



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

AGENDA AND MATERIAL

COMMITTEE OF THE WHOLE MEETING

TUESDAY, NOVEMBER 9, 2010

1:00 P.M.

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

A. ROUTINE MATTERS

- | | |
|--|----|
| 1. Opening Prayers – Trustee Fera | - |
| 2. Roll Call | - |
| 3. Approval of the Agenda | - |
| 4. Declaration of Conflict of Interest | - |
| 5. Approval of Minutes of the Committee of the Whole Meeting of October 12, 2010 | A5 |

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

- | | |
|--|--------|
| 1. Policy Committee | |
| 1.1 Unapproved Minutes of the Policy Committee Meeting of October 26, 2010 | C1.1 |
| 1.2 Approval of Policies | |
| 1.2.1 Trustee Code of Conduct Policy (100.12) | C1.2.1 |
| 1.2.2 Employee Workplace Violence Policy (201.11) | C1.2.2 |
| 1.2.3 Equity & Inclusive Education Policy (200.16) | C1.2.3 |
| 1.2.4 Religious Accommodation Policy (100.10.1) | C1.2.4 |
| 1.3 Policy Development | C1.3 |
| 2. Niagara Catholic District School Board Saint Brother André Trip to Montreal | C2 |
| 3. Revised Health & Physical Education Grades One to Eight Curriculum 2010 | C3 |
| 4. Board Improvement Plan for Student Achievement: Increasing Student Success Through Continuous Improvement Planning | C4 |
| 5. Staff Development Department Professional Development Opportunities | C5 |
| 6. Attendance Area Review Committee for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area | C6 |
| 7. Preparation of Audited Financial Statements for the Year 2009-2010 | - |
| 8. Financial Reports | |
| 8.1 Monthly Banking Transactions for the Month of October 2010 | C8.1 |
| 8.2 Statement of Revenue and Expenditures as at October 31, 2010 | C8.2 |

- | | |
|---|------|
| 9. Monthly Updates | |
| 9.1 Capital Projects Progress Report | C9.1 |
| 9.2 Student Trustees' Update | - |
| 9.3 Family of Schools Superintendents' Monthly Update | - |

D. INFORMATION

- | | |
|---|------|
| 1. Trustee Information | |
| 1.1 Spotlight on Niagara Catholic – October 26, 2010 | D1.1 |
| 1.2 Calendar of Events – November 2010 | D1.2 |
| 1.3 Ministry of Education Trustee Orientation Seminar – Thursday, November 18, 2010 – London | - |
| 1.4 Official Blessing & Opening – St. Joseph Catholic Elementary School (Grimsby)
– Wednesday, November 24, 2010 | - |
| 1.5 Niagara Catholic Trustee Orientation – Thursday, November 25, 2010 – Catholic Education Centre | - |
| 1.6 Official Blessing & Opening – Our Lady of Fatima Catholic Elementary School (Grimsby)
Tuesday, November 30, 2010 | - |
| 1.7 Inaugural Board Meeting/Committee of the Whole Meeting
– Tuesday, December 7, 2010 – Saint Michael Catholic High School, Niagara Falls | - |
| 1.8 OCSTA Trustee Orientation Seminar – Friday, January 14-15, 2011 – Toronto | - |
| 1.9 Renaming of Blessed Brother Andre Chapel at Saint Paul Catholic High School | - |

E. OTHER BUSINESS

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

F. BUSINESS IN CAMERA

G. REPORT ON THE IN CAMERA SESSION

H. ADJOURNMENT

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: MINUTES OF THE COMMITTEE OF THE WHOLE
MEETING OF OCTOBER 12, 2010**

RECOMMENDATION

THAT the Committee of the Whole approve the Minutes of the Committee of the Whole Meeting of October 12, 2010, as presented.

Prepared by: Committee of the Whole
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE COMMITTEE OF THE WHOLE MEETING TUESDAY, OCTOBER 12, 2010

Minutes of the Meeting of the Committee of the Whole of the Niagara Catholic District School Board, held on Tuesday, October 12, 2010, at 7:00 p.m. in the Father Kenneth Burns csc Board Room, at the Catholic Education Centre, 427 Rice Road, Welland.

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

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Trustee Nieuwesteeg.

2. Roll Call

Moved by Trustee Scalzi

THAT the Committee of the Whole excuse Trustee Crole from attending the Committee of the Whole Meeting of October 12, 2010.

CARRIED

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

The following staff were in attendance:

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

3. **Approval of the Agenda**

Moved by Trustee Fera

THAT the Committee of the Whole approve the Agenda of the Committee of the Whole Meeting of October 12, 2010, as presented.

CARRIED

4. **Disclosure of Interest**

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

5. **Minutes of the Committee of the Whole Meeting of September 14, 2010**

Moved by Trustee Charbonneau

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

CARRIED

B. PRESENTATIONS

C. COMMITTEE AND STAFF REPORTS

1. **Policy Committee**

1.1 **Unapproved Minutes**

Policy Committee Meeting – September 28, 2010

Moved by Trustee Scalzi

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

CARRIED

1.2 **Approval of Policies**

Policy Committee Chairperson Scalzi presented the amendments to the Board By-Laws.

1.2.1 **Board By-Laws (100.1)**

Moved by Trustee Nieuwesteeg

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

CARRIED

1.3 Policy Development Update

Director Crocco presented the Policy Development Update.

2. International Student Exchange

Yolanda Baldasaro, Superintendent of Education: Student Achievement K-12, introduced Jayne Evans, FSL /ESL/Arts Consultant. Mrs. Evans welcomed this year's International Exchange Students from France, Germany and Switzerland, as well as their Niagara Catholic hosts. The Exchange Students are attending Monsignor Clancy Catholic Elementary School, St. Mark Catholic Elementary School, Lakeshore Catholic High School, Blessed Trinity Catholic Secondary School and Notre Dame College School.

The students introduced themselves and spoke briefly of their experiences.

Chairperson Burtnik and Vice-Chairperson Dekker presented the host and exchange students with Niagara Catholic District School Board pins.

3. Catholic School Councils Annual Report 2009-2010

Lee Ann Forsyth-Sells, Superintendent of Education, presented the Catholic School Councils Annual Report 2009-2010 to the Board, which is compliance with School Council legislation, that states every School Council shall annually submit a written report on its activities to the Principal of the school and to the Board that established the Council (O. Reg. 612/00, s. 24 (1)).

4. Niagara Catholic Celebrates the Canonization of Blessed Brother Andre

Director Crocco and Superintendent Baldasaro presented the report on Niagara Catholic Celebrates the Canonization of Blessed Brother Andre.

Blessed Brother Andre is the first Canadian-born male to be canonized a Saint. On October 30th, 2010 a Thanksgiving Mass led by His Eminence, Jean-Claude Cardinal Turcotte, will take place at Montréal's Olympic Stadium to commemorate this historical and celebratory event.

Intermediate and secondary school students, along with Board and school staff, will attend the special Thanksgiving Mass. Members of Senior Staff, including the Director of Education, John Crocco, Superintendents of Education, Yolanda Baldasaro, Lee Ann Forsyth-Sells and Frank Iannantuono, along with Mary-Ann McKinley, Consultant: Student Leadership/Student Engagement, will accompany staff and students on this historic trip to Montreal. Approximately 132 students and staff, filling 3 coach buses, will depart at 6:00 a.m. on Friday, October 29th, travelling to Montreal.

5. Full Day Early Learning Kindergarten Program Update

Superintendent Baldasaro welcomed Mark Lefebvre, Administrator: School Effectiveness Framework and Kendall Cappellazzo, Consultant: Early Years/Primary, who presented the Full Day Early Learning Kindergarten Program Update (ELKP) which was implemented in sixteen (16) classrooms in eight (8) Niagara Catholic Elementary schools in September 2010.

Trustees asked questions of staff and discussed the Early Day Learning Kindergarten Program.

6. Staff Development Department Professional Development Opportunities

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

7. Extended Overnight Field Trip/Excursion/Exchange Trip Approvals 2010-2011

Superintendent Baldasaro presented the information report from the Extended Overnight Field Trip, Excursion and Exchange Approval Committee.

8. Monthly Updates

8.1 Capital Projects Progress Report

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

8.2 Student Trustees' Update

Patrick Fowler, Student Trustee, gave a brief verbal update on the activities of the Student Senate.

8.3 Family of Schools Superintendents' Monthly Update

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

Superintendent Ciarlo

- St. Anthony Catholic Elementary School enjoyed an hour of skating at the Seymour-Hannah Sports Complex. Skates and helmets were provided to students who did not have them through the Skates for Kids program.
- Denis Morris Catholic High School student, Julia Longo, will be representing Team Canada in the International Special Olympics being held in Greece in the summer of 2011. Julia earned two (2) gold and two (2) silver medals for Team Ontario in the fastest swimming divisions.
- St. Mark Catholic Elementary School has received their Communities in Bloom Garden award from the Town of Lincoln. The award was the result of the hard work and dedication of last year's Grade 3 and 4 class, and the St. Mark's Gardening Club.

