involvement Committee (NCPIC). In addition, a poster size copy of the Niagara Catholic Strategic Direction Priority Indicators 2013-2014 were displayed in public locations in all schools, Board sites and the Catholic Education Centre for review by students, staff, parents and guests to Niagara Catholic.

As we reach the approximate mid-point of the 2013-2014 academic year, Senior Administrative Council conducted its annual mid-year review of the progress in achieving the indicators of success within each Strategic Direction and Enabling Strategy. The results of the mid-year review were collated and reviewed by Senior Administrative Council, administrators and Board staff as a measurement of our success to date in achieving each priority indicator by the conclusion of the academic year. Principals will conduct similar discussions with staff on the implementation of system priorities and the measurements of success following a presentation to Principals at the February 2014 Director's Meeting.

Attached to this report (Appendix B) is a copy of the Mid-Year Progress Review of the Niagara Catholic System Priorities for 2013-2014. Within each Strategic Direction and Enabling Strategy is the indicator of success and comments on the measurables to determine the achievement of either *Action Required, On Target or Completed*.

With the majority of indicators directly linked to final achievement results at the conclusion of the 2013-2014 school year, members of Senior Administrative Council, administrators and Board staff will collate, analyze and review all data gathered for the 2013-2014 school year and present a final report to the Board and to all stakeholders at the September 2014 Board Meeting.

The annual final report will provide evidenced based information on the achievement of the Board's annual system priorities and the achievement of specific expectations within Niagara Catholic's multi-year strategic plan, Vision 2020.

The Mid-Year Progress Review of the Niagara Catholic System Priorities 2013-2014
is presented for information.

Prepared by: Senior Administrative Council

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

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

Date: January 28, 2014

Attached

Appendix A - Niagara Catholic Strategic Directions Priority Indicators 2013-2014

*Appendix B - Mid-Year Progress Review of the Niagara Catholic System Priorities 2013-2014
(under separate cover)*



**NIAGARA CATHOLIC STRATEGIC DIRECTIONS
SYSTEM PRIORITIES 2013-2014**

STRATEGIC DIRECTIONS

Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education

- To enhance our distinctive Catholic educational system by implementing the second year of the Niagara Catholic Faith Formation program, *Growing in Wisdom to Worship and Witness*.
- To conduct a Niagara Catholic elementary and secondary Student Conference 2014 focusing on the theme of *Growing in Wisdom to Worship*.
- To enhance social justice experiences and global citizenship for elementary and secondary students and staff through local, national and international experiences.

Advance Student Achievement for All

- To support all students who are six years of age in the development of literacy skills, particularly in learning to read.
- To consolidate an inquiry based model of teaching and learning in all elementary and secondary schools.
- To enhance language acquisition for elementary and secondary students through the expansion of French Immersion at designated sites and specific international languages to meet the needs of students.
- To implement a Niagara Catholic High Performance Academic Support Program for identified students which supports their training, competition and academic pathway with the excellence of Catholic education.
- To implement a Niagara Catholic Alternative Education Secondary School to provide alternative Catholic education to students through a variety of individualized programming models to achieve student success.
- To support the system implementation of the Ministry of Education “Growing Success Assessment, Evaluation and Reporting in Ontario Schools” and the Niagara Catholic Assessment, Evaluation Reporting and Homework Policy for all schools in the Board.
- To advance student achievement with Ministry of Education, Board and School teaching and learning initiatives on the Provincial EQAO Primary and Junior Assessments, the EQAO Secondary Mathematics Assessment, the Ontario Secondary School Literacy Test (OSSLT) and classroom assessments to close the achievement gap for all students.
- To design specific initiatives to exceed the provincial target of 85% graduation rate of 2013-2014 Grade 12 students.
- To advance student achievement, through the development and implementation of the Board Improvement Plan for Student Achievement (BIPSA), and School Improvement Plans (SIP), for every elementary and secondary school focusing on the pillars of Catholic Faith, Community and Culture, Literacy, Numeracy, and Pathways in all schools.

ENABLING STRATEGIES

Provide Supports for Success

- To conduct a review of the Niagara Catholic Special Education Delivery Model to continue to ensure that all students who are most in need receive timely and appropriate supports.
- To implement the Mental Health and Addictions Nurses program in cooperation with the Hamilton Niagara Haldimand Brant Community Care Access Centre to address the need for increased supports for child and youth mental health.
- To facilitate training and certification opportunities for Board and school personnel in the area of suicide awareness and prevention as part of the Niagara Catholic Mental Health and Addictions Plan.
- To promote and design programs and supports for healthy lifestyles of students and staff.

Enhance Technology for Optimal Learning

- To implement the second year of the digital transformation of the Board approved Niagara Catholic Blueprint for Technology Plan.
- To deploy system coaches to train and mentor staff on new technology and software to improve student achievement.
- To enhance software and hardware technology resources for the delivery of special education programs and services in all schools.
- To research and select a student achievement software program.
- To upgrade the technology infrastructure at the Niagara Catholic Data Centre.
- To design and implement a Technology Training Program for all staff.
- To design and implement a Niagara Catholic Technology Team that will install and repair technology hardware in all schools and Board sites.

Building Partnerships and Schools as Hubs

- To build capacity with Trustees, the Diocese of St. Catharines, Parishes, administrators, staff, Student Senate, Special Education Advisory Committee, Niagara Catholic Parent Involvement Committee, Catholic School Councils and parents/guardians by providing current information and regular opportunities for continued dialogue on Catholic education for all students in the Niagara Catholic District School Board.
- To develop and implement programs through the engagement of community groups and the community use of schools program to address the needs of children and families including nutrition, physical activity and literacy.
- To expand educational-based research projects in the Board, by sharing current research and by extending research partnerships with outside agencies.

Strengthen Human Resource Practices and Develop Transformational Leadership

- To develop and implement the third year of the Niagara Catholic Human Resources Certificate Program for all Principals, Vice-Principals and Senior Administrators.
- To develop a web-based application which will provide elementary and secondary student enrolment to be accessed in real time.
- To develop Administrative Guidelines for the hiring and selection process of non-teaching staff in alignment with the Employee Hiring and Selection Policy.

Create Equity and Accessibility of Resources

- To monitor and address the compliance requirements that support the removal of barriers to individuals with disabilities in Board facilities as identified in the 2012-2017 Niagara Catholic Accessibility Plan and the Integrated Accessibility Standards Regulation.

- To implement the strategies supporting equity, diversity and accessibility as identified under Catholic Faith, Community and Culture within the 2013-2014 Board Improvement Plan for Student Achievement.

Ensure Responsible Fiscal and Operational Management

- To comply with Ministry of Education requirements for fiscal financial management by presenting to the Board a balanced budget for 2013-2014.
- To consolidate key risks and mitigate budget factors into a single risk plan in connection with the annual budget for 2013-2014.
- To establish an integrated decision-making structure that supports responsive and responsible allocation of Ministry of Education resources.
- To foster a strong accountability framework that effectively aligns resources to support learning initiatives for all.
- To design a process to provide timely, relevant and reliable financial information that supports effective decision-making at both the school and system level.
- To achieve the goal of 100% certification of all elementary and secondary schools in the Provincial EcoSchool Program.
- To initiate a comprehensive plan for school ground greening initiatives in all elementary and secondary schools as part of our Green Niagara Catholic Program.
- To develop and implement a Niagara Catholic Energy Saving Program to reduce energy consumption as part of our Green Niagara Catholic Program.
- To design a revised Emergency Response Plan for all schools and Board sites.

Address Changing Demographics

- To monitor, report and make recommendations through stakeholder consultation, a comprehensive plan which incorporates changing enrolment, school capacity, attendance area boundaries and accommodation data by June 2014.



Nurturing Souls & Building Minds



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014
Mid-Year Progress Review

NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Strategic Directions

- Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education 1
- Advance Student Achievement for all 2

Enabling Strategies

- Provide Supports for Success 8
- Enhance Technology for Optimal Learning 9
- Building Partnerships and Schools as Hubs 15
- Strengthen Human Resource Practices and Develop Transformational Leadership 16
- Create Equity and Accessibility of Resources 19
- Ensure Responsible Fiscal and Operational Management 20
- Address Changing Demographics 22

MISSION STATEMENT



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



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

On Target

Completed

BUILD STRONG CATHOLIC IDENTITY AND COMMUNITY TO NURTURE THE DISTINCTIVENESS OF CATHOLIC EDUCATION

Page 1

1. To enhance our distinctive Catholic educational system by implementing the second year of the Niagara Catholic Faith Formation program, *Growing in Wisdom to Worship and Witness*.

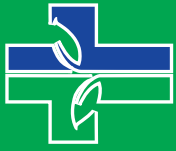
- The Faith Formation Program for all of Niagara Catholic staff moved into the second year “Worship” of our three year theological theme “Growing in Wisdom to Worship and Witness.” Increasing participation has been observed for Faith Formation sessions across a variety of topics and locations throughout the Board. Faith Formation continues to be a focal point of all staff meeting faith formation sessions aligned with the themes of our monthly Wisdom Resource Package distributed to all staff. Niagara Catholic’s Faith Ambassadors continue to foster the faith climate of staff within all elementary and secondary schools throughout the system.

2. To conduct a Niagara Catholic elementary and secondary Student Conference 2014 focusing on the theme of *Growing in Wisdom to Worship*.

- On October 29, 2013, over 300 students from elementary Student Councils and elementary Student Senators gathered with secondary school students and Senators to focus on developing the values, skills and attitudes necessary for Catholic student leadership. Secondary Student Senators served as facilitators and mentors for elementary students which provided a rich and engaging opportunity for developing leadership skills and relationships.

3. To enhance social justice experiences and global citizenship for elementary and secondary students and staff through local, national and international experiences.

- Through dialogue with staff at school meetings, Curriculum Councils, Family of Schools and Director’s Meetings, staff is encouraged and supported to plan and submit for consideration local, national and international social justice experiences for elementary and secondary students.
- Plans are currently being finalized for the innovative Niagara Catholic International Cooperative Education (NCICE) experience at one of Niagara Catholic’s social justice countries to take place either Semester One or Semester Two in the 2013-2014 school year.
- Niagara Catholic’s innovative International Cooperative Education Program had 12 secondary school students participate in the semester course which included a three (3) month practical experience in Dominica. The students engaged in various cooperative education placements in the town of Portsmouth while earning four cooperative education courses, a Religion, Physical Education and Senior Geography course.



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

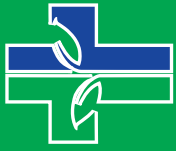
On Target

Completed

Advance Student Achievement For All

Page 2

- To support all students who are six years of age in the development of literacy skills, particularly in learning to read.**
 - 100% of ELKP and kindergarten teachers are able to access assistance for teaching early reading and writing strategies by requesting assistance from Program Department staff.
 - Early reading and writing workshops have been offered to teachers who have expressed interest.
 - All 35 ELKP schools will be offered support for how to teach students reading and writing in an inquiry-based classroom. The other 14 non-ELKP schools will receive 3 half day workshops which will introduce them to inquiry and they will discuss reading and writing in an inquiry-based classroom.
- To consolidate an inquiry based model of teaching and learning in all elementary and secondary schools.**
 - 100% of secondary school Mathematics Departments are engaging in collaborative inquiry for learning mathematics with a focus on the greatest area of student need of the level two learner in Grades 9 to 12.
 - Board Improvement Plan for Student Achievement (BIPSA) focus of assessment for learning in mathematics and Math Talk developed from learning around the Niagara Catholic Junior Mathematics Interventions (JMI) Research (2011-2013) and provides the framework for 100% of elementary teacher inquiry under the Collaborative Inquiry for Learning Mathematics (CILM) and System Implementation and Monitoring (SIM) budgets.
 - Three Niagara Catholic elementary schools are engaged in our Early Learning in Mathematics Inquiry (ELMI) research (partnered with Brock University) that is exploring effective teaching strategies within inquiry-based programs in K-2.
- To enhance language acquisition for elementary and secondary students through the expansion of French Immersion at designated sites and specific international languages to meet the needs of students.**
 - Existing French Immersion sites have been maintained and the planned program expansion is to offer an additional grade of French Immersion at each site in September 2014.
- To implement a Niagara Catholic High Performance Academic Support Program for identified students which supports their training, competition and academic pathway with the excellence of Catholic education.**
 - This program is currently being discussed at Senior Administrative Council in strategic planning sessions for the 2014-2015 school year.