Superintendent Forsyth-Sells

- Our Lady of Victory Catholic Elementary School students and staff raised over \$4,500 during the Annual Terry Fox Walk
- Our Lady of Victory Catholic Elementary School continues to offer a daily "morning snack" program that offers a nutritious break for students just after a.m. recess.
- St. Kevin Catholic Elementary School is participating in a Daily Running/Walking Program which will take place over a five week period of time. Students complete 40 km throughout a training cycle. Students in grades 3 to 8 are invited to participate in the Niagara International Marathon's 'Schools Marathon Challenge/
- St. Ann Catholic Elementary School in Fenwick has made a difference with their annual "Thanksgiving Food Drive" by being very generous to those less fortunate. Boxes and boxes of food were delivered to "Pelham Cares".
- Saint Michael Catholic High School teacher, Dean Serravalle, had a book launch to promote his first novel, "Reliving Charlie" on Saturday, October 9, 2010 at Coles Book Store at the Pen Centre.

D. INFORMATION

1. Trustee Information

1.1 Spotlight on Niagara Catholic – September 28, 2010

Director Crocco presented the Spotlight on Niagara Catholic – September 28, 2010 issue for Trustees' information.

1.2 Calendar of Events – October 2010

Director Crocco presented information on the Calendar of Events – October 2010.

1.3 World Teachers' Day – October 5, 2010

Director Crocco presented information and a hard copy of the memo to all teachers on World Teachers' Day – October 5, 2010.

1.4 Niagara Catholic Regional School Council Annual Chairpersons & Members' Meeting

Director Crocco presented information on the Niagara Catholic Regional School Council Annual Chairpersons and Members' Meeting, being held Wednesday, October 20, 2010 – 7:00 p.m. at Monsignor Clancy Catholic Elementary School.

1.5 Pilgrimage Sunday – October 24, 2010

Director Crocco presented information on Pilgrimage Sunday being held on October 24, 2010 which is also Mission Sunday. He noted that Notre Dame College School will be celebrating their 35th Pilgrimage this year.

E. OTHER BUSINESS

1. General Discussion to Plan for Future Action

Trustees were reminded that the November 9, 2010 Committee of the Whole Meeting would take place at a revised time of 1:00 p.m. This will accommodate Trustees and Senior Staff attending the Installation of Bishop Bergie.

F. BUSINESS IN CAMERA

Moved by Trustee Burtnik

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

CARRIED

The Committee of the Whole moved into the In Camera Session of the Meeting at 8:35 p.m. and reconvened at 10:00 p.m.

G. REPORT ON THE IN-CAMERA SESSION

Moved by Trustee Charbonneau

THAT the Committee of the Whole report the motions from the In Camera Session of the Committee of the Whole Meeting of October 12, 2010.

CARRIED

SECTION A: STUDENT TRUSTEES PRESENT

Moved by Trustee Scalzi

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section A: Student Trustees Present held on September 14, 2010, as presented.

CARRIED (Item F1)

SECTION B: STUDENT TRUSTEES EXCLUDED

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board approval of the action as outlined in Item F3.1 of the In Camera Agenda.

CARRIED (Item F3.1)

Moved by Trustee Fera

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board approval of the action as outlined in Item F3.2 of the In Camera Agenda.

CARRIED (Item F3.2)

Moved by Trustee Burtnik

THAT the Committee of the Whole approve the Minutes of the In Camera Session of the Committee of the Whole Meeting - Section B: Student Trustees Excluded held on September 14, 2010, as presented.

CARRIED (Item F4)

Moved by Trustee Charbonneau

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board approval of the action as outlined in Item F5 of the In Camera Agenda.

CARRIED (Item F5)

H. ADJOURNMENT

Moved by Trustee Charbonneau

THAT the October 12, 2010 Committee of the Whole Meeting be adjourned.

CARRIED

This meeting was adjourned at 10:00 p.m.

Minutes of the Committee of the Whole Meeting of the Niagara Catholic District School Board held on **October 12, 2010.**

Approved on the **9th** day of **November 2010.**

John Dekker
Vice-Chairperson of the Board

John Crocco
Director of Education/Secretary -Treasurer

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: POLICY COMMITTEE
UNAPPROVED MINUTES
OCTOBER 26, 2010**

RECOMMENDATION

THAT the Committee of the Whole receive the unapproved Minutes of the Policy Committee Meeting of October 26, 2010, as presented.

Prepared by: Policy Committee
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

MINUTES OF THE POLICY COMMITTEE MEETING

TUESDAY, OCTOBER 26, 2010

Minutes of the Policy Committee Meeting held on Tuesday, October 26, 2010 at 4:30 p.m. in the Holy Cross Community Room, at the Catholic Education Centre, 427 Rice Road, Welland.

The meeting was called to order at 4:30 p.m. by Committee Chairperson Scalzi.

A. ROUTINE MATTERS

1. Opening Prayer

Opening Prayers were led by Director of Education John Crocco.

2. Attendance

Committee Members:

Tony Scalzi, Committee Chairperson

Kathy Burtnik, Trustee

Ed Nieuwesteeg, Trustee

Staff:

John Crocco, Director of Education

Larry Reich, Superintendent of Business & Financial Services

Yolanda Baldasaro, Superintendent of Education

Frank Iannantuono, Superintendent of Education

Jackie Watson, Consultant: Equity, Diversity and Community Relations

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

3. Approval of Agenda

Moved by Trustee Nieuwesteeg

THAT the October 26, 2010, Policy Committee Agenda be approved, as amended to include Item 5.4 Board By-Laws and renumber the remainder of the agenda.

Approved

4. Minutes of the Policy Committee Meeting of September 28, 21010

Moved by Trustee Nieuwesteeg

THAT the Policy Committee approve the minutes of the Policy Committee Meeting of September 28, 2010, as presented.

Approved

5. **Policies**

ACTION REQUIRED

POLICIES - PRIOR TO VETTING

NEW

5.1 Trustee Code of Conduct Policy

John Crocco, Director of Education, presented the new Trustee Code of Conduct Policy which will be presented to the Committee of the Whole and Board for approval in November.

Director Crocco informed Trustees that the Code of Conduct for Trustees Policy is in full compliance with the School Board Governance Act and the Policy is based on a template provided by Borden Ladner Gervais LLP. He also noted that the Policy template has been vetted and approved by the Ministry of Education.

The following amendments were recommended:

1. Mission Statement

The Mission Statement currently in the Trustee Code of Conduct will be used as an introduction to the Trustee Code of Conduct Policy.

2. Integrity and Dignity of Office

Insert the word “*Catholic*” before the first word in the first sentence.

11. Guidelines for Gifts and Hospitality

Reword section to read:

“Although moderate hospitality is an accepted courtesy in business relationships, Trustees should not allow themselves to reach a perceived position whereby they might influence a Board decision as a consequence of accepting such hospitality.

Trustees should not use their position for improper gain or benefit, nor under any circumstances accept gifts.”

12. Enforcement of Code of Conduct and the Municipal Conflict of Interest Act

Reword second paragraph to read:

“A Trustee who has reasonable grounds to believe that another Trustee has breached this Code of Conduct may bring the alleged breach, in writing, to the attention of the Board through the Chair of the Board, or the Vice-Chair in the event that the alleged breach is with the Chair of the Board.”

Moved by Nieuwesteeg

THAT the Policy Committee recommend to the Committee of the Whole approval of the Employee Workplace Violence Policy (200.11), as presented.

CARRIED

5.2 Trustee Expenses Policy (100.12)

Larry Reich, Superintendent of Business & Financial Services presented the new Trustee Expenses Policy which will begin the vetting process in October and be presented to the Committee of the Whole and Board for approval in November.

REVIEW

5.3 Complaint Resolution Policy (800.3)

Director Crocco presented the Complaint Resolution Policy which will begin the vetting process in October and be presented to the December Policy Committee Meeting.

The following amendments were recommended:

Statement of Policy

Reword second paragraph to read:

“The Board values and encourages an open and trusting culture that fosters, in individuals, a sense of comfort, without fear of reprisal. The Board encourages the resolution of conflicts within a process that is transparent and respectful of the complainant’s and the Board’s role in resolving conflicts in the best interest of students.”

5.4 Board By-Laws (100.1)

Policy Committee Chair, Tony Scalzi, presented a Policy Committee recommendation to amend the Board By-Laws which were previously approved at the October 12, 2010 Committee of the Whole Meeting.

The following amendments were recommended:

20. Voting

Reworded to read:

(a) Voting by ballot for the Election of the Chair and Vice-Chair of the Board

- i. Voting by ballot will only take place for the election of the Chair and Vice-Chair of the Board.***
- ii. The Director of Education should appoint two (2) or more persons to conduct the vote by distributing, collecting and counting the ballots. Following the voting by ballots, the Director of Education will announce the vote publicly. The Chairperson will move to destroy the ballots.***

(b) **Recorded Vote**

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

21. Code of Conduct

Delete the sentence:

"In accordance with the Education Act," and numbers i to xiv as the Code of Conduct is addressed in the Trustee Code of Conduct Policy.

Moved by Trustee Nieuwesteeg

THAT the Policy Committee recommend that the Niagara Catholic District School Board approval of the Committee of the Whole approved Board By-Laws (100.0) of October 12, 2010, as presented.

CARRIED

DELETION

5.5 Trustee Conference & Travel Policy (100.2)

5.6 Trustee Travel Expenses Policy (100.3)

Director Crocco informed Trustees that the Conference & Travel Expense Policy (100.2) approved by Board Motion on March 27, 2007, and the Trustee Travel Expenses Policy (100.3) approved by Board Motion on January 27, 1998, are being recommended that the motions be rescinded and the Policies be deleted.

The new Trustee Expenses Policy addresses the Trustee Conference and Travel Expenses Policy and Trustee Travel Expenses Policy.

**POLICIES FOR RECOMMENDATION TO NOVEMBER
COMMITTEE OF THE WHOLE (Vetting Completed)**

5.7 Employee Workplace Violence Policy (200.11)

Frank Iannantuono, Superintendent of Education, presented the Employee Workplace Violence Policy for approval.

Moved by Trustee Nieuwesteeg

THAT the Policy Committee recommend to the Committee of the Whole approval of the Employee Workplace Violence Policy (200.11), as presented.

CARRIED

5.8 Equity & Inclusive Education Policy (100.10)

Yolanda Baldasaro, Superintendent of Education, and Jackie Watson, Consultant: Equity, Diversity and Community Relations, presented the Equity & Inclusive Education Policy, and gave brief comments on the feedback received.

Moved by

THAT the Policy Committee recommend to the Committee of the Whole approval of the Equity & Inclusive Education Policy (100.10), as presented.

CARRIED

5.9 Religious Accommodation Policy (100.10.1)

Yolanda Baldasaro, Superintendent of Education, and Jackie Watson, Consultant: Equity, Diversity and Community Relations, presented the Religious Accommodation Policy, and gave brief comments on the feedback received.

The following amendments were recommended:

ADMINISTRATIVE GUIDELINES

PROCEDURES

3. Unresolved Requests

Reworded to read:

“If an individual feels that their request has not been considered despite the Board’s...”

4. Areas of Accommodation

**ii. Absence for Religious Holy Days
Unresolved Requests**

Reworded to read:

“If an individual feels that their request has not been considered despite the Board’s...”

Moved by Trustee Nieuwesteeg

THAT the Policy Committee recommend to the Committee of the Whole approval of the Religious Education Policy (100.10.1), as presented.

CARRIED

Information

Policies Being Vetted

5.10 Catholic School Councils Policy (800.1)

Trustees were informed that the Catholic School Councils Policy is currently being vetted and has a response deadline of November 15, 2010.

5.10 Policy and Guideline Review 2010-2011 Update

5.11 Policy Development Update

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

6. Date of Next Meeting

Tuesday, November 23, 2010 – 5:00 p.m.

7. Adjournment

The meeting adjourned at 6:40 p.m.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: APPROVAL OF POLICIES
TRUSTEE CODE OF CONDUCT POLICY (100.12)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Trustee Code of Conduct Policy (100.12), as presented.

Presented by: John Crocco, Director of Education

Approved by: John Crocco, Director of Education

Date: November 9, 2010

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
TRUSTEE CODE OF CONDUCT**

Adopted: October 2010
Revised:

Policy No. 100.12

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1. 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.

2. INTEGRITY AND DIGNITY OF OFFICE

Catholic Trustees occupy positions of public trust and confidence. They are expected to discharge their duties and responsibilities in a professional and ethical manner, consistent with Gospel Values, the teachings of the Catholic church, the *Education Act* and Regulations, the *Municipal Freedom of Information and Protection of Privacy Act* and Regulations, the *Municipal Conflict of Interest Act*, the Board's By-Laws and Policies and any other Act or Regulation that may be applicable to the Trustee's duties.

It is imperative that the Trustees act, and be seen to act, in the best interests of the public they serve. Catholic Trustees are elected to represent all stakeholders in the Niagara Catholic District School Board by articulating and supporting a shared commitment to excellence in Catholic education that promotes student achievement and well-being through the delivery of effective and appropriate education programs, services and effective stewardship of the Board's resources.

Trustees are governors, advocates and community leaders. As governors, Trustees provide strategic direction and oversight through Board policies to maintain the focus on student achievement and well-being. As advocates, Trustees inform and influence public perceptions of Catholic education and provincial education law and policy. As community leaders, Catholic Trustees engage with the public to build understanding, awareness, guidance and active support for publicly funded Catholic education.

3. CATHOLIC FAITH, COMMUNITY AND CULTURE

Each Niagara Catholic District School Board Trustee shall, within the duties prescribed in the Education Act, its Regulations and other applicable legislation and reflecting a ministry within the Church:

- (a) acknowledge that Catholic schools are an expression of the teaching mission of the Church;
- (b) provide an example to the Catholic Community that reflects the teaching of the Church;
- (c) provide the best possible Catholic education according to the programs approved by the Canadian Conference of Catholic Bishops and the Provincial Minister of Education;
- (d) recognize and rigorously defend the constitutional right of Catholic education and the democratic and corporate authority of the Board;
- (e) respect the confidentiality of the Board;
- (f) ensure the affairs of the Board are conducted with openness, justice and compassion;
- (g) work to improve personal knowledge of current Catholic educational research and practices;
- (h) affirm a strong sense of Christian Catholic Community; and
- (i) provide support, encouragement and prayer for the efforts of all persons engaged in the ministry of Catholic Education in Canada.

4. CIVIL BEHAVIOUR AND COMMUNICATION

Catholic Trustees share in the responsibility for creating a positive environment that is safe, harmonious, comfortable, inclusive and respectful. Trustees shall at all times act with decorum and shall be respectful of other Trustees, the Director of Education, staff, all members of the Niagara Catholic community, as well as the public. As stewards of the system, Catholic Trustees are held to a high standard of conduct and should serve as role models of exemplary behavior reflective of the values articulated in the Ontario Catholic School Graduate Expectations.

Trustees must:

- respect and comply with all applicable federal, provincial and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas, and their opinions;
- treat one another with dignity and respect at all times, and especially when there is disagreement;
- respect and treat others fairly, regardless of, for example, race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age, or disability; and
- respect the rights of others.

Trustees shall be prepared for meetings, avoid disrupting the process and refrain from engaging in conduct or contributing to a tone of sarcasm or denigration during meetings of the Board and at all other times that would discredit or compromise the integrity of the Board.

In performing their duties as Trustees, and in all matters of communication including email, telephone and face-to-face meetings with staff, parents and other stakeholders, appropriate language and professionalism are expected. Trustees are to communicate with Board staff through the Director of Education or as approved, through the Office of the Director of Education. As outlined in Section 218.1 of the *Education Act*, it is not within the duties of Trustees to give direction to Board staff. In dealing with concerns expressed by members of the community, Trustees are to comply with the Niagara Catholic Complaint Resolution Policy.

Catholic Trustees are bound to uphold and abide by all Board Policies, procedures and protocols. Subject to the duty of a Trustee under subsection 218.1(e) of the *Education Act* to uphold the implementation of any Board resolution after it is passed by the Board, a Trustee may not make disparaging remarks about another Trustee or a group of Trustees in expressing comments, or disagreement or speculate on the motives of a Trustee, a group of Trustees, or Board staff.

Any Trustee who fails or refuses to comply with the rules of the Board, uses offensive language, disobeys the decisions of the Chair or the Board on points of order, or makes any disorderly noise or disturbance may be ordered by the Chair to leave for the remainder of the meeting, and in the case of a refusal to do so, may, on the order of the Chair, be removed from the room where such meeting is taking place and/or the Board office. Such a removal will be recorded in the Minutes of the meeting.

Subsection 207(3) of the *Education Act* addresses the exclusion of persons from Board Meetings. It provides: "The presiding officer may expel or exclude from any meeting any person who has been guilty of improper conduct at the meeting."

5. COMPLYING WITH LEGISLATION

All Trustees will comply with the letter and spirit of all laws of Canada and the Province of Ontario and any contractual obligations of the Board in conducting the business of the Board.

Trustees acknowledge they may only act on behalf of the Board through resolution and may not act individually or purport to represent the interests of the Board without the knowledge and consent of the Board of Trustees shown through resolution.

Trustees shall ensure that all information they communicate in the course of their duties is accurate and complete.

It is every Trustee's responsibility to familiarize themselves with their duties and any requirements of them as prescribed by the *Education Act*, the *Municipal Freedom of Information and Protection of Privacy Act*, the *Municipal Conflict of Interest Act* and any other Act or Regulation that may be applicable to the Trustee's duties from time-to-time, and/or Ministry of Education requirements and the Board's By-Laws, Policies and Administrative Guidelines.