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

On Target

Completed

Advance Student Achievement For All

Page 3

5. To implement a Niagara Catholic Secondary School to provide alternative Catholic education to students through a variety of individualized programming models to achieve student success.

Feasibility meetings have taken place with

- a) Facilities Services to review the current status of Continuing Education Centres to host an Alternative Education Program
- b) Program Department to review and develop a Future Alternative Education program in collaboration with Continuing Education
- c) Development of an Alternative Education Program report with recommendation.
- d) Continuing Education has terminated the lease at St. John North since space has become available at the St. John Centre.
- e) Implementation is forecasted for September 2014.

6. To support the system implementation of the Ministry of Education “Growing Success Assessment, Evaluation and Reporting in Ontario Schools” and the Niagara Catholic Assessment, Evaluation Reporting and Homework Policy for all schools in the Board.

- The Board focus on assessment for this school year is Assessment for Learning, implementing the Ministry of Education’s *Growing Success* policy and the Board policy on Assessment, Evaluation, Reporting and Homework No. 301.10, to improve student achievement for all students and to support student success, through effective instructional and assessment practices from K-12 in all schools.
- The MISA “Assessment for Learning” poster has been provided to all schools to support professional learning for teachers and classroom assessment practices.
- Print and multimedia resources have been shared and posted on the *Research, Assessment and Evaluation* tab of *My Niagara Catholic* for school implementation by administrators and teaching staff.
- Dr. Anne Davies engaged Principals, Vice-Principals, Education Resource Teachers and Board Staff in an interactive workshop on October 2, 2013 based on her book *Transforming Schools and Systems Using Assessment: A Practical Guide* focusing on quality assessment for learning practices. Dr. Davies’ book and presentation were provided to all participants for school implementation.
- The Board Policy (No. 301.10), Assessment, Evaluation, Reporting and Homework has been discussed with Principals, Vice-Principals and teaching staff to align Ministry policies, including assessment strategies from *Growing Success* with Board assessment practices.
- All schools continue to conduct diagnostic assessments to support the improvement of student achievement. Teachers use Observation Surveys, Running Records, PM Benchmarks, Developmental Reading Assessment (DRA) and/or Ontario Comprehension Assessment (OCA) for Grades 7 to 10 students) are used to support the instruction and assessment of all students as per PPM No. 155 and Administrative Council Memorandum (ACM) 071.



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

On Target

Completed

Advance Student Achievement For All

Page 4

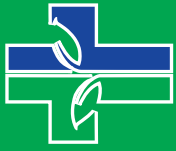
- The OCA has been administered to all Grade 9 students. Teachers have participated in moderated marking sessions. Assessment results have been entered into a data system, so teachers can post “assessment for learning” samples to support student learning needs and to close the gaps in student achievement.
- The text, *Ahead of the Curve*, edited by Douglas Reeves has been provided to Principals and Vice-Principals for their professional learning on assessment for learning and PowerPoint presentations have been provided at Director’s meetings to support implementation at the school level.
- A Professional Learning Session on “Assessment, Evaluation and Reporting” was presented in November 2013 to all new teachers as a component of the New Teacher Induction Program (NTIP).
- Board support staff from the Research, Assessment and Evaluation and Program departments participated in a MISA Assessment and Evaluation Conference to enhance professional learning about assessment strategies, using technology in the classroom, and building collaborative networks.
- Report Card Comment Writing Workshops were held in January 2014 for elementary and secondary school teachers to prepare for Term I and Semester I report cards.

MISA (Managing Information for Student Achievement) London PNC (Professional Network Committee)

- The Board MISA Lead participates in all London PNC meetings and activities; and is an active member of two sub-committees: A&E (Assessment and Evaluation) and SURE (School Board – University Research Exchange).
- The Board is the Banker Board for the MISA London PNC for 2013-2014.
- Consultants, coaches and classroom teachers across the Board have participated in the pilot of various “A&E Toolbox” strategies in support of the initiatives of the MISA A&E sub-committee. It is intended that these strategies, including student and teacher samples and feedback and will be posted on the MISA London PNC website for teacher reference.
- The MISA Lead represented the Board as a guest speaker at SURE’s *Research-to-Practice Festival: Ethical Teachers, Ethical Researchers* at Brock University on November 2, 2013. Niagara Catholic will support the Canadian Society for the Study of Education Annual Conference at Brock University in May 2014.

7. To advance student achievement with Ministry of Education, Board and School teaching and learning initiatives on the Provincial EQAO Primary and Junior Assessments, the EQAO Secondary Mathematics Assessment, the Ontario Secondary School Literacy Test (OSSLT) and classroom assessments to close the achievement gap for all students.

- EQAO Letter to Parents/Guardians
- EQAO Resources: EQAO Reporting Resource and Web Tool for Principals and Staff



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

On Target

Completed

Advance Student Achievement For All

Page 5

- EQAO 2013 Results: Primary and Junior Reading, Writing and Mathematics, Grade 9 Mathematics and Ontario Secondary School Literacy Test (OSSLT) posted on the Board and school websites.
- Principals, Vice-Principals and teaching staff have been provided with student achievement data for data analysis to inform School Improvement Plans to close the achievement gap for all students.

LITERACY SMART GOALS

By June 2014

- to increase the percentage of students achieving Level 3 or above in Reading and Writing on the Primary and Junior EQAO Assessments, Board and classroom based assessments by 5%.
- to increase the achievement of students enrolled in the Applied English course and previously eligible students on the OSSLT by 5%.
- to increase the percentage of students enrolled in secondary French Second Language and French Immersion programs by 5%.
- to increase the circulation statistics of the Library Information Centres by 10%.
- to increase the achievement of students with special education needs, English Language Learners (ELL) and students identified at risk, on EQAO, Board and classroom based assessments by 5%.

NUMERACY SMART GOALS

By June 2014

- to increase the percentage of students achieving Level 3 or above in Mathematics on the Primary and Junior EQAO Assessments, Board and classroom based assessments by 10%.
- to increase the achievement of students in the Grade 9 Applied Mathematics course on the Grade 9 EQAO Assessment by 10%.
- to increase the achievement of students in the Grade 9 Academic Mathematics course on the Grade 9 EQAO Assessment by 5%.
- to increase the achievement of students with special education needs, English Language Learners (ELL) and students identified at risk, on EQAO, Board and classroom based assessments by 5%.

8. To design specific initiatives to exceed the provincial target of 85% graduation rate of 2013-2014 Grade 12 students.

- Advancing student enrolment in Specialist High Skills Major programs by 2%.
- Increase Connecting to College/Dual Credit program enrolment by 2%.
- Increase in developing community partnerships where student are engaged in experiential learning opportunities.
- Promoting Ontario Youth Apprenticeship Program (OYAP) to all students in cooperative education as well as students enrolled in alternative education settings.



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

On Target

Completed

Advance Student Achievement For All

Page 6

9. To advance student achievement, through the development and implementation of the Board Improvement Plan for Student Achievement (BIPSA), and School Improvement Plans (SIP), for every elementary and secondary school focusing on the pillars of Catholic Faith, Community and Culture, Literacy, Numeracy, and Pathways in all schools.

- The Board Improvement Plan for Student Achievement aligns with the Mission, Vision and Values of the Niagara Catholic District School Board, the Ontario Catholic School Graduate Expectations, the Ministry of Education Priority Educational Goals, the School Effectiveness Framework (SEF), *Growing Success: Assessment, Evaluation and Reporting in Ontario Schools*, *The Ontario Leadership Framework* and the *District Effectiveness Framework* outlining the goals, strategies and partnerships required to support all students in the Board.
- The Board Improvement Plan for Student Achievement has aligned the Board's two Strategic Directions with the Priority and SEF Indicators to support the SMART Goals and theories of action statements in the four pillars of Catholic Faith, Community and Culture, Literacy, Numeracy and Pathways.

CATHOLIC FAITH, COMMUNITY AND CULTURE SMART GOALS

By June 2014

- to increase voluntary participation in adult Faith Formation by promoting awareness of programs for all appropriate Niagara Catholic staff.
- to increase communication between school and parish by including at least one member from each group 100% of the time during formal meetings about Sacramental Preparation.
- to complete the internal review of the Niagara Catholic Special Education Delivery Model and present a report to the Director of Education.
- to increase the percentage of staff trained in suicide awareness and prevention by 10%.
- to complete data collection and analysis to review the referral rate and caseload of the Mental Health and Addictions Nurses (MHAN) program in Niagara Catholic secondary schools.
- to increase the self-identification of First Nation, Metis, Inuit (FNMI) students by 5%.

PATHWAYS SMART GOALS

By June 2014

- to achieve 100% retention of elementary students transitioning to Catholic secondary schools.
- to increase student enrolment in Specialist High Skills Major programs by 5%.
- to maintain current student enrolment in Specialist High Skills Major programs.
- to increase Connecting to College/Dual Credit program enrolment by 2%.t
- to increase the percentage of students graduating with an OSSD by 5%.



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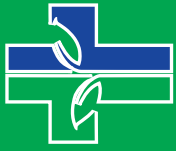
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Advance Student Achievement For All

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- The Board Improvement Plan for Student Achievement (BIPSA) Committee comprised of Superintendents, Principals, Vice-Principals, Consultants, Coordinators and Support Staff will continue with regular meetings to review, revise and update the BIPSA.
- The MISA Board Improvement Planning Project Report was provided to all Principals and Vice-Principals.
- The BIPSA has been provided to all schools and has been posted on the Board website.
- The Research, Assessment and Evaluation Department provided resources to all schools for the October 11, 2013 Professional Activity Day to develop School Improvement Plans using a Board template to align with the BIPSA.
- Family of Schools' Superintendents have completed School Support Visits for Term 1 and Semester 1.
- Ministry of Education Visit #1 occurred on December 5, 2013 to present the BIPSA and K-12 initiatives to support the improvement of student achievement with Ministry representatives.



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1. PROVIDE SUPPORTS FOR SUCCESS

1.1 To conduct a review of the Niagara Catholic Special Education Delivery Model to ensure that all students who are most in need receive timely and appropriate supports.

- Focus group feedback regarding the Niagara Catholic Special Education Delivery Model by a Committee of elementary and secondary Principals and Vice-Principals, during October and November, 2014. Currently gathering input on key issues, key gaps and opportunities for improvement regarding Special Education Delivery Model.
- Review and implementation of revised Special Education Amount (SEA) tracking process.

1.2 To implement the Mental Health and Addictions Nurses program in cooperation with the Hamilton Niagara Haldimand Brant Community Care Access Centre to address the need for increased supports for child and youth mental health.

- Mental Health and Addictions Nurses (MHAN) protocol completed with HNHBCAC.
- In-service for secondary Student Success Teams regarding referral process for MHAN intervention provided during individual school visits, at November 9, 2013 Circle of Care Conference and at Secondary Principals' meetings.
- Regular regional meetings with HNHBCAC and district school boards to review referral process data and provide updates regarding program effectiveness.

1.3 To facilitate training and certification opportunities for Board and school personnel in the area of suicide awareness and prevention as part of the Niagara Catholic Mental Health and Addictions Plan.

- Board personnel trained as t4t safeTALK trainers (Supervisor of Counselling Services, Principal, Stay-in-School Coordinator, Mental Health Lead)
- Board personnel trained as t4t ASIST trainers (Supervisor of Counselling Services Stay-in-School Coordinator, Mental Health Lead)
- safeTALK training is being implemented in both secondary and elementary schools (half of the elementary Educational Assistants trained on October 11, 2013; the remaining elementary Educational Assistants to be trained in the 2014 school year.)
- Thirty (30) teachers trained in safeTALK at the New Teacher Induction Program on October 22, 2013.
- YouthNet program implemented at Blessed Trinity Catholic Secondary School, Denis Morris Catholic High School and Lakeshore Catholic High School in conjunction with Niagara Region Public Health; students also trained in safeTALK to support YouthNet.
- Director, Superintendents, Elementary and Secondary Principals and Vice-Principals, Chaplaincy Leaders, and Child and Youth Workers to receive Applied Suicide Intervention Skills (ASIST) training during February, March and April, 2014.



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1.4 To promote and design programs and supports for healthy lifestyles of students and staff.

- Faith Formation Program, Growing in Worship 2013-2014 – workshops include presenters and resources focussing on mental well-being, strengthening relationships and personal faith development.
- Positive Behaviour Supports (PBS) training, data collection and implementation design, supported by ABA Supervisor, initiated by staff of St. Charles Catholic Elementary School.
- Board personnel serve as members on the following community-based committees: Pathstone Mental Health Anti-Stigma Committee, Niagara Suicide Prevention Coalition, Youth Justice Service Collaborative, YouthNet Niagara, The Raft (temporary housing and shelter for youth), Circle of Care Committee with Family and Children Services.
- Board personnel are included in the writing and implementation of the Charter for Mental Health and Addictions to assist in creating system wide changes in the Niagara Region.
- Implementation of a Mental Health Committee with differing representation from our board
- Implementation of Mental Health curriculum in Grade Nine Secondary Religious Education courses; part of this unit emphasizes anti-stigmatic attitudes, healthy relationships and coping strategies.
- Implementation of YouthNet in three Catholic secondary schools – Blessed Trinity Catholic Secondary School, Denis Morris Catholic High School, Lakeshore Catholic High School.
- Implementation of Community Addiction Services of Niagara (CASON) school-based substance abuse/addictions treatment and counselling pilot program and research study at Holy Cross Catholic Secondary School.
- Project REWIND, in conjunction with the John Howard Society of Niagara, offered to all elementary and secondary schools; program uses restorative justice to create safer environments.
- Implementation of Board scan and resource mapping to facilitate the navigation of mental health programs in the schools. The scan and mapping will help to identify needs and strengths, and programs needed in schools to promote personal wellness.
- Online School Climate Surveys offered for voluntary participation and complete by end of February 2014 for administrators, school staff, students in Grades 4 to 12 and parents/guardians.

2. ENHANCE TECHNOLOGY FOR OPTIMAL LEARNING

2.1 To implement the second year of the digital transformation of the Board approved Niagara Catholic Blueprint for Technology Plan.

- Initial network traffic optimization analysis to optimize usage and load has been completed.
- As a result of the findings, all switching infrastructure throughout the Board has been upgraded.



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- Several recommendations since this time have been made to further maximize all our current investments. Once recommendations have been compiled they will be reviewed and actions will be incorporated into roadmaps for action and implementation.
- Continuing Education Centers have been interconnected to the main network to provide more bandwidth and full access to internal Board resources; the solution also enables centralized network management of these sites.
- Additional work is planned to further upgrade equipment (which has already been purchased) which has been constrained by capacity due to higher priority work.
- Control & active management of network: Discussions have completed on implementing Network QoS (Quality of Service) which will prioritize specific network traffic (voice and data) and insulate vulnerable systems from performance and reliability impacts. ETO will work with the IT team to finalize the QoS strategy and implementation will be phased in iteratively throughout the 2013/2014 calendar year.
- Increase bandwidth to Gigabit level to accommodate impact of video streaming requires new hardware per site. Discussions have taken place on approach. Strategy is pending further discussions with IT team. Strategy will be completed in the 2013-2014 calendar year with implementation planned for the 2014-2015 calendar year.

Wireless Technology

Implementation of hardware platform for all site based IT allowing student and staff wireless access: Phase one has completed with a board-wide rollout.

- To date there are over 2,500 Bring Your Own Device (BYOD) wireless devices connected at any given time to our new wireless network infrastructure.
- The planning for phase two to address gaps with portables and remaining space is underway.
- Increases in bandwidth due to wireless data consumption may require additional core infrastructure investments to allow the core network to scale to support ongoing wireless usage.

Computer Refresh – Elementary

- RFP has been tendered to vendors for refresh. Decisions on direction are pending and then rollout plan will be completed and implemented as quickly as possible.

Computer Refresh – Secondary

- RFP has been tendered to vendors for refresh. Decisions on direction are pending and then rollout plan will be completed and implemented as quickly as possible.



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Administrative Colour Printers

- New HP Colour LaserJet printers were deployed to replace aging Xerox Phaser models.

Re-tooling the Classroom

- Interactive whiteboard (Smartboard) rollout: Smartboard rollout underway.
- Approximately 200 Smartboards have been deployed to date.
- Team continues to work through open tickets to install and complete additional implementations.
- A new installer has been identified which will accelerate remaining implementations.

Software Application Procurements

- Ongoing software titles from secondary schools required for education have been requested and are being fulfilled on an iterative basis.

Administrative Desktops

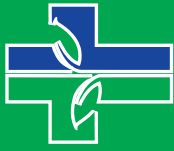
- RFP has been tendered and department is awaiting quotes; Once quotes have come in, analysis will be completed to decide on direction.

Emerging Technologies

- The iPad Mini project is in the field test stage. The Mac and iPad Mini case, containing 20 devices, has been deployed to three test sites: Canadian Martyrs Catholic, Our Lady of Fatima Catholic (SC) and St. Christopher Catholic Elementary Schools. The project, directed to the Primary division is being currently used. The Technology Coaches are providing the onsite training, after which the field test sites will offer input and suggestions regarding their experience. Any last minute changes will be made and then the iPads will be deployed to the remaining elementary schools.

Information Technology Centre Move

- Discussions have taken place to position the Information Technology (IT) Center for move readiness. Education Technology Office (ETO) will advise on recommended approaches and gain support to mobilize the IT organization to be prepared to relocate.



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Disaster Recovery

Key IT infrastructure platforms & services have been prioritized for disaster recovery. The following systems have had disaster recovery implementations completed and are operational:

- Network domain controllers - Tested and validated
- Payroll & HR Systems – IPSS.net SQL Database Server - Tested Monthly
- Accounting System - BAS 2000 Server - Tested Monthly
- Student Data System – Maplewood Server - Tested Monthly
- Phone System - Tested and validated

Security

Enhance security to minimize legacy issues with malware, viruses, etc.

- Microsoft Exchange Server (Mail System) upgraded to version 2010 and is now processing spam and protecting our community with enhanced levels of spam, malware, antivirus and crimeware protection
- A new antivirus solution (Microsoft Forefront) has been selected which is more optimized and offers a better experience for computer users. This is to be rolled out this year.

Address both internal and external breach sources

- Firewall should be upgraded this year for security, scalability, reliability and other additional capability. A recommendation will be made and this will pend financial approval.
- A security program & policy will be established this year which will be incorporated into a roadmap for iterative implementation.

BAS – Building Automation System

- Keyscan system has been upgraded with expanded capabilities

Document Management CRITICAL

- Solution has been expanded to the entire Board, however due to aging infrastructure and other issues, DocuShare in read-only mode and no new documents can be added to it currently.
- Staff are now using network shares only until a solution is implemented
- ETO to engage Corporate Services & Communications team immediately to determine next steps.



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Maplewood Enterprise

- Infrastructure, application and database has been upgraded
- Virtual server pool has been expanded to increase capacity for both Secondary and Elementary.
- The Pool was engineered to expand in the future when the BAS system is upgraded.
- Licensing was upgraded to enterprise version; benefits include a centralized database which simplifies movement of students from one school to another.
- Database upgrade resulted in a more scalable solution with more features, in life support

Catholic Education Centre Hardware Refresh Plan

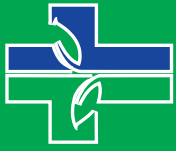
- Refreshed aging computer infrastructure with new machines running Windows 7 and Microsoft Office 2010
- New computer lab implemented
- 30 computers throughout board replaced
- 50 computers replaced at Catholic Education Centre

CEC Infrastructure

- Wireless Technology – rolled out
- Wire cafeteria for internet access - completed
- Rewire computer lab to head end - completed

Database optimizations

- Introduce economy of scale by migrating databases to one platform.
- Implementation of hardware platform for all site based IT allowing student and staff wireless access: Phase One has completed with a board-wide rollout.
- To date we have observed over 2,500 user (BYOD) wireless devices connected at any given time to our new wireless network infrastructure!
- The planning for phase two to address gaps with portables and remaining space is underway.
- Note that increases in bandwidth due to wireless data consumption may require additional core infrastructure investments to allow the core network to scale to support ongoing wireless usage.



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2.2 To deploy system coaches to train and mentor staff on new technology and software to improve student achievement.

- Deployed two (2) staff to this role and feedback has been overwhelmingly positive.
- Implemented PD Place to track professional development which is already used extensively across the board. Over 700 teachers are participating in the program.

2.3 To enhance software and hardware technology resources for the delivery of special education programs and services in all schools.

- Implementation of revised Special Education Amount per Pupil Funding (SEA-PPF) tracking process for student technology needs.
- Development of iPad image with supporting applications for elementary primary level classes.
- Request For Proposal process implemented to refresh elementary and secondary Educational Resource Teachers' laptops.
- On-going focus group discussions, including elementary and secondary Educational Resource Teachers, Special Education Coordinators and Special Needs Facilitator – IT, which provides recommendations for update of IEP Engine with current service provider for September 2014 launch

2.4 To research and select a student achievement software program.

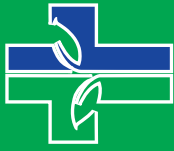
- Research continues on a student achievement software program that is compatible with the Board's Student Administrative System.

2.5 To upgrade the technology infrastructure at the Niagara Catholic Data Centre.

- Increased Tivoli Storage Manager (TSM) storage
- Implemented a new cabinet for tape backup library
- Increased Storage Area Network (SAN) capacity to scale to demand.

2.6 To design and implement a Technology Training Program for all staff.

- A Training Program was developed and implemented for staff at the Catholic Education Centre.
- Two or three hour sessions were offered at the Basic, Intermediate and Advanced level for the Microsoft Office Suite of software: Outlook, Word, Excel, Publisher and PowerPoint. A total of 15 sessions were provided to staff.
- Courses are currently being developed for the school support staff and the training will begin after the new hardware/software is in place.



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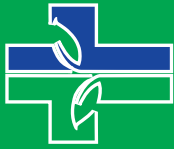
2.7 To design and implement a Niagara Catholic Technology Team that will install and repair technology hardware in all schools and Board sites.