All Trustees are expected to comply with the following duties of Board members as set out in Section 218.1 of the *Education Act*:

"A member of a Board shall,

- (a) carry out his or her responsibilities in a manner that assists the Board in fulfilling its duties under this Act, the regulations and the guidelines issued under this Act, including but not limited to the Board's duties under section 169.1, Board By-Laws and Board Policy;
- (b) attend and participate in meetings of the Board, including meetings of Board committees of which he or she is a member;
- (c) consult with parents, students and supporters of the board on the Board's multi-year plan under clause 169.1(1)(f);
- (d) bring concerns of parents, students and supporters of the Board to the attention of Board staff through Policies determined by the Board;
- (e) uphold the implementation of any Board resolution after it is passed by the Board;
- (f) entrust the day-to-day operations and management of the Board to its staff through the Board's Director of Education;
- (g) maintain focus on student achievement and well-being through the development of policies; and
- (h) comply with the Board's Code of Conduct."

6. UPHOLDING DECISIONS

Catholic Trustees must understand their role as a corporate body and the expectation that as such they may deliberate with many voices but must act as one.

Trustees must:

- (a) accept that authority rests with the Board and that they have no individual authority other than that delegated by the Board;
- (b) uphold the implementation of any Board resolution after it is passed by the Board;
- (c) comply with Board By-Laws, Policies and Procedures; and

- (d) refrain from speaking on behalf of the Board unless authorized to do so by the Board. The only official spokespersons for the Niagara Catholic District School Board are the Chair of the Board and the Director of Education.

7. AVOIDANCE OF PERSONAL ADVANTAGE AND CONFLICT OF INTEREST

All Trustees are expected to comply with the provisions of the *Municipal Conflict of Interest Act*, which requires that Trustees declare and disclose the general nature of the interest for all direct and indirect pecuniary conflicts of interest and abstain from making a decision.

Trustees are not permitted to vote on or discuss matters in which they have a direct or indirect pecuniary interest. The direct or indirect pecuniary interest of a parent, spouse or child is deemed to be the interest of the Trustee. Subsection 3(1) of the Act provides:

“For the purpose of this Act, the pecuniary interest, direct or indirect, of a spouse or any child of the member shall, if known to the member, be deemed to be also the pecuniary interest of the member.”

Any direct or indirect financial interest on the part of the Trustee may raise a conflict of interest. A direct conflict of interest will arise where the Trustee himself or herself stands to benefit or suffer financially by a decision of the Board.

Where a Trustee, either on his or her own behalf or while acting for, by, with or through another, has any pecuniary interest, direct or indirect, or any other conflict of interest in any matter and is present at a meeting of the Board at which the matter is the subject of consideration, the Trustee shall:

- (a) prior to any consideration of the matter of the meeting, disclose the interest and the general nature thereof;
- (b) not take part in the discussion of, or vote on any question in respect of the matter;
- (c) not discuss the issue with any other person;
- (d) not attempt in any way whether before, during or after the meeting to influence the voting on such question; and
- (e) Where the meeting is not open to the public, the Trustee shall, in addition to complying with the requirements outlined above, leave the meeting or the part of the meeting during which the matter is under consideration.

Where the interest of the Trustee has not been disclosed by reason of the Trustee’s absence from the meeting, the Trustee shall disclose the interest and otherwise comply with the above requirements of the first meeting of the Board attended by the Trustee after the meeting referred to above.

When the meeting is open to the public, every declaration of interest and the general nature of that interest, shall be recorded in the minutes of the Board meeting. When the meeting is not open to the public, every declaration of interest, but not the general nature of that interest, shall be recorded in the minutes of the next meeting of the Board that is open to the public.

It is an expectation of the Board that Trustees will not only comply with the requirements of the *Municipal Conflict of Interest Act*, but also avoid conflicts of interest as defined by this Code of Conduct.

Every Trustee is responsible and accountable for exercising good judgment and avoiding situations that might present a conflict of interest or the appearance of a conflict of interest, and where a conflict of interest might exist each Trustee has an affirmative duty to disclose such conflict when it becomes apparent.

No Trustee shall use his or her position, authority or influence for personal, financial or material gain or personal business purposes or for the personal, financial or material gain or business purposes of a relative, friend and/or business associate. Every Trustee shall uphold and enhance all Board business operations by:

- (a) maintaining an unimpeachable standard of integrity in all their relationships, both inside and outside the Board;
- (b) fostering the highest standard of professional competence amongst those for whom they are responsible;

- (c) complying with and being seen to comply the letter and spirit of:
 - The laws of Canada and the Province of Ontario,
 - Contractual obligations applicable to the Board; and
- (d) rejecting and denouncing any business practice that is improper or inappropriate or may appear to be improper or inappropriate.

A Trustee shall not use his or her position, authority or influence to give any person or organization special treatment that might, or might be perceived to, advance the interests of the Trustee, or the interests of a relative, friend and/or business associate of the Trustee.

A Trustee must not participate in any decision or recommendation in which he or she or a relative, friend or business associate may have a financial, commercial or business interest.

When the Board is to decide upon an issue, at a meeting that is open to the public, about which a member has an unavoidable pecuniary conflict of interest, that member shall not comment or vote on the issue.

When the Board is to decide upon an issue, at a meeting that is not open to the public, about which a member has an unavoidable pecuniary conflict of interest, that member shall not comment or vote on the issue and must leave the Board Room.

8. LOBBYING

On occasion, lobbyists may attempt to communicate with Trustees for the purpose of influencing Trustees with respect to the procurement of goods and services and the awarding of contracts. Trustees must report such inquiries to the Director of Education. Trustees must not use their influence to gain nor advance the interest of any particular party during a procurement process.

9. CONFIDENTIALITY

All Trustees acknowledge that, as part of their duties to the Board they may be privy to private, confidential and/or legally privileged financial, business and/or commercial information belonging to the Board that may provide a financial, business, commercial or competitive advantage, and that they may be privy to private and confidential student and personnel information, and/or legal matters and opinions. Such information may include, but is not limited to, information relating to the Board's organizational structure, operations, business plans, technical projects, business costs, research data results, inventions, trade secrets or other work produced, developed by or for the Board.

Except as required by law, all Trustees and former Trustees agree not to use, directly or indirectly, for the Trustee's benefit or the benefit of any person, organization, firm, or other entity, the Board's proprietary or confidential information disclosed or entrusted to that Trustee, and Trustees recognize that such inappropriate use of confidential information for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code*.

The confidentiality of personal/educational student and family information received in the course of duties must be respected, protected and kept confidential. Trustees are required to keep all information received, including but not limited to, in-camera discussions and actions in complete confidence. Information received should not be discussed or reviewed in public or where another student, parent, employee or member of the school community or public could accidentally overhear or read such information.

Except as required by law, and in accordance with the *Education Act* and *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or educational information of students and their families that may come to the attention of a Trustee.

Except as required by law, and in accordance with the *Municipal Freedom of Information and Protection of Privacy Act*, all Trustees agree not to use or disclose the personal and/or employment information of Board employees and their families that may come to the attention of a Trustee.

A Trustee's duty of confidentiality with respect to private and confidential financial, business and/or commercial information, personnel information, student information, and legal matters and opinions survives his or her term as Trustee.

10. BOARD RESOURCES

No Trustee shall use Board resources for personal gain. No Trustee shall permit relatives, friends and/or business associates to use Board resources for personal gain. Trustees recognize that such inappropriate use of Board resources, directly or indirectly, for their benefit may constitute a breach of trust contrary to section 122 of the *Criminal Code*.

All Trustees shall fully comply with all Board Policies, Protocols, Procedures and Administrative Procedures / Guidelines regarding the use of Board resources, including information technology resources.

11. GUIDELINES FOR GIFTS AND HOSPITALITY

Although moderate hospitality is an accepted courtesy in business relationships, Trustees should not allow themselves to reach a perceived position whereby they might influence a Board decision as a consequence of accepting such hospitality.

Trustees should not use their position for improper gain or benefit, nor under any circumstances accept gifts.

12. ENFORCEMENT OF CODE OF CONDUCT AND THE MUNICIPAL CONFLICT OF INTEREST ACT

In accordance with the provisions of section 218.3 of the *Education Act*, a breach of this Code of Conduct by a Trustee may be dealt with by the following procedures:

A Trustee who has reasonable grounds to believe that another Trustee has breached this Code of Conduct may bring the alleged breach, in writing, to the attention of the Board through the Chair of the Board, or the Vice-Chair in the event that the alleged breach is with the Chair of the Board.

If an alleged breach is brought to the attention of the Board, the Board shall make inquiries into the matter and shall, based on the results of the inquiries, determine whether there has been a breach.

If the Board determines that a Trustee has breached this Code of Conduct, the Board may impose one or more of the following sanctions:

- (a) Censure of the Trustee.
- (b) Barring the Trustee from attending all or part of a meeting of the Board or a meeting of a committee of the Board.
- (c) Barring the Trustee from sitting on one or more committees of the Board, for the period of time specified by the Board.