- Reorganization of IT department optimized service capacity.
- Mitigation planning being discussed.

3. BUILDING PARTNERSHIPS AND SCHOOLS AS HUBS

3.1 To build capacity with Trustees, the Diocese of St. Catharines, Parishes, administrators, staff, Student Senate, Special Education Advisory Committee, Niagara Catholic Parent Involvement Committee, Catholic School Councils and parents/guardians by providing current information and regular opportunities for continued dialogue on Catholic education for all students in the Niagara Catholic District School Board.

- Through a diversity of focused strategies, we continue to build capacity through timely and engaging communication with all partners in education. Continuous enhancements to our Niagara Catholic website, communications through eCommunity, Facebook and Twitter; Spotlight on Niagara Catholic; media releases; policy vetting; Director's Monthly Video; voice and email communication to families; print communication to students, staff, parents, parish bulletins, Vineyard and community members; and provincial communication through the Ontario Catholic School Trustees Association continues to build Niagara Catholic's identity while nurturing the distinctiveness of Catholic education.
- At monthly Committee of the Whole and Board Meetings, presentations are made by members of Senior Administration in the areas of Program; Special Education; Technology; Research, Assessment and Evaluation; Human Resources Professional Development; Facilities Services and Business and Finance on implementation strategies to achieve the Board's multi-year Vision 2020 Strategic Plan and the annual System Priorities.
- Continuous enhancements to engage students, staff and parents in Catholic education is a key focus for Senior Staff and school administrators throughout Niagara Catholic. Through system or school-based Faith Formation sessions for Trustees, Senior Staff, parish priests, school and board level staff and parents; Niagara Catholic Parent Involvement Committee and Special Education Advisory Committee events; school-based parent engagement activities through Catholic School Councils or staff; various Parents Reaching Out (PRO) Grant activities; Student Voice Programs and conferences; Policy vetting with students, staff and parents; My Niagara Catholic, and My Niagara Catholic Alumni for graduates of Niagara Catholic.



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- Through the active participation of Trustees, Senior Staff, Principals, Vice-Principals, administrators and staff in a host of local and provincial community and organization activities and events, it continually provides opportunities for Niagara Catholic to be a visible partner as we continually promote the mission, vision and values of Niagara Catholic as a leading Catholic district school board in the Province of Ontario.
- In addition to the information provided above, to date the following are examples of how we continue to build capacity and provide information and opportunities for dialogue on Catholic education for all students in the Niagara Catholic District School Board:
 - Thursday, December 12, 2013 - Annual Trustee and Senior Staff Faith Formation led by Bishop Bergie.
 - Wednesday, October 23, 2013 - Annual Catholic School Councils' Conference 2013 for parents and guardians on the theme – “Sharing Best Practices of Catholic School Councils”.
 - French Immersion Open Houses for parents, guardians and staff on the expansion of French Immersion program commencing September 2014.
 - Accommodation Review Committee - St. Christopher Catholic and St. Theresa Catholic Elementary Schools Meetings (11) towards committee recommendations to the Director of Education.
 - St. Catharines Ad Hoc Attendance Area Review Committee Meetings (10) towards committee recommendations to the December Committee of the Whole Meeting.

3.2 To develop and implement programs through the engagement of community groups and the community use of schools program to address the needs of children and families including nutrition, physical activity and literacy.

- Nutrition goals are being met through programs such as Mary's Meals (oatmeal served for breakfast throughout our system) and the Niagara Nutrition Partners program.
- Physical activity goals are being met through the provision of space for such activities as basketball, volleyball, soccer, etc.
- Literacy goals are being met through programs such as “Learning Disabilities – Let's Read” and “Learning Disabilities – Reading Rocks JR”.

3.3 To expand educational-based research projects in the Board, by sharing current research and by extending research partnerships with outside agencies.

- The Final Report for the Literacy and Numeracy Secretariat: Niagara Catholic District School Board's Junior Interventions Project was provided to all Principals and Vice-Principals.
- The Research Ethics Review Committee includes a Superintendent, Elementary and Secondary Administrators, a Consultant, and the Staff Development and Community Outreach Coordinators. The Committee reviews research proposals and recommends projects that support the Mission, Vision and values of the Board in alignment with our System Priorities.



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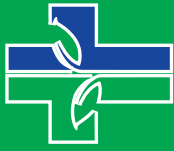
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- Evaluation of School Based Substance User and Process Addiction Counselling Program, CASON – Community Addictions Services of Niagara
This research is to determine the extent to which the school-based addictions program at Holy Cross Catholic Secondary School is supporting student well-being and academic success.
- Community Arts Zone (CAZ), Brock University
This two-year project will support teaching literacy using an arts-based approach.
- Crayons and iPads, Brock University.
This project is exploring our youngest 21st century learners in ELKP; how they engage in literacy learning processes and ways they negotiate the virtual and material world.
- Early Years Math Project, Brock University
This research is based on the previous year's Junior Math Initiative (JMI) project. The intent is to document the effectiveness of the Early Years Math Project and create a report for the Ministry. Research will focus on teacher practices, beliefs and attitudes and students' conceptual understandings in early mathematics teaching and learning.
- Cross-Panel Literacy Collaborative Inquiry Project, Brock University
This research is documenting the effectiveness of the Cross-Panel (Grades 8 to 9) Literacy Collaborative Inquiry to create a report for the Ministry. Research will probe into teacher practices and beliefs and the impact on student achievement.
- Digital Texts to Enhance Science Vocabulary and Comprehension, Brock University
This research aims to address whether multimedia contexts contribute to the vocabulary and comprehension within science learning.
- Challenges to Changes: Addressing Professional Issues in School Based Child and Youth Care from a Multidisciplinary Perspective, Ryerson University
The purpose of this research is to explore professional issues faced by school-based Child and Youth Workers (CYWs).
- Port Colborne Skills Inventory High School Survey, City of Port Colborne
This research includes surveying Grade 12 students at Lakeshore Catholic Secondary School about education, skills and career planning within the City of Port Colborne.
- Network Graphs: A Study in Local Texting Habits and its Resemblance to a Global Trend, Brock University
This research project will review the texting habits of Denis Morris Catholic Secondary School students and compare trends on a global scale.



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- Continuing research projects include:
 - The Compass Project, University of Waterloo
 - A four-year study to track Ontario students progressing through high school to understand how to effectively improve their health behaviours and to work with schools to inform action for a healthier tomorrow.*
 - Youth Net, Niagara Region Public Health
 - The Youth Net program allows secondary school students to engage in discussion about mental health issues with older youth facilitators.*

4. STRENGTHEN HUMAN RESOURCE PRACTICES AND DEVELOP TRANSFORMATIONAL LEADERSHIP

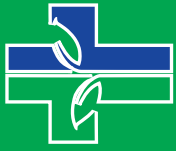
4.1 To develop and implement the third year of the Niagara Catholic Human Resources Certificate Program for all Principals, Vice-Principals and Senior Administrators.

Dates have been set to include 3 sessions for the year;

- January 16, 2014 - 1st session focuses on training of Principals, Managers and Supervisors on the Attendance Support Program.
- February 4/5, February 12/13, February 26/27, March 25/26, April 1/2, April 29/30 - ASIST Training for Administrators on ASSIST. ASSIST is a two-day intensive, interactive and practice-dominated course designed to help caregivers recognize risk and learn how to intervene in order to prevent the immediate risk of suicide.
- February 20, 2014 - Professional Misconduct and Discipline/OCT for School Administrators provided by Keel Cottrelle LLP

4.2 To develop a web-based application which will provide elementary and secondary student enrolment to be accessed in real time.

- Meetings have been conducted with the Student Information System personnel to conduct the feasibility of “live” enrolment reporting.
- Student Information Personnel is discussing the concept with Maplewood Enterprises.
- Upon the release of the new RADAR technology from Maplewood, the “live” data will be incorporated as part of the implementation of this priority.



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4.3 To develop Administrative Guidelines for the hiring and selection process of non-teaching staff in alignment with the Employee Hiring and Selection Policy.

- Research has been conducted and a template for the Administrative Guidelines is in its initial stage of the draft form.

5. CREATE EQUITY AND ACCESSIBILITY OF RESOURCES

5.1 To monitor and address the compliance requirements that support the removal of barriers to individuals with disabilities in Board facilities as identified in the 2012-2017 Niagara Catholic Accessibility Plan and the Integrated Accessibility Standards Regulation.

- Accessibility Planning Committee meetings held (October, 2013) held to review Multi-Year Accessibility Plan 2012-2017 and develop to plans meet compliance requirements under Integrated Accessibility Standards Regulation.
- Development of Student Transportation Plans in conjunction with Niagara Student Transportation Services.
- Development of on-line training programs with Human Resources and Information Technology departments in the areas of Accessibility Awareness for Educators and Ontario Human Rights.
- Submission of 2013 Accessibility Compliance report to Accessibility Directorate of Ontario in November, 2013.

5.2 To implement the strategies supporting equity, diversity and accessibility as identified under Catholic Faith, Community and Culture within the 2013-2014 Board Improvement Plan for Student Achievement.

- Focus group feedback sessions facilitated by committee of elementary and secondary Principals and Vice-Principal, during October and November, 2014, gathering input on key issues, key gaps and opportunities for improvement regarding Special Education Delivery Model.
- safeTALK training is being implemented in both secondary and elementary schools (half of the elementary Educational Assistants trained on October 11, 2013; the remaining elementary Educational Assistants to be trained in the 2014 school year.); thirty teachers trained in safeTALK at the New Teacher Induction Program on October 22, 2013.
- Director, Superintendents, Elementary and Secondary Principals and Vice-Principals, Chaplaincy Leaders, and Child and Youth Workers to receive Applied Suicide Intervention Skills (ASIST) training during February, March and April, 2014.
- Regular regional meetings with Hamilton, Niagara, Brant-Haldimand Community Care Access Centre Mental Health and Addictions Nurses and Program Manager to review referral process data and provide updates regarding program effectiveness.



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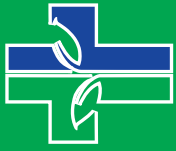
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- safeTALK training is being implemented in both secondary and elementary schools (half of the elementary Educational Assistants trained on October 11, 2013; the remaining elementary Educational Assistants to be trained in the 2014 school year.); thirty teachers trained in safeTALK at the New Teacher Induction Program on October 22, 2013.
- Director, Superintendents, Elementary and Secondary Principals and Vice-Principals, Chaplaincy Leaders, and Child and Youth Workers to receive Applied Suicide Intervention Skills (ASIST) training during February, March and April, 2014.
- Regular regional meetings with Hamilton, Niagara, Brant-Haldimand Community Care Access Centre Mental Health and Addictions Nurses and Program Manager to review referral process data and provide updates regarding program effectiveness.
- The Ministry of Education's, "Capsule Family Gets Involved- *We All Belong*", a multimedia toolkit for parents and schools was provided to all schools to encourage parent engagement and to promote a whole school approach to safe, inclusive and accepting schools.
- The document, *Supporting Bias-Free Progressive Discipline in Schools: A Resource Guide for School and System Leaders* was provided to all schools. Principals and Vice- Principals were invited to participate in a webinar for professional learning with staff on strategies in the document.
- The Niagara Catholic Parent Involvement Committee held an information session to present and discuss best practices of parent engagement for Catholic School Councils, parents/guardians and administrators on October 23, 2013.
- The Niagara Catholic Parent Involvement Committee held its first meeting in November 2013.
- "Bullying Prevention Week" November 17 to 23, 2013 was supported in all schools with the provision of resources, programs and activities for schools and hosted on the Board website.
- Safe and Accepting Schools funding was provided to support Project REWIND which is available to all schools using the model of restorative justice to resolve conflicts supporting safe schools.
- Online School Climate Surveys are available for voluntary student, staff and parent/ guardian participation from December 2013 until February 28, 2014. Results will be tabulated and provided to Principals and Vice-Principals in March 2014 for Safe School Teams to review and inform School Improvement Plans to continue to support safe and caring school communities.

6. ENSURE RESPONSIBLE FISCAL AND OPERATIONAL MANAGEMENT

6.1 To comply with Ministry of Education requirements for fiscal financial management by presenting to the Board a balanced budget for 2013-2014.

- The revised estimates for 2013-2014 reflect a balanced budget. The Board continues to be in compliance with Ministry Regulation 231, whereby an in-year deficit is offset with Board's accumulated surplus from the preceding fiscal years.



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

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Enabling Strategies		
6.2 To consolidate key risks and mitigate budget factors into a single risk plan in connection with the annual budget for 2013-2014.		
<ul style="list-style-type: none">Senior Administrative Council continues to work through many mitigating strategies to offset current provincial cost pressures to the system. Our current budgeting process will begin earlier in January 2014 with dedicated templates and Senior Administrative Council sessions.		
6.3 To establish an integrated decision-making structure that supports responsive and responsible allocation of Ministry of Education resources.		
<ul style="list-style-type: none">Senior Administrative Council continues to respond to current provincial cost pressures by working through a comprehensive review of Ministry prescribed funding and our current core competencies. A decision making model with a stronger integration between Human Resources, Finance, and the Superintendent of Family of Schools has been established.		
6.4 To foster a strong accountability framework that effectively aligns resources to support learning initiatives for all.		
<ul style="list-style-type: none">Financial Reporting and the optimization of our current BAS Accounting System is an essential component to fostering a strong financial accountability for leadership. We continue to explore various financial reporting techniques to better serve our decision making process.		
6.5 To design a process to provide timely, relevant and reliable financial information that supports effective decision-making at both the school and system level.		
<ul style="list-style-type: none">The Financial Services Department continues to explore options with better integration of information by identifying our cost drivers, payroll data, and general ledger information in one reporting tool.		
6.6 To achieve the goal of 100% certification of all elementary and secondary schools in the Provincial EcoSchool Program.		
<ul style="list-style-type: none">The January 31, 2014 submission deadline related to the qualifying EcoSchools certification application for all elementary and secondary schools is underway.		

Enabling Strategies

6.2 To consolidate key risks and mitigate budget factors into a single risk plan in connection with the annual budget for 2013-2014.

- Senior Administrative Council continues to work through many mitigating strategies to offset current provincial cost pressures to the system. Our current budgeting process will begin earlier in January 2014 with dedicated templates and Senior Administrative Council sessions.

6.3 To establish an integrated decision-making structure that supports responsive and responsible allocation of Ministry of Education resources.

- Senior Administrative Council continues to respond to current provincial cost pressures by working through a comprehensive review of Ministry prescribed funding and our current core competencies. A decision making model with a stronger integration between Human Resources, Finance, and the Superintendent of Family of Schools has been established.

6.4 To foster a strong accountability framework that effectively aligns resources to support learning initiatives for all.

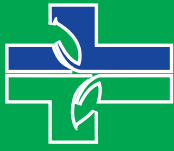
- Financial Reporting and the optimization of our current BAS Accounting System is an essential component to fostering a strong financial accountability for leadership. We continue to explore various financial reporting techniques to better serve our decision making process.

6.5 To design a process to provide timely, relevant and reliable financial information that supports effective decision-making at both the school and system level.

- The Financial Services Department continues to explore options with better integration of information by identifying our cost drivers, payroll data, and general ledger information in one reporting tool.

6.6 To achieve the goal of 100% certification of all elementary and secondary schools in the Provincial EcoSchool Program.

- The January 31, 2014 submission deadline related to the qualifying EcoSchools certification application for all elementary and secondary schools is underway.



NIAGARA CATHOLIC SYSTEM PRIORITIES - 2013-2014

Mid-Year Progress Review

Action Required

On Target

Completed

Enabling Strategies

Page 22

6.7 To initiate a comprehensive plan for school ground greening initiatives in all elementary and secondary schools as part of our Green Niagara Catholic Program

- All of our schools participate in our recycling program.
- More than half of our schools participate in Niagara Region's Curbside Organics Program.
- The Catholic Education Centre will be hosting our third annual "Recycle Your Electronics" event during Earth Week April 2014. Funds for this event will be raised for Niagara Catholic Helping Hands Fund.
- Canopies for Kids Tree Planting – two (2) schools participated. They received approximately 25 trees each that were planted in their school grounds by students and staff.
- City of Niagara Falls School in Bloom program – two (2) secondary and two (2) elementary schools in Niagara Falls participated in this school ground greening and beautification initiative.
- National Tree Day – Wednesday, September 25, 2013 – four (4) schools were donated a tree through Smips Landscape and Nursery. Students were educated on the benefits of trees and how to plant and care for them.

6.8 To develop and implement a Niagara Catholic Energy Saving Program to reduce energy consumption as part of our Green Niagara Catholic Program.

- Energy reduction is being implemented with programs such as lighting retrofits, replacement of heating/cooling systems with more efficient equipment and improved building insulation.

6.9 To design a revised Emergency Response Plan for all schools and Board sites.

- A Niagara Catholic Emergency Response Plan Review Committee was established to review and modify the current Emergency Response Plan. The Committee consists of elementary and secondary administrators, Board staff, Niagara Regional Police School Resource Officers and Emergency Response staff along with representatives from Niagara Emergency Services. Draft changes were presented to all administrators in the fall of 2013 with a projected rollout of the revised plan in the spring of 2014.

7. ADDRESS CHANGING DEMOGRAPHICS

7.1 To monitor, report and make recommendations through stakeholder consultation, a comprehensive plan which incorporates changing enrolment, school capacity, attendance area boundaries and accommodation data by June 2014.

- Commencing in September 2013, Facilities Services has provided Senior Administrative Council with comprehensive data regarding the St. Catharines Ad Hoc Attendance Area Review Committee and the Accommodation Review Committee for St. Christopher Catholic and St. Theresa Catholic Elementary Schools towards recommendations to the Board. This demographic reporting will continue throughout the year.

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**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: FINANCEIAL REPORTS
MONTHLY BANKING TRANSACTIONS FOR THE MONTHS
OF NOVEMBER AND DECEMBER 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the months of November and December 2013 as presented.

Prepared by: William Tumath, Manager of Accounting Services

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services

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

Date: January 28, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: MONTHLY BANKING TRANSACTIONS FOR THE MONTHS
OF NOVEMBER AND DECEMBER 2013**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the Niagara Catholic District School Board for the months of November and December 2013 as follows:

November 2013 Appendix A
December 2013 Appendix B

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

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the months of November and December 2013, as presented.

Prepared by: William Tumath, Manager of Accounting Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: January 28, 2014

Appendix A

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF: NOVEMBER, 2013	
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 31,324,286
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	15,011,970
2. CAPITAL GRANTS	418,669
2. OTHER GRANTS (EPO, Other)	342,238
SUB-TOTAL - MINISTRY OF EDUCATION GRANTS	15,770,767
4. ONTARIO EARLY YEARS CENTRE	41,782
6. INTEREST REVENUE	37,782
6. MUNICIPAL TAXES	0
7. TUITION FEES REVENUE - A.C.E. & OTHER	783,336
8. COMMUNITY USE	32,571
9. CHARITABLE DONATIONS	0
10. GOVERNMENT REBATES (HST 83% REBATE ON TAXABLE PURCHASES)	128,270
11. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)	280,665
12. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	1,778
- Donations Collected from Employees - Other	0
- Other	0
13. TRANSFER FROM SINKING FUNDS	0
14. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
15. O.F.A. LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 17,056,891
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	(20,235,595)
2. TEACHER PENSION DEDUCTIONS	(1,408,277)
3. O.M.E.R.S. PENSION DEDUCTIONS	(870,852)
4. CANADA SAVINGS BONDS DEDUCTIONS	(119,128)
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	(85,908)
6. OTHER DEBITS	(61,193)
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	-905,310
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	-609,633
TOTAL OPERATING CASH DISBURSEMENTS	(C) -24,363,896
CASH BALANCE AT END OF MONTH	A + B - C = D (D) 24,027,280

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT: NOVEMBER, 2013				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan 25 YR.	(11,715,595.41)		205,031.58	(11,510,563.83)
2. OFA - GPL2 Loan 25 YR.	(9,129,610.61)		139,164.15	(8,990,446.46)
3. OFA - GPL3 Loan 25 YR.	(4,281,508.90)		58,877.33	(4,222,631.57)
4. OFA - 2010-11 DEBENTURE - GPL 3	(1,271,403.78)		17,175.05	(1,254,228.73)
5. OFA - 2010-11 DEBENTURE - PCS 1	(3,160,705.28)		42,502.10	(3,118,203.18)
6. OFA - PTR - Completed 2010/11	(7,817,058.21)		95,708.89	(7,721,349.32)
7. OFA - 2001-A1 Debenture	(2,083,761.79)		111,114.11	(1,972,647.68)
8. OFA - 2013 PCS Stage 1	(960,839.00)			(960,839.00)
9. Debenture (Niagara Region)	(824,000.00)			(824,000.00)
10. Debenture (Niagara Region)	(1,800,000.00)			(1,800,000.00)
11. Capital Projects - Completed 2001	(12,853,896.03)			(12,853,896.03)
12. Capital Projects - Completed 2002/03	(19,551,715.52)			(19,551,715.52)
13. Capital Projects - Completed 2004/05	(4,147,146.72)			(4,147,146.72)
14. Capital Projects - Completed 2006/08	(7,170,893.40)			(7,170,893.40)
15. Sinking Fund Asset	1,482,561.77			1,482,561.77
Total Debentures & Capital Loans	(86,276,599.86)	0.00	669,633.21	(84,605,966.65)