A Trustee who is barred from attending all or part of a meeting of the Board or a meeting of a committee of the Board is not entitled to receive any materials that relate to that meeting or that part of the meeting that are not available to the members of the public.

In appropriate circumstances, the Board may also resolve to disassociate the Board from any action or statement of a Trustee.

If a Board determines that a Trustee has breached this Code of Conduct, the Board shall give the Trustee written notice of the determination and of any sanction imposed by the Board.

The notice shall inform the Trustee that he or she may make written submissions to the Board in respect of the determination or sanction by the date specified in the notice that is at least 14 days after the notice is received by the Trustee.

The Board shall consider any submissions made by the Trustee and shall confirm or revoke the determination within 14 days after the Trustee's submissions are received.

If the Board revokes a determination that a Trustee has breached this Code of Conduct, any sanction imposed by the Board is also revoked.

If the Board confirms a determination that a Trustee has breached this Code of Conduct, the Board shall, within 14 days after the Trustee's submissions were received, confirm, vary or revoke the sanction(s) imposed by the Board.

If a sanction is varied or revoked, the variation or revocation shall be deemed to be effective as of the date the original determination about the alleged breach was made by the Board.

Despite subsection 207(1) of the *Education Act* which requires meetings of the Board to be open to the public, but subject to the requirements below for specific resolutions of the Board to be made in public, the Board may close to the public the part of the meeting during which a breach or alleged breach of this Code of Conduct is considered when the breach or alleged breach involves any of the following matters:

- (a) the security of the property of the Board;
- (b) the disclosure of intimate, personal or financial information in respect of a Trustee or committee, an employee or prospective employee of the Board or a student or his or her parent or guardian;
- (c) the acquisition or disposal of a school site;
- (d) decisions in respect of negotiations with employees of the Board; or
- (e) litigation affecting the Board.

The Board shall take the following actions by resolution at a meeting of the Board, and the vote on the resolution shall be open to the public:

- (a) Make a determination that a Trustee has breached this Code of Conduct.
- (b) Impose a sanction on a Trustee for a breach of this Code of Conduct.
- (c) Confirm or revoke a determination regarding a Trustee's breach of this Code of Conduct.
- (d) Confirm, vary or revoke a sanction after confirming or revoking a determination regarding a Trustee's breach of this Code of Conduct.

A Trustee who is alleged to have breached this Code of Conduct shall not vote on any of the resolutions listed above.

When a resolution listed above is passed, the resolution shall be recorded in the Minutes of the meeting.

The *Statutory Powers Procedure Act* does not apply to any of the enforcement provisions under section 218.3 of the *Education Act*.

Nothing in this Code of Conduct prevents a Trustee's breach of the *Municipal Conflict of Interest Act* from being dealt with in accordance with that Act.

A Trustee who is subject to a Board inquiry to determine whether the trustee has breached the Code of Conduct has a right to retain and be represented by legal counsel throughout the process. Legal expenses will not be paid unless extraordinary circumstances are determined by Board motion.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: APPROVAL OF POLICIES
EMPLOYEE WORKPLACE VIOLENCE POLICY (201.11)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Employee Workplace Violence Policy (201.11), as presented.

Prepared by: Frank Iannantuono, Superintendent of Education

Presented by: Frank Iannantuono, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 9, 2010

Niagara Catholic District School Board

EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002

Policy No. 201.11

Revised: June 15, 2010

STATEMENT OF POLICY

The Niagara Catholic District School Board is committed to providing a safe working environment in which all Employees are treated with consideration, dignity, respect, equity and in accordance with the gospel values of Jesus Christ, as well as the Mission, Vision and Values of the Board.

The board believes that the eradication of workplace violence in the school/workplace is the joint responsibility of the employer and the employee. Therefore, any employee who becomes aware of a potential workplace violence situation has a responsibility to draw appropriate attention to it.

Workplace Violence will not be tolerated on the Niagara Catholic District School Board premises, while conducting company business, or work related functions, whether such violence is perpetrated by senior administration, managers, employees, contractors, customers, clients, visitors or members of the general public.

If the employee believes they are at risk of violence in the workplace including domestic violence they must advise the employer and the employer should take appropriate steps which may include seeking the assistance of the local police.

Where the occasion of workplace violence arises, the Board will achieve resolution through a formal process. During the process all information gathered is to be kept confidential.

The Board will assess the risks of workplace violence that may arise from the nature of the workplace, and provide relevant training, information and instruction, in accordance with current legislation in the Province of Ontario.

This Policy is to be applied in conjunction with other Board Policies dealing with employee behaviour, progressive discipline, conflict resolution and school safety (i.e. Code of Conduct, Access to School Premises, Criminal Background Check, Police and School Board Protocol, Occupational Health and Safety, Safe Physical Intervention for Students, Employee Workplace Harassment...)

The board will review this policy with respect to workplace violence, on an annual basis, and will post this policy in the workplace along with any applicable procedures and/or related programs.

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

Reference:

- Ontario Human Rights Code 1990
- Municipal Freedom of Information and Protection of Privacy Act
- Occupational Health & Safety Act (December 2009)
- Employee Workplace Harassment Policy 201.7
- Workplace Violence Management Program
- Bill 168: Occupational Health and Safety Amendment Act (Violence and Harassment in the Workplace) 2009

Niagara Catholic District School Board
EMPLOYEE WORKPLACE VIOLENCE

Adopted: April 23, 2002
Revised: June 15, 2010

Policy No. 201.11

ADMINISTRATIVE GUIDELINES

Workplace Violence is defined by the Ministry of Labour (MOL) as:

- a. the exercise of physical force by a person against an employee, in a workplace, that causes or could cause physical injury to the employee;
- b. an attempt to exercise physical force against a employee, in a workplace, that could cause physical injury to the employee; and
- c. a statement or behaviour that it is reasonable for an employee to interpret as a threat to exercise physical force against the employee, in the workplace, that could cause physical injury to the employee.
- d. **Workplace** refers to any place where employees perform work or work-related duties or functions. Schools and school-related activities, such as co-curricular activities and excursions, comprise the workplace, as do Board offices and facilities. Conferences and training sessions fall within the ambit of this policy.
- e. **Employee** refers to all employees of the Board.

Definitions are subject to changes from time to time as the appropriate legislation is reviewed or amended.

The Employee Workplace Violence Policy and Administrative Guidelines shall be posted in a conspicuous place in every workplace throughout the Niagara Catholic District School Board.

Provision of Information

Disclosure of Information with respect to Workplace Violence provided to an Employee may include personal information related to a risk of violence from a person with a history of violent behaviour if,

- a. The Employee can be expected to encounter that person in the course of his or her work; and
- b. The risk of workplace violence is likely to expose the employee to physical injury, as outlined in legislation.

No employer or supervisor shall disclose more personal information than is reasonably necessary to protect the worker from physical injury.

Domestic Violence

If the employer becomes aware, or ought to reasonably be aware that domestic violence that is likely to expose an Employee to physical injury may occur in the workplace, the employer will take every reasonable precaution to protect the employee.

Complaint Procedure

When an employee has been the subject of a workplace violence, the following steps shall be considered:

1. The alleged assailant will be removed from the presence of the Employee immediately, if the Immediate Supervisor at the time of the incident deems it reasonable and practical.
2. The Employee(s) shall receive immediate and appropriate support and/or medical attention if warranted.
3. In the event of a physical assault, medical verification of the injury sustained in the assault must be established and recorded as soon as possible by the Immediate Supervisor.
4. At the earliest opportunity, the assaulted Employee(s) shall inform the Immediate Supervisor. The Immediate Supervisor must inform the Senior Administrator of Human Resources, who will then notify the appropriate Superintendent or Controller of Plant.
5. It shall be the responsibility of the Senior Administrator of Human Resources to inform the appropriate Union President, if applicable, of the incident. These guidelines do not preclude the assaulted employee(s) from contacting the police and/or their Association / union representatives.
6. The Immediate Supervisor will advise the alleged assailant, as soon as it is practical, that documentation of the specific details shall be recorded.
7. The Immediate Supervisor will endeavour to restore the environment to normalcy and will conduct an investigation into the assault. The completed **Incident Report, Employee Workplace Violence**, resulting from the investigation will be forwarded to the Senior Administrator of Human Resources with a copy to the appropriate Superintendent or Controller of Plant. A copy of the **Workplace Safety and Insurance Board, Employee Incident/Accident Report** will also be required in the event of a physical assault.
8. Upon receiving the reports from the Employee and Immediate Supervisor, the Senior Administrator of Human Resources will consult with the appropriate Superintendent(s) and/or Controller of Plant prior to any action taken.
9. The Senior Administrator of Human Resources may seek legal advice for the Board regarding the incident.
10. The Senior Administrator of Human Resources shall inform the Employee of the support mechanisms available through the Board.
11. With the approval of the Superintendent of Human Resources, the Senior Administrator of Human Resources may, if deemed appropriate, grant an approved leave of absence without loss of pay or sick leave credit, to the Employee(s) who has been the subject of an assault.
12. The Niagara Catholic District School Board will not discriminate employees because they are perceived to be victims of workplace violence.
13. In all cases, with Police involvement, the Employee and Immediate Supervisor shall report the incident(s) on the appropriate form.
14. Copies of reports made by the Employee and Immediate Supervisor must be given to the Senior Administrator of Human Resources, appropriate Superintendent(s) and/or Controller of Plant if appropriate, where appropriate action will be taken. Upon written request to the Senior Administrator of Human Resources, a copy of the detailed report from the Immediate Supervisor will be provided to the Employee(s).
15. Where the two or more parties involved in the assault are assigned to the same department or work-site, future work assignments and location shall be reviewed with the Senior Administrator of Human Resources, the appropriate Superintendent(s) or Controller of Plant, and the Immediate Supervisor.
16. Infringement of this policy will give rise to disciplinary measures up to and including termination of employment.

Joint Occupational Health and Safety Committee Representatives

The employer shall advise the Joint Occupational Health and Safety Committee Representatives at the school site of the results of the assessment or re-assessment of the Workplace Violence Management Program and provide a copy where the assessment or re-assessment is in writing.

The Employee Workplace Violence Survey will be conducted on an annual basis in order to monitor employee input on risk assessments, and the provision of necessary information to employees.

The OHSA requires employers to notify the Ministry of Labour of critical injury (as defined by the OHSA) or fatality immediately and file a written report within 48 hours. Absent a critical injury or fatality, an employer need not report a workplace violence incident to the Ministry of Labour unless ordered to do so by a Ministry of Labour Inspector.

The JHSC, the health and safety representative and the union(s) shall be notified within 4 days of a workplace violence incident if a person is disabled from performing his or her usual work or requires medical attention because of the incident.

This policy is to be interpreted and applied in conjunction with other board policies dealing with employee behaviour, progressive discipline, conflict prevention and resolution, and school safety.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: APPROVAL OF POLICIES
EQUITY & INCLUSIVE EDUCATION POLICY (200.16)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Equity & Inclusive Education Policy (200.16), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 9, 2010

Niagara Catholic District School Board Policies

EQUITY AND INCLUSIVE EDUCATION POLICY (INTERIM)

Adopted: June, 2010

Policy No.200.16

Revised:

STATEMENT OF POLICY

The Niagara Catholic District School Board (the Board) recognizes that all people are created equal, in the image of God, each with inimitable characteristics deserving of dignity (Genesis: 1:27). In accordance with the Church's teachings, it is the policy of the Board to provide in all its operations an educational environment which supports and enables diversity within its Catholic community.

The Board recognizes that any form of social or cultural discrimination is incompatible with Catholic moral principles and is in violation of the *Ontario Human Rights Code*. The Board recognizes that the school system gives pre-eminence to the tenets of the Catholic faith, congruent with the protection afforded in the *Ontario Human Rights Code*, the *Constitution Act, 1982* and confirmed in the *Canadian Charter of Rights and Freedoms*.

The Board and its staff are committed to the elimination of discrimination as outlined in *Ontario's Equity and Inclusive Education Strategy* (the *Strategy*) and the Ontario Ministry of Education (the "Ministry") Policy/Program Memorandum No. 119 (2009), in a manner which is consistent with the exercise of the Board's denominational rights under section 93 of the *Constitution Act, 1982* and as recognized at section 19 of the *Ontario Human Rights Code* (the *Code*).

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

References:

Canadian Charter of Rights and Freedoms

Constitution Act, 1982

Ontario Human Rights Code

Ontario's Equity and Inclusive Education Strategy

Policy/Program Memorandum No. 119 (2009)

Policy/Program Memorandum No. 108

Assembly of Catholic Bishops of Ontario, (letter dated October 4, 2010)

Niagara Catholic District School Board Policies

EQUITY AND INCLUSIVE EDUCATION POLICY

Adopted: June, 2010

Policy No.200.16

Revised:

ADMINISTRATIVE GUIDELINES

The *Guiding Principles of the Equity and Inclusive Education Strategy* state:

Equity and Inclusive education:

- is a foundation of excellence;
- meets individual needs;
- identifies and eliminates barriers;
- promotes a sense of belonging;
- involves the broad community;
- builds on and enhances previous and existing initiatives;
- is demonstrated throughout the system.

Equity and Inclusive Education in Ontario Schools: Guidelines for Policy Development and Implementation, Ontario's Equity and Inclusive Education Strategy and Policy/Program Memorandum No. 119 (2009) "*Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools*" identify eight areas of focus for implementing equity and inclusive education. The eight areas of focus are:

1. Board policies, programs, procedures, and practices
2. Shared and committed leadership
3. School-community relationships
4. Inclusive curriculum and assessment practices
5. Religious accommodation
6. School climate and the prevention of discrimination and harassment
7. Professional learning
8. Accountability and transparency
- 9.

In accordance with the above policy documents, applicable legislation that outlines the denominational rights of the Catholic school system and with adherence to the *Guiding Principles of the Equity and Inclusive Education Strategy*, and consistent with the *Code*, each area of focus will serve to guide the actions of the Board and its schools, in honouring its commitments to equity and inclusive education policy development, implementation, monitoring and reporting.

1. Board Policies, Programs, Procedures and Practices

The Board recognizes the importance of antiracism and anti-harassment policies in promoting and maintaining a Catholic educational and working environment which fosters racial and ethno-cultural understanding.

The Board will ensure that its policy review cycle will result in the alignment and integration of the requirements of Policy/Program Memorandum No. 119 (2009) and the *Strategy* with all Board policies, programs, procedures, and practices. The perspectives of the entire diverse Catholic school community will be reflected in all areas of the teaching, learning and administrative culture. Every effort will be made to identify and remove discriminatory biases and systemic barriers that may limit access to and opportunity for effective employment procedures for individuals from diverse communities and underrepresented peoples within the context of the denominational rights of Catholic school boards.

The Board is committed to serving staff, students, and families in its diverse Catholic community by incorporating the principles of equity and inclusive education into all aspects of its policies, programs, procedures, and practices that are consistent with Catholic denominational rights.

The Board will endeavour to:

- 1.1. Establish the foundational framework that will inform its review and/or development and implementation of a comprehensive equity and inclusive education policy that recognizes and eliminates biases related to race, class, ethnicity, gender, sexual orientation, disability, family status, religion and linguistic differences as well as socio-economic factors.
- 1.2. Review existing equity and inclusive education policies and/or extend or develop such policies to fulfill the requirements of existing regulations, the *Strategy*, Policy/Program Memorandum No. 119, and the *Code*, in accordance with the denominational rights afforded to the Catholic school system.
- 1.3. Ensure that principles of equity and inclusive education permeate and are explicitly stated in all Board policies, programs, guidelines, operations, practices, and Board improvement plans.
- 1.4. Ensure all future policies, guidelines and practices are drafted and implemented in accordance with the Board's Equity and Inclusive Education Policy.
- 1.5. Collect information needed to monitor the effects of the implementation of the Equity and Inclusion Education policy by the Board.
- 1.6. Ensure all persons with disabilities are accommodated appropriately and in a manner consistent with the *Code*.
- 1.7. Provide training for school and system leaders to facilitate equitable recruitment and hiring to reflect Ontario's diverse society
- 1.8. Provide opportunities for the diverse school community, including students, staff, parents, trustees and community members, to provide active input into Board policies and improvement plans on an ongoing basis.
- 1.9. Ensure that staff will investigate in a thorough and timely manner any claims of discrimination and/or racism and take appropriate action consistent with the principles of the *Code*.

Staff will endeavour to:

- 1.10. Review existing school policies, for example, codes of conduct, to determine that they reflect the principles of equity and inclusive education.
- 1.11. Extend, develop, and implement strategies to actively engage students, parents, families, and the wider community in the review, development, and implementation of initiatives to support and promote equity and inclusive education.
- 1.12. Implement Board equity and inclusive education policies, programs and school improvement plans consistent with the *Code* and that reflect the needs of their diverse Catholic school community.

2. SHARED AND COMMITTED LEADERSHIP

The Board subscribes to an informed leadership philosophy that inspires, empowers, and supports all stakeholders in our Catholic community to join together to implement institutional practices and behaviours that cultivate equity and inclusion.

The Board is committed to providing informed shared leadership to improve student achievement and to close achievement gaps for students by identifying, addressing, and removing all barriers and forms of discrimination.

The Board recognizes the critical connection between student leadership and improved student achievement and will strive to include the student voice in all aspects of the implementation of equity and inclusive education.

In accordance with the Ministry's *Ontario Leadership Strategy*, effective Board and school leaders will encourage and promote a collaborative approach to all dimensions of equity and inclusive education, which ensures the participation of students, parents, parishes, unions, colleges and universities, service organizations and other community partners.