PREPARED BY: William Tumath
PRESENTED BY: Giancarlo Vetrone

Appendix B

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON BANKING TRANSACTIONS	
SUMMARY OF BANK TRANSACTIONS FOR THE MONTH OF: DECEMBER, 2013	
DESCRIPTION OF ITEMS	BANK ACCOUNT
CASH BALANCE AT BEGINNING OF MONTH	(A) 24,027,280
OPERATING CASH RECEIPTS FOR THE MONTH	
1. GENERAL LEGISLATIVE GRANTS	15,102,837
2. CAPITAL GRANTS	0
3. OTHER GRANTS (EPO, O.E.Y.C.)	938,024
SUB-TOTAL - MINISTRY OF EDUCATION GRANTS	16,130,861
4. ONTARIO EARLY YEARS CENTRE	41,782
5. INTEREST REVENUE	27,871
6. MUNICIPAL TAXES	11,182,011
7. TUITION FEES REVENUE - A.C.E. & OTHER	1,014,314
8. COMMUNITY USE	21,075
7. CHARITABLE DONATIONS	42,458
8. GOVERNMENT REBATES (HST 83% REBATE ON TAXABLE PURCHASES)	291,370
9. RECOVERY OF COSTS (LTD, WCB, BENEFITS, OTHER REIMBURSEMENTS)	321,951
10. OTHER CASH RECEIPTS	
- Reimbursements of Employee Benefits	9,303
- Donations Collected from Employees - Other	0
- Other	0
11. TRANSFER IN FROM SINKING FUNDS	0
12. PROCEEDS FROM DEBENTURE ISSUE (NET)	0
13. CAPITAL LOAN PRINCIPAL ADVANCES	0
TOTAL OPERATING CASH RECEIPTS AND LOAN ADVANCE	(B) 29,082,794
OPERATING CASH DISBURSEMENTS FOR THE MONTH	
1. ACCOUNTS PAYABLE (NET OF CANCELLED CHEQUES AND DEBT REPAYMENTS)	-19,498,836
2. TEACHER PENSION DEDUCTIONS	-1,420,104
3. O.M.E.R.S. PENSION DEDUCTIONS	-594,672
4. CANADA SAVINGS BONDS DEDUCTIONS	-126,329
5. TRANSFER TO 4 OVER 5 TRUST ACCOUNTS	-85,714
6. OTHER DEBITS	-53,417
7. TRANSFER TO SINKING FUNDS	0
8. INTEREST PAYMENTS ON CAPITAL DEBT	-76,156
9. PRINCIPAL PAYMENTS ON CAPITAL DEBT	0
TOTAL OPERATING CASH DISBURSEMENTS	(C) -21,856,228
CASH BALANCE AT END OF MONTH	A + B - C = D (D) 31,264,846

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD REPORT ON LOAN BALANCES				
SUMMARY OF LOAN BALANCES AS AT: DECEMBER, 2013				
The Debentures & Capital Loans are made up as follows:				
Loan Description	Opening Balance	Loan Advances	Loan Repayments	Ending Balance
1. OFA - GPL1 Loan 25 YR.	-11,510,563.83			-11,510,563.83
2. OFA - GPL2 Loan 25 YR.	-8,990,446.46			-8,990,446.46
3. OFA - GPL3 Loan 25 YR.	-4,202,631.57			-4,202,631.57
4. OFA - 2010-11 DEBENTURE - GPL 3	-1,254,225.71			-1,254,225.71
5. OFA - 2010-11 DEBENTURE - PCS 1	-3,108,143.18			-3,108,143.18
6. OFA - PTR - Completed 2010/11	-7,721,349.32			-7,721,349.32
7. OFA - 2001-A1 Debenture	-1,972,647.68			-1,972,647.68
8. OFA - 2013 PCS Slogo 1	-980,869.00			-980,869.00
9. Debenture (Niagara Region)	-824,000.00			-824,000.00
10. Debenture (Niagara Region)	-1,800,000.00			-1,800,000.00
11. Capital Projects - Completed 2001	-12,853,898.03			-12,853,898.03
12. Capital Projects - Completed 2002/03	-19,551,715.52			-19,551,715.52
13. Capital Projects - Completed 2004/05	-4,147,148.72			-4,147,148.72
14. Capital Projects - Completed 2005/06	-7,170,893.40			-7,170,893.40
15. Sinking Fund Asset	1,462,561.77			1,462,561.77
Total Debentures & Capital Loans	-84,605,986.65	0.00	0.00	-84,605,986.65

PREPARED BY: William Timath
PRESENTED BY: Giancarlo Vetrone

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: FINANCEIAL REPORTS
STATEMENT OF REVENUE & EXPENDITURES AS AT
DECEBMER 31, 2013**

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue & Expenditures as at December 31, 2013 as presented.

Prepared by: William Tumath, Manager of Accounting Services

Presented by: Giancarlo Vetrone, Superintendent of Business & Financial Services

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

Date: January 28, 2014

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: STATEMENT OF REVENUE & EXPENDITURES AS AT
DECEMBER 31, 2013**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, please be advised that a summarized Statement of Revenue and Expenditures by Department as at December 31, 2013 will be presented to the Trustees at the Board Meeting.

(See Appendix A)

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

RECOMMENDATION

THAT the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at December 31, 2013 as presented.

Prepared by: William Tumath, Manager of Accounting Services

Presented by: Giancarlo Vetrone, Superintendent of Business and Financial Services

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

Date: January 28, 2014

Appendix A

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES - CLOSED
SUMMARY STATEMENT
AS AT DECEMBER 31, 2013**

For presentation at Board Meeting January 28, 2013

ACCOUNT DESCRIPTION	THIS YEAR			CHANGES	LAST YEAR		
	EXPENDED	BUDGET	% LEFT		EXPENDED	BUDGET	% LEFT
REVENUE							
REVENUE	-94,404,188	-252,877,171	62.7%		-90,494,088	-251,780,708	64.1%
TOTAL REVENUE	-94,404,188	-252,877,171	62.7%		-90,494,088	-251,780,708	64.1%
EXPENDITURES							
BOARD ADMINISTRATION	2,887,194	6,810,166	57.6%		2,806,212	7,371,598	61.9%
ELEMENTARY SCHOOLS	40,610,669	127,673,043	68.2%		38,752,838	124,939,319	69.0%
SECONDARY SCHOOLS	21,486,980	68,859,964	68.8%		21,391,585	69,371,333	69.2%
CON ED	1,949,295	5,534,700	64.8%		1,856,326	5,834,515	68.2%
PLANT OPERATIONS	5,846,381	16,632,073	66.1%		5,280,581	16,903,100	68.8%
PLANT MAINTENANCE	1,073,727	3,673,612	70.8%		976,787	3,645,292	73.2%
TRANSPORTATION	2,990,488	9,728,201	69.3%		3,238,577	9,539,412	66.1%
CAPITAL AND OTHER EXPENDITURES	2,284,672	13,965,412	83.6%		2,379,835	14,176,139	83.2%
TOTAL EXPENDITURES	78,939,416	252,877,171	68.8%		76,682,742	251,780,708	69.6%

PREPARED BY : William Tunath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: AUGUST 31, 2013
 BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	EXPENDED	BUDGET	% LEFT
SALARY & BEN - TRUSTEES	117,642	233,262	49.6	123,034	232,744	47.1
SALARY & BEN - SENIOR STAFF	531,327	1,346,260	60.5	453,751	1,343,673	66.2
SALARY & BEN - MANAGERS	526,801	1,251,280	57.9	542,553	1,619,022	66.5
SALARY & BEN - TECHNICAL	160,831	456,547	64.8	131,979	329,910	60.0
SALARY & BEN - CLERICAL	713,167	1,937,287	63.2	725,531	1,931,361	62.4
TEMPORARY STAFF	16,064	64,448	75.1	21,079	64,388	67.3
PROFESSIONAL DEVELOPMENT	38,632	62,500	38.2	25,998	62,500	58.4
SUPPLIES - ADMINISTRATION	202,889	463,082	56.2	175,791	472,500	62.8
SUPPLIES - HUMAN RESOURCES	5,759	20,000	71.2	6,203	20,000	69.0
SUPPLIES - COMPUTER SERVICE	42,917	62,500	31.3	112,157	62,500	79.5
SUPPLIES - PLANT OPERATIONS	132,879	380,000	65.0	109,776	380,000	71.1
SUPPLIES - BUILDING MAINTENANCE	20,594	50,000	58.8	17,011	50,000	66.0
FURNITURE & EQUIPMENT	11,388	48,000	76.3	42,871	48,000	10.7
FEES & CONTRACTS	360,090	395,000	8.8	309,898	715,000	56.7
MISCELLANEOUS EXPENDITURES	6,214	40,000	84.5	8,580	40,000	78.6
TOTAL - BOARD ADMINISTRATION	2,887,194	6,810,166	57.6 	2,806,212	7,371,598	61.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013
 ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	25,559,422	85,001,452	69.9	24,519,629	83,415,659	70.6
OCCASSIONAL TEACHERS	874,705	2,760,745	68.3	871,908	2,926,379	70.2
TEACHER ASSISTANTS	7,039,143	18,599,490	62.2	6,443,079	16,982,224	62.1
PROFESSIONAL STAFF	1,004,756	2,816,950	64.3	968,432	2,748,289	64.8
LIBRARY TECHNICIANS	740,058	2,224,330	66.7	752,495	2,051,968	63.3
PRINCIPALS & V.PS.	2,456,042	7,297,827	66.4	2,408,091	7,259,793	66.8
SCHOOL SECRETARIES	885,723	2,462,711	64.0	905,945	2,575,112	64.8
TEACHER CONSULTANTS	329,195	1,108,915	70.3	318,190	1,109,941	71.3
SALARY & BEN - CLERICAL	7,097	0	0.0	0	0	0.0
PROFESSIONAL DEVELOPMENT	43,250	380,000	88.6	53,790	430,000	87.5
PROGRAM CLASSROOM RESOURCE	235,293	1,012,500	76.8	335,261	1,555,000	78.4
CLASSROOM SUPPLIES	485,899	1,460,280	66.7	493,178	1,492,869	67.0
PROGRAM SUPPLIES	41,537	195,000	78.7	30,771	195,000	84.2
SCHOOL ADMIN. SUPPLIES	126,608	380,000	66.7	103,102	380,000	72.9
COMPUTERS - CLASSROOM	692,900	1,281,561	45.9	429,143	1,119,976	61.7
COMPUTERS - NON CLASSROOM	21,887	49,956	56.2	21,887	49,956	56.2
F & E - CLASSROOM	67,154	600,456	88.8	97,937	604,939	83.8
F & E - NON CLASSROOM	0	40,870	100.0	0	42,214	100.0
TOTAL - ELEMENTARY SCHOOLS	40,610,669	127,673,043	68.2 	38,752,838	124,939,319	69.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013
 SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
CLASSROOM TEACHERS	14,469,752	48,539,423	70.2		14,377,288	48,660,862	70.5
OCCASSIONAL TEACHERS	560,548	1,428,715	60.8		444,248	1,656,678	73.2
TEACHER ASSISTANTS	1,724,781	4,331,430	60.2		1,865,614	4,747,417	60.7
PROFESSIONAL STAFF	427,825	1,683,704	74.6		423,699	1,419,447	70.2
LIBRARY TECHNICIANS	163,714	409,215	60.0		157,698	408,900	61.4
PRINCIPALS & V.PS.	978,484	3,157,475	69.0		980,272	3,018,686	67.5
SCHOOL SECRETARIES	708,173	1,793,332	60.5		740,946	2,054,006	63.9
TEACHER CONSULTANTS	167,397	1,004,371	83.3		191,394	901,065	78.8
SALARY & BEN - CLERICAL	23,856	0	0.0		0	0	0.0
LIBRARY & GUIDANCE - TEACHING	786,805	1,932,826	59.3		842,186	1,923,258	56.2
PROFESSIONAL DEVELOPMENT	14,519	101,550	85.7		19,183	120,000	84.0
PROGRAM CLASSROOM RESOURCE	606,398	2,011,227	69.9		589,891	2,076,227	71.6
CLASSROOM SUPPLIES	523,183	1,368,656	61.8		418,384	1,370,613	69.5
PROGRAM SUPPLIES	8,355	66,091	87.4		8,172	66,091	87.6
SCHOOL ADMIN. SUPPLIES	77,967	205,000	62.0		75,271	204,998	63.3
COMPUTERS - CLASSROOM	212,023	630,830	66.4		217,464	545,476	60.1
COMPUTERS - NON CLASSROOM	11,588	25,000	53.7		11,587	25,000	53.7
F & E - CLASSROOM	12,949	76,790	83.1		27,739	80,240	65.4
F & E - NON CLASSROOM	18,673	22,329	16.4		549	20,369	97.3
FEES & CONTRACTS	0	72,000	100.0		0	72,000	100.0
TOTAL - SECONDARY SCHOOLS	21,496,990	68,859,964	68.8	 	21,391,585	69,371,333	69.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013
 CON ED