The Board is committed to establishing and maintaining partnerships with all members of our diverse Catholic community so that the perspectives and experiences of all students are recognized and their needs are met.

The Board will endeavour to:

Share in the life and mission of the Church by developing a system plan to build and sustain Board and staff capacity in the areas of equity and inclusive education in curriculum and instruction, human resources and governance.

- 2.1. Identify and appoint a contact person to liaise with the Ministry and other Boards to share challenges, promising practices and resources.
- 2.2. Provide extensive and ongoing education and training for students, staff and trustees in implementing equity and inclusive education and leadership initiatives.
- 2.3. Establish selection criteria for leadership positions that prioritize demonstrated commitment, knowledge and skills related to equity and inclusive education implementation and inclusive leadership, and consistent with proactive *Code* compliance.
- 2.4. Provide ongoing training for all staff that reflects comprehensive attention to the principles of human rights and their fundamental role in an equitable and inclusive environment.
- 2.5. Strive to ensure that members of communities that are underserved and /or marginalized are included in the shared leadership.

Staff will endeavour to:

- 2.6. Establish a collaborative culture where the collective capabilities and voices of all stakeholders are used to develop and implement equity and inclusive education goals.
- 2.7. Promote equity minded student leadership related to issues of social justice.
- 2.8. Develop initiatives with student facilitators representing diverse voices and experiences.
- 2.9. Demonstrate leadership in setting the tone for the positive and proactive implementation of the *Strategy* within the school.

3. SCHOOL-COMMUNITY RELATIONSHIPS

The Board recognizes that the effective review, development, implementation and monitoring of equity and inclusive education policies and practices requires the involvement of all members of the entire Catholic school community. The Board further recognizes the importance of engaging specialized expertise in developing and implementing its equity and inclusive education policy.

The Board will seek collaboration with and active engagement from students, parents, staff and other Catholic community partners to create and sustain a positive school climate reflective of Catholic values that supports student achievement.

The Board will identify, examine, and remove any barriers that exist, that are part of systemic discrimination under the *Code*, and that prevent full participatory school-community relations.

The Board is committed to establishing and maintaining partnerships with all members of our diverse Catholic community so that the perspectives and experiences of all students, families, and employees are recognized.

The Board will endeavour to:

- 3.1. Develop a database of information that establishes the diversity of communities based on self-identification.
- 3.2. Review and/or initiate tools to determine stakeholders' views on school environment and act upon relevant next steps.
- 3.3. Take proactive steps to ensure that existing committees represent the diversity of the wider community.
- 3.4. Review and deepen existing community partnerships to ensure that they reflect the principles of equity and inclusive education.
- 3.5. Expand community efforts to foster new partnerships that engage a cross-section of diverse students, parents, staff, community members and various community organizations to ensure inclusion.
- 3.6. Establish processes to identify and address systemic barriers that limit or prevent all sectors of the school community from benefiting from enhanced opportunities for Board representation and greater access to Board initiatives.
- 3.7. Identify under-represented communities and facilitate their participation and involvement in Board activities.
- 3.8. Gather and use the knowledge, skills, and experience of Board community partners to enrich the total educational and career experiences of staff, students, and volunteers.

Staff will endeavour to:

- 3.9. Implement strategies to review existing community partnerships to ensure that they reflect the diversity of the broader community.
- 3.10. Invite and support representation of diverse groups on school committees, including school improvement planning.
- 3.11. Engage stakeholders in community forums to listen and address concerns and suggestions.
- 3.12. Reflect the approaches described above in their outreach to the broader community.

4. INCLUSIVE CURRICULUM AND ASSESSMENT PRACTICES

The Board is committed to implementing an inclusive curriculum based on Catholic values and to reviewing resources, instruction, and assessment and evaluation practices in order to identify and address discriminatory biases so that each student may maximize her or his learning potential.

Both in its content and methodology, inclusive curriculum seeks to recognize our commitment to Catholic values and to affirm the life experiences of all students, regardless of race and ethnicity, gender, place of origin, religion, cultural and linguistic background, social and economic status, sexual orientation, age, and ability/disability.

The Board will endeavour to:

- 4.1. Ensure that staff will review student assessment and evaluation policies and practices to identify and address systemic bias that may exist in the way students' work is assessed and evaluated in order to reduce the achievement gap. The principles of such a review will be consistent with the *Code*.
- 4.2. Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices specifically addressing areas of discrimination (e.g., race, gender, disability).

Staff will endeavour to:

- 4.3. Review student assessment and evaluation policies and practices to identify and address systemic bias that may exist in the way students' work is assessed and evaluated; the principles of such a review will be consistent with the *Code*.
- 4.4. Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices.
- 4.5. Make certain that resources and instructional strategies are in accordance with Catholic teachings and values; are in compliance with the provisions of the *Code* with respect to the prohibited grounds of discrimination; show people of different races, genders, and ages in non-stereotypical settings, occupations, and activities; explore the roles and contributions of all peoples in Canada, and the factors that shaped these roles; encourage open discussion of the prohibited grounds of discrimination under the *Code* (e.g., race, gender, disability) in society, the community, and the school.

5. RELIGIOUS ACCOMMODATION

Committed to the mission of the Church, the Board provides a learning and working environment in which all individuals are treated with respect and dignity regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, age, record of offences, marital status, family status or disability, in accordance with the Ontario *Human Rights Code* and Ministry Policy/Program Memorandum No. 108.

Within the framework of gospel values, traditions, and the Board's denominational rights, in recognition of this diversity, the Board will attempt to provide reasonable accommodation for students' and staffs' religious beliefs and practices, while also protecting its denominational rights.

The Board is committed to the values of freedom of religion and freedom from discriminatory or harassing behaviour based on religion and will take all reasonable steps to provide religious accommodations within the legal rights afforded to the Catholic school system.

The Board will endeavour to:

- 5.1 Consult with a variety of individuals and groups who represent the religious diversity of the Board in the development/review and implementation of this accommodation..
- 5.2 Inform students and their parents/guardians and staff of their right to request accommodation for religious beliefs and practices.
- 5.3 Provide a religious accommodation guideline in keeping with the *Code*, and consistent with its denominational rights, which prohibits discrimination on the grounds of creed, and other *Code* protected grounds, and provides a duty to accommodate.
- 5.4 Provide religious accommodation for students and staff, where reasonable and consistent with the *Code*.

Staff will endeavour to:

- 5.5 Revise /Implement religious accommodation practices to align with the Board's religious accommodation guideline.

6. SCHOOL CLIMATE AND THE PREVENTION OF DISCRIMINATION AND HARASSMENT

The Board recognizes that a safe and welcoming environment is most conducive to learning. The Board will therefore seek to foster a Christ-centred, positive school climate, free from discriminatory or harassing behaviour. The Board acknowledges that a Christ-centered, positive school climate is one where all members of the school community feel safe, welcomed, and accepted. The principles of equity and inclusive education support positive student behaviour.

The principles of equity and inclusion are consistent with Catholic doctrine and must be considered and applied in employing progressive disciplinary measures, particularly when it is necessary to take into account mitigating and other factors.

The Board is committed to the principle that every person within the school community is entitled to a respectful, positive and Christ-centred school climate and learning environment, free from all forms of discrimination and harassment.

The Board will endeavour to:

- 6.1 Ensure that strategies to identify and remove discriminatory barriers that limit engagement by students, parents, and the community, so that diverse groups and the broader community have better Board-level representation and greater access to Board initiatives.
- 6.2 Ensure that procedures are in place that will enable students and staff to report incidents of discrimination and harassment safely and that will also enable staff/the Board to respond in a timely manner.
- 6.3 Ensure that, in an effort to alleviate the negative impact of suspensions and exclusions on students, proactive programs will be initiated or expanded to decrease the number of suspensions and expulsions.
- 6.4 Ensure that a climate in which excellence is continually strived for and respect for all permeates the environment.
- 6.5 Ensure that administrators use progressive discipline and professional discretion, and to understand the duty to accommodate students with disabilities.

Staff will endeavour to:

- 6.6 Ensure that codes of conduct are revised to address all forms of racism, discrimination, and harassment.
- 6.7 Ensure the use of progressive discipline.
- 6.8 Welcome, respect and validate the contributions of all students, parents, and other members of the school community.
- 6.9 Ensure that every student is supported and is inspired to succeed in a culture of high expectations for learning.
- 6.10 Ensure that school codes of conduct reflect the needs of the diverse Catholic community served by the school and are developed with the active consultation and involvement of students, staff, parents, and community members.
- 6.11 Review or develop guidelines and procedures to address the prohibited grounds of discrimination under the *Code* as they may apply to students, staff, and others in the Catholic community.
- 6.12 Ensure that the established Board procedure will enable students and staff to report incidents of harassment and discrimination safely and to have confidence that they will receive a timely and appropriate response.
- 6.13 Ensure that all information about the new or revised procedures involving equity and inclusive education is communicated to all students, staff, families, and others in the school community.