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT CHANGES	EXPENDED	BUDGET	% LEFT
TEACHER ASSISTANTS	0	45,436	100.0	0	36,978	100.0
PROFESSIONAL STAFF	37,020	104,500	64.6	36,746	104,500	64.8
PRINCIPALS & V.P.S.	157,619	474,594	66.8	156,216	355,614	56.1
SCHOOL SECRETARIES	144,047	389,343	63.0	145,283	397,475	63.5
TEMPORARY STAFF	8,069	28,779	72.0	6,691	22,616	70.4
GRANT OFFICERS	0	16,167	100.0	0	16,167	100.0
A.E. TEACHERS / INSTRUCTORS	1,145,156	3,289,271	65.2	1,179,698	3,732,196	68.4
PROFESSIONAL DEVELOPMENT	4,431	13,400	66.9	4,827	20,300	76.2
PROGRAM CLASSROOM RESOURCE	110,159	415,578	73.5	126,127	429,390	70.6
CLASSROOM SUPPLIES	342,794	752,632	54.5	158,362	679,279	76.7
COMPUTERS - CLASSROOM	0	5,000	100.0	40,277	40,000	0.7-
FEES & CONTRACTS	0	0	0.0	2,099	0	0.0
TOTAL - CON ED	1,949,295	5,534,700	64.8 	1,856,326	5,834,515	68.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013
 PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE			
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	246,671	815,922	69.8		283,887	866,501	67.2
SALARY & BEN - CARETAKERS	1,777,676	5,415,004	67.2		1,738,521	5,336,302	67.4
SALARY & BEN - CLEANERS	1,343,033	4,272,145	68.6		1,345,291	4,251,280	68.4
SALARY & BEN - CLERICAL	39,363	131,502	70.1		38,516	196,517	80.4
PROFESSIONAL DEVELOPMENT	1,046	10,000	89.5		964	10,000	90.4
SUPPLIES - UTILITIES	1,054,637	3,370,000	68.7		823,016	3,370,000	75.6
SUPPLIES - PLANT OPERATIONS	256,457	762,500	66.4		218,701	762,500	71.3
SUPPLIES - GROUNDS	99,922	575,000	82.6		72,812	875,000	91.7
F & E - PLANT OPERATIONS	211,839	675,000	68.6		200,993	675,000	70.2
FEES & CONTRACTS	615,737	605,000	1.8		557,880	560,000	0.4
TOTAL - PLANT OPERATIONS	5,646,381	16,632,073	66.1	 	5,280,581	16,903,100	68.8

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013
 PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE			LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	181,129	528,311	66.7	171,476	510,573	66.4
SALARY & BEN - TECHNICAL	356,007	1,079,765	67.0	307,255	1,079,870	71.6
SALARY & BEN - CLERICAL	32,207	89,654	64.1	31,638	78,985	59.9
TEMPORARY STAFF	2,321	5,382	56.9	234	5,364	95.6
PROFESSIONAL DEVELOPMENT	416	7,500	94.5	1,154	7,500	84.6
SUPPLIES - PLANT OPERATIONS	86,640	400,000	78.3	51,848	400,000	87.0
SUPPLIES - GROUNDS	51,276	180,000	71.5	43,742	180,000	75.7
SUPPLIES - PLANT MAINTENANCE	37,254	169,000	78.0	60,849	169,000	69.9
SUPPLIES - BUILDING MAINTENANCE	287,151	1,102,500	74.0	279,475	1,102,500	74.7
F & E - PLANT MAINTENANCE	0	36,500	100.0	0	36,500	100.0
FEES & CONTRACTS	39,326	75,000	47.6	39,116	75,000	47.9
TOTAL - PLANT MAINTENANCE	1,073,727	3,673,612	70.8 	976,787	3,645,292	73.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
FOR THE PERIOD ENDED: DECEMBER 31, 2013
TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
SALARY & BEN - MANAGERS	27,925	117,371	76.2		27,636	115,222	76.0
SALARY & BEN - TECHNICAL	23,561	169,736	86.1		23,337	172,959	86.5
SALARY & BEN - CLERICAL	0	25,332	100.0		0	22,760	100.0
SUPPLIES - ADMINISTRATION	82	76,799	99.9		83	75,707	99.9
FURNITURE & EQUIPMENT	0	10,581	100.0		0	12,675	100.0
FEES & CONTRACTS	2,938,920	9,328,382	68.5		3,187,521	9,140,089	65.1
TOTAL - TRANSPORTATION DEPARTMENT	2,990,488	9,728,201	69.3		3,238,577	9,539,412	66.1

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013
 CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% LEFT	CHANGES	EXPENDED	BUDGET	% LEFT
GOOD PLACES TO LEARN	905,310	1,780,912	49.2		919,286	1,933,974	52.5
FACILITY RENEWAL PROJECTS	0	624,666	100.0		0	624,666	100.0
DEBT CHARGES BEFORE MAY, 1998	127,614	239,573	46.7		162,955	311,506	47.7
DEBT CHARGES AFTER MAY, 1998	0	117,487	100.0		0	117,487	100.0
NEW PUPIL PLACES	1,251,748	2,082,470	39.9		1,297,595	2,191,952	40.8
AMORTIZATION & NET LOSS DISPOSALS	0	9,120,304	100.0		0	8,996,554	100.0
TOTAL - CAPITAL AND OTHER EXPENDITUR	2,284,672	13,965,412	83.6	 	2,379,836	14,176,139	83.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
 UPDATED UNAUDITED EXPENDITURE STATEMENT - CLOSED
 FOR THE PERIOD ENDED: DECEMBER 31, 2013

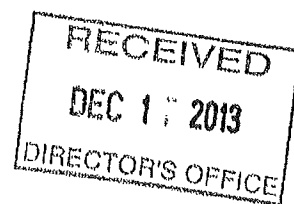
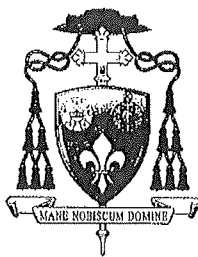
ACCOUNT	THIS YEAR TO DATE				LAST YEAR TO DATE		
	EXPENDED	BUDGET	% Left	CHANGES	EXPENDED	BUDGET	% Left
GRAND TOTAL-	78,939,416	252,877,171	68.8		76,682,742	251,780,708	69.5

Prepared by : William Tumath
 Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: CORRESPONDENCE
OFFICE OF THE BISHOP – DECEMBER 13, 2013**



OFFICE OF THE BISHOP

December 13, 2013

John Crocco, Director of Education
Kathy Burtnik, Chair
Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1

Dear John Crocco and Kathy Burtnik,

Please accept this letter as a sincere thank you for the lovely jacket that you gave to me at the annual Faith Formation gathering on Thursday, December 12, 2013. I appreciate your thoughtfulness and generosity and offer God's blessings to the staff and teachers of the Niagara Catholic District School Board in the good work that you do.

With kind regards and prayerful best wishes, I remain

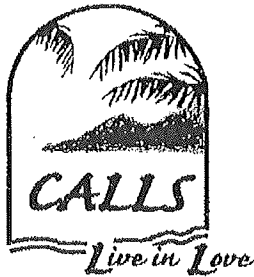
Yours sincerely in Christ,

Most Reverend Gerard Paul Bergie, D.D.
Bishop of St. Catharines

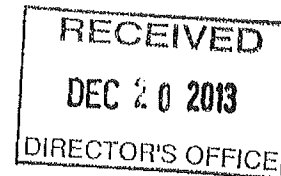
**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: CORRESPONDENCE
CENTRE WHERE ADOLESCENTS LEARN TO LOVE AND
SERVE – DECEMBER 15, 2013**



Centre where Adolescents Learn to Love and Serve
St. John's Centre, Bay Street
Portsmouth, Commonwealth of Dominica, WI
Tel/Fax- 767 445 5406 Email: callsdom@yahoo.com



15 December 2013

Mr. John Crocco, Director
Niagara Catholic District School Board
427 Rice Road
Welland, ON L3C 7C1
CANADA

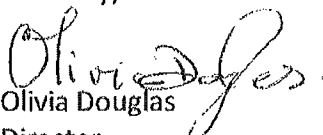
Dear Mr. Crocco:

Since we have just concluded another Cooperative Education experience with teachers and students from your district, we want to express our gratitude to you for your support of this initiative. In fact, we know that you are the driving force behind it and that you are quite aware of the many needs in Dominica.

As Director of The Niagara Catholic School District, you have every reason to be proud of your staff and students who come here with the right attitude for experience within another country and culture. This does not happen by accident so we applaud the quality of the preparation and the social consciousness that you are endeavoring to form in your schools. The five students, Shawna Hopper and Emily Madronich (Lakeshore), Emily Burkholder (Denis Morris), Milana D'Intino (St. Francis) and Haley Lambourne (St. Michael's) who were assigned to CALLS were exceptional in every way. Dealing with the teacher coordinators, Jason and Amber is a delight; they are naturals for this work.

All of us at CALLS wish you God's blessings in your leadership role and special Christmas greetings.

Sincerely,


Olivia Douglas
Director

OD/el

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: CORRESPONDENCE
CANADIAN CATHOLIC SCHOOL TRUSTEES'
ASSOCIATION DECEMBER 4, 2013**



CANADIAN CATHOLIC SCHOOL TRUSTEES' ASSOCIATION
ASSOCIATION CANADIENNE DES COMMISSAIRES D'ÉCOLES CATHOLIQUES

Catholic Education Centre, 570 West Hunt Club Road, Nepean, Ontario K2G 3R4
Phone: (613) 224-4455 ext. 2521 Fax: (613) 224-3187 E-mail: ccsta@ottawacatholicschools.ca Web site: www.ccsta.ca

December 4, 2013

Ms Kathy Burtnik
Chair of the Board
Niagara Catholic District School Board
427 Rice Road
Welland, ON
L3C 7C1

Dear Kathy,

Thank you for your recent letter and suggestion about the timing of the National Conversation and the CCSTA AGM/Convention.

Please be assured that the CCSTA board will consider your recommendation in making decisions about future conferences and conventions.

Kind personal regards,

John Stunt
Executive Director

Enlivened by the Word of God and our tradition, we promote and protect the right to Catholic education in Canada.
We speak as one:

Animés par la Parole de Dieu et notre tradition, nous assurons la protection et la promotion du droit à
une éducation catholique au Canada. Nous parlons à l'unisson.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

**TITLE: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC - JANUARY 2014**



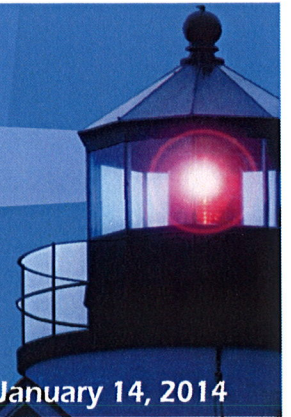
Spotlight

on NIAGARA CATHOLIC

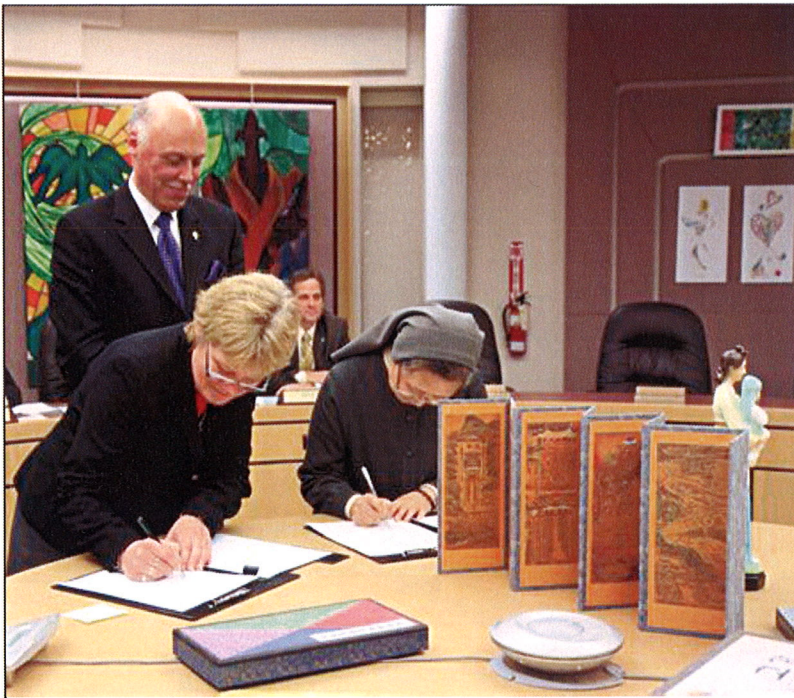
Nurturing Souls & Building Minds

www.niagaracatholic.ca

January 14, 2014



Niagara Catholic Signs International Partnership Agreements With South Korean School



Niagara Catholic Chairperson Kathy Burtnik, left, and Sister Insuk Pak sign a partnership agreement between Niagara Catholic and Soha Elementary School during the January 14th Committee of the Whole Meeting, while Director of Education John Crocco looks on. See story at right for complete details of Niagara Catholic's newest partnership agreement in Asia.

For the past three years, International Program staff with Niagara Catholic have actively engaged potential partners overseas to design agreements for students and staff exchanges, program and service delivery and staff training and professional development opportunities.

Niagara Catholic welcomed 92 elementary students from South Korea into our schools on January 6th, 2014.

Approximately half of the students currently attending Niagara Catholic schools are visiting through the Jeollabuk-Do Foundation, which Niagara Catholic signed a partnership agreement with last year.

Twenty-eight visiting students attend Bokja Catholic Girls' Middle School. Sister Angela Bang, the school's Principal, and three others are travelling with them in. An agreement between Niagara Catholic and Bokja Catholic Girls Middle School was signed last fall.

Other visiting students also attend the Salesio and Soha Catholic Elementary Schools. Among those accompanying the students from Salesio and Soha schools is Sister Insuk Pak, from Soha Elementary School, which signed an arrangement with Niagara Catholic similar to the one signed by Salesio Catholic Elementary School Principal and Director Crocco in January, 2011.



WELCOME! *French Immersion*
Bienvenue! *Open Houses*
5 p.m. - 7 p.m.

January 21, 2014
At the following Catholic Elementary Schools:
Holy Name Notre Dame Our Lady of Fatima (St. C) St. Mark

A Winter Reminder



conditions, and to have alternate plans in place in the event of transportation delays, cancellations or school closures.

During inclement weather parents who have concerns about sending their child(ren) to school are asked to consider the weather in the area, take the necessary precautions and make the final decision on whether or not to send their child(ren) to school.

Families are reminded that children should come to school with appropriate coats, hats and gloves for the weather

Niagara Catholic Introduces Attendance Support Program

As part of the Vision 2020 Strategic Plan, in 2012-2013 the Board's Human Resources Department initiated the development of the Attendance Support Policy and Program for all Niagara Catholic staff. This Policy was approved by the Board in November, 2012.

As a part of this plan, Niagara Catholic realigned the Human Resources Department, formalizing the Coordinator of WSIB/Health and Safety with a new title of Coordinator of Staff Wellness, and creating a Coordinator of Attendance Support. In their positions, Gina Sattin and Lana Pasto will focus their efforts on addressing staff wellness, attendance and support.

Working in partnership with staff, the Coordinator of Staff Wellness and the Coordinator of Attendance Support will monitor staff wellness and attendance and, as required, will work to facilitate a supportive return to work as efficiently as possible.

The implementation of Niagara Catholic's Attendance Support Program is currently being reviewed by administrators and will be shared with staff later this year.

View the complete report in the January 14 agenda at niagaracatholic.ca.

Niagara Catholic's First Raise Me Up Home Nearing Completion

Last fall, Specialist High Skills Major (SHSM) students from Lakeshore Catholic High School and Notre Dame College School began the process of building a new home on a previously unused parcel of land adjacent to Notre Dame College as part of the Board's Raise Me Up Program.

The program is a partnership between Niagara Catholic, Toscani Developments and many other government and community partners, and offers students in two distinct Specialist High Skills Major Programs - Construction and Business, the opportunity to learn the homebuilding industry, literally from the ground up.

The students had the opportunity to learn about engineering and design concepts, surveying and also about framing, plumbing, wiring and other construction tasks associated with building a house.

While students in the Construction SHSM built the home, students in the Business SHSM learned about the behind the scenes work which goes into homebuilding, including planning, purchasing, and financing. They also learned about the municipal rules which govern homebuilding.

Students in the Environmental SHSM have reviewed the benefits of building homes on in-fill lots in neighbourhoods, rather than expanding the urban boundary. They have also examined the advantages of using existing infrastructure such as roads, sewer and hydro, rather than building in new areas, which requires the expansion of an existing system.



Students poured the foundation at the Raise Me Up house in Welland last fall.



Taking shape: The Raise Me Up house adjacent to Notre Dame College School is nearly completed. Students who participated in the program, and their parents, attended the January 14th Committee of the Whole Meeting, and shared with Trustees and Senior Staff how valuable an experience participating in this project has been.

**Kindergarten
2014 Open House
February 4, 9 a.m. - 7 p.m.**

Addiction Study At Holy Cross

Through the approval of the Board's Research Ethics Review Committee, Community Addiction Services of Niagara (CASON) is field-testing a school-based addictions and treatment program at Holy Cross Catholic Secondary School.

The school-based treatment and counselling program at Holy Cross is the result of a multi-sector partnership. Read the full report online at niagaracatholic.ca.

Building Elementary Chapels

In accordance with the Board's 2020 Strategic Plan, Strategic Direction to "Build Strong Catholic Identity and Community to Nurture the Distinctiveness of Catholic Education," and recent comments made by Director of Education John Crocco on the continued nurturing of our Catholic faith with students, staff and members of our communities, Facilities Services has been instructed to design a plan to renovate available space in elementary schools, where possible, into a Chapel.

The design of each school's Chapel will be unique to the space provided, minimizing structural changes and interior design. It will utilize the experience and knowledge gained through the creation of Chapels at each of our eight Catholic secondary schools. Bishop Bergie, Parish Priests, Catholic School Councils and staff will also provide insight into this project.

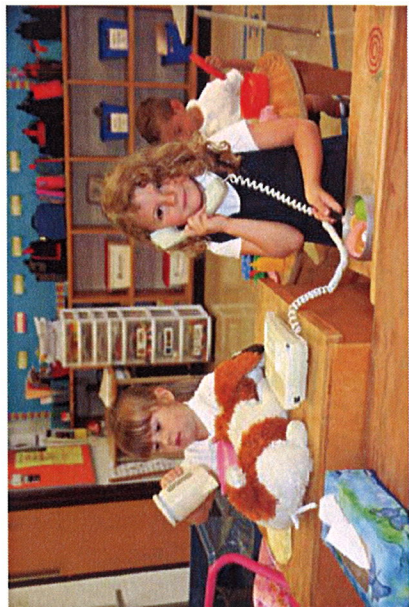
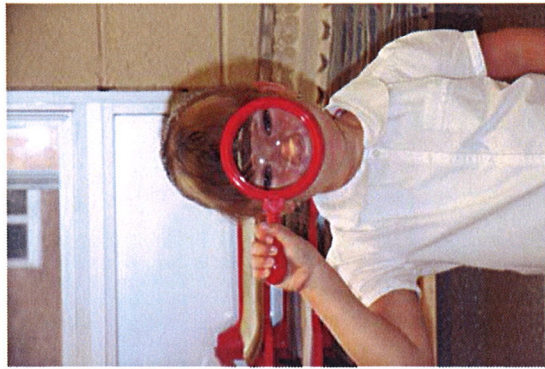
For more details, please see the report in the January 14th agenda at niagaracatholic.ca.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

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

FEBRUARY 2014



Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
2	3	4 ELKP Open House Day	5 SEAC Meeting	6 Holy Cross Open House	7	8
9	10 Niagara Catholic Kids Helping Kids Week	11 SAL Meeting Committee of the Whole Meeting	12 Celebrating Intermediate Artists	13 Saint Michael Open House	14 Valentine's Day	15 Flag Day
16	17 Family Day	18	19	20 Blessed Trinity Open House	21	22
23	24 Niagara Catholic Speak Out Showcase	25 Policy Committee Meeting Board Meeting	26	27	28 Niagara Catholic Celebrates Dance	

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
BOARD MEETING
JANUARY 28, 2014**

PUBLIC SESSION

TOPIC: 2014 BOARD COMMITTEE MEMBERSHIP



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

2014 BOARD COMMITTEE MEMBERSHIP FORM

STATUTORY COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2014 MEMBERSHIP
Audit Committee <i>O. Reg. 361/10, s. 7 (1). The term of office of a member of the audit committee who is a board member shall be determined by the board but shall not exceed four years.</i>	<i>3 Trustees required</i>	Kathy Burtnik Ed Nieuwesteeg Fr. Paul MacNeil
Niagara Catholic Parent Involvement Committee (N.C.P.I.C.)	<i>2 Trustees required</i>	Kathy Burtnik Rhianon Burkholder
Special Education Advisory Committee (S.E.A.C.)	<i>2 Trustees required</i>	Moe Charbonneau Fr. Paul MacNeil
Supervised Alternative Learning Committee (S.A.L. Committee)	<i>2 Trustees required</i>	Ted O'Leary Frank Fera

STANDING COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2014 MEMBERSHIP
Disciplinary Hearing Committee <i>NOTE: All Trustees serve as alternates for this Committee only</i>	<i>3 Trustees required</i>	Ted O'Leary Moe Charbonneau Frank Fera
Policy Committee	<i>3 Trustees required</i>	Kathy Burtnik Rhianon Burkholder Dino Sicoli

AD HOC COMMITTEES	TRUSTEE MEMBERSHIP REQUIRED	2014 MEMBERSHIP
Blessed Trinity Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	<i>3 Trustees required</i>	Fr. Paul MacNeil Ted O'Leary Rhianon Burkholder
Denis Morris, Holy Cross, and Saint Francis Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	<i>3 Trustees required</i>	Kathy Burtnik Moe Charbonneau Rhianon Burkholder
Lakeshore Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	<i>3 Trustees required</i>	Dino Sicoli Frank Fera Kathy Burtnik
Notre Dame College Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	<i>3 Trustees required</i>	Ted O'Leary Fr. Paul MacNeil Dino Sicoli
Saint Michael and Saint Paul Catholic Elementary and Secondary Family of Schools Attendance Area Ad Hoc Committee	<i>3 Trustees required</i>	Ed Nieuwesteeg Frank Fera Moe Charbonneau

OTHER LIAISON COMMITTEES	TRUSTEE MEMBERSHIP MANDATED	2014 MEMBERSHIP
E.A.P.	<i>1 Trustee required</i>	Ed Nieuwesteeg