7. PROFESSIONAL LEARNING

The staff of the Board is its most important asset and is the vehicle by which Catholicity and equity are taught in the classroom and throughout the system. The Board, therefore, recognizes the importance of ongoing professional learning to create a foundation for Catholic values, ecclesial and cultural identity, human rights education and effective teaching practices.

The Board is committed to providing the school community, including students, with opportunities to acquire the knowledge, skills, attitudes, and behaviours needed to identify and eliminate discriminatory biases and systemic barriers under the *Code*.

The Board will endeavour to:

- 7.1 Support the schools' review of classroom strategies that promote school-wide equity and inclusive education policies and practices.
- 7.2 Allocate adequate resources to provide ongoing opportunities for students, administrators, teachers, support staff, and trustees to participate in equity and inclusive education training and leadership initiatives:
- 7.3 Provide antiracism and antidiscrimination training that examines power and privilege, including training in prevention and early intervention strategies.
- 7.4 Ensure that training includes information on cross-cultural differences, and promotes a deeper understanding of exceptionalities and of how to mitigate discipline, in light of its effect on students with disabilities.
- 7.5 Identify a Board equity and inclusive education contact to liaise with the Ministry of Education and other Boards in order to share challenges, promising practices, and resources.

Staff will endeavour to:

- 7.6 Review classroom strategies and revise them as needed to help ensure that they are aligned with and reflect school-wide equity and inclusive education policies.
- 7.7 Promote collaborative teams that learn together, implement their learning and reflect together on best practices.
- 7.8 Build staff capacity through ongoing needs based professional learning determined through data analysis and based on results.
- 7.9 Encourage and support students in their efforts to promote social justice, equity, antiracism, and antidiscrimination in schools and classrooms.
- 7.10 Develop Equity initiatives and provide timely and specific feedback that will further school-wide equitable practices.

8 ACCOUNTABILITY AND TRANSPARENCY

The Board acknowledges and assumes the responsibility for its policies, actions, and decisions. In the pursuit of greater transparency and accountability, the Board, in respectful collaboration and communication with the whole Catholic school community, will report on its goals and progress in the areas of policy review, school improvement planning and the implementation of the *Strategy*.

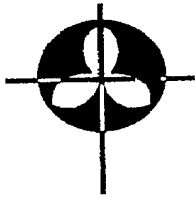
The Board is committed to assessing and monitoring its progress in implementing the *Strategy*; to embedding the principles of Equity and Inclusive Education into all Board policies, programs, guidelines and practices; and to communicating these results to the community.

The Board will endeavour to:

- 8.1 Embed the principles of equity and inclusive education into all Board policies, programs, guidelines, and practices.
- 8.2 Actively communicate the equity and inclusive education policy to students, teachers, parents, staff, school councils, community partners, and volunteers and post it on the Board's website.
- 8.3 Seek and use feedback to improve the Equity and Inclusive Education Policy, in the spirit of continuous improvement.
- 8.4 Engage Board and school teams in school improvement planning with particular emphasis on using data to identify and remove barriers to student achievement, to raise awareness about discriminatory practices and to encourage conversations and collaborative actions about racism and other equity issues.
- 8.5 Establish processes to monitor progress and assess effectiveness of policies, programs, and procedures.
- 8.6 Report on the progress of implementation of the *Strategy* and its impact on student achievement using specific criteria.
- 8.7 Ensure the transparency of the Identification Placement and Review Committee (IPRC) process, inform, and support parents through this process.

Staff will endeavour to:

- 8.8 Report student achievement data annually to the Board and intervene to ensure the achievement and success of all students
- 8.9 Develop and communicate evidence based school improvement plans that are aligned with the *Strategy*.
- 8.10 Review and establish self-reflection and self-assessment tools to determine the effectiveness of the school's equity and inclusive education plans and procedures.



ASSEMBLY OF CATHOLIC BISHOPS OF ONTARIO

ASSEMBLÉE DES ÉVÊQUES CATHOLIQUES DE L'ONTARIO

A STATEMENT FROM THE CATHOLIC BISHOPS ON POLICY DEVELOPMENT ASSOCIATED WITH ONTARIO'S EQUITY AND INCLUSIVE EDUCATION STRATEGY

Over the past few months, individuals and groups have approached the Bishops of Ontario to share their concerns about recent trends in the world of public education. Of particular concern to them is the issue of homosexuality: what we should teach about this to our students, and when; how we should accompany students who experience same-sex attractions; what kind of policies boards and schools should implement to ensure safe environments for these students. The Ministry of Education of Ontario has published a number of directives and policy documents in response to these questions that are to be implemented by all publicly-funded schools, including Catholic schools. It is acknowledged that the Ministry reflects a social mindset around these issues that does not correspond to Catholic teaching, leading to the question: will these directives force Catholic schools to betray their own principles and act in ways that contradict their purpose and identity?

The Assembly of Catholic Bishops of Ontario (ACBO), through its Education Commission and its catechetical offices, the Institute for Catholic Education (ICE) and the *Office de l'éducation de la foi catholique de l'Ontario* (OPÉCO), has been following these issues very closely. We have voiced our concerns to the Ministry and sought to help them formulate policies that respect the integrity of Catholic schools. We have collaborated with various partners in the Catholic educational community to ensure that the Church's teaching on these issues is well-known and understood. We have published letters to clarify these teachings and give guidance on instructional and pastoral programs and services. Here are a few of the major interventions of the Assembly of Catholic Bishops of Ontario over the past few decades.

In the late 1970's, as more and more boards were developing programs in family life and sexual education, Ontario's Catholic Bishops published *Guidelines for Family Life Education*, a text which was revised and re-published in 1987. In it, we read what would become the consistent message of the Bishops during the following decades:

People with homosexual tendencies should be encouraged to cooperate with God's grace in seeking to respond positively to their Christian vocation. They must be treated with understanding and sustained in the hope of overcoming, or at least bearing with, their personal difficulties. They have personal rights to be respected and a special need to grow in self-worth. However, no pastoral method can be employed which would condone homosexual genital relations, for they are contrary to the essential nature of the sexual act. (No. 82)

During the 1980's, the ACBO sponsored and published a program of Family Life Education that implemented its own guidelines, known as the *Fully Alive!* series. The issue of homosexuality was presented in grade seven classes in order to help students understand a reality they were hearing about more and more often, and to introduce them to the Church's teaching in this area in a way appropriate to their age-group.

In 2003, the Education Commission wrote a doctrinal message to all involved in Catholic Education, recalling the Catholic school's mission to teach sexual morality to its students, recalling the Church's teaching on homosexuality and proposing directions for pastoral care of students experiencing same-sex attraction. This doctrinal message later became the first part of a more amplified resource entitled *Pastoral Guidelines to Assist Students of Same-Sex Orientation*. This resource included, along with the Commission's message, a collection of personal stories to help teachers, staff and parents understand what some students can be experiencing; a series of guidelines on accompanying students with same-sex orientation; a second series of guidelines on creating safe school environments for these students; a number of statements presenting the theological foundations of the bishops' message; a series of reference texts including a letter from the Vatican's Congregation for the Doctrine of the Faith on the *Pastoral Care of Homosexual Persons*; relevant excerpts from the *Catechism of the Catholic Church*, and a statement from the American Bishops' Committee on Marriage and Family entitled *Always Our Children*. All these texts are to be read in harmony with the bishops' doctrinal message that introduces the resource.

Early this year, the ACBO became aware of a policy directive (memorandum) from the Ministry of Education known as PPM 145, some passages of which concerned students who self-identify as homosexual. The ACBO's Education Commission contacted the Catholic Boards across the province to advise them of certain details within this PPM which did not correspond to the Bishops' own pastoral guidelines, and called on the Boards to respect the integrity of their schools as they implemented various provisions of this PPM. To our knowledge, all Catholic Boards in the province have responded positively to our invitation.

More recently, much public attention has been given to the Ministry of Education's directive that each Board must develop a policy regarding equity and inclusivity. The issue of sexual orientation is but one of many that are addressed by this directive. The Catholic School Boards of Ontario have worked together to develop a **Catholic version template policy** that could help each individual board respond to the Ministry's directive. Last April, the ACBO studied this template and decided to endorse in principle the statements contained therein respecting the denominational rights of Catholic schools.

In other words, the Bishops believe that the proposed template will help ensure that our schools will remain faithful to Catholic teaching as they move forward with the Ministry's directive. Each board must now develop its own policy, and the ACBO has invited each board to consult its own Bishop in this process. Of course, writing a policy is one thing, implementing it is another. The ACBO will continue to monitor this process, in collaboration with its partners in Catholic Education.

The Bishops of Ontario believe that it is possible for publicly-funded Catholic schools to be faithful to their identity and mission while responding to the legitimate demands made upon them by the society in which they operate. This is no easy task, but is facilitated by the goodwill and collaboration of all those who care for Catholic education. It is in this spirit that we present this summary of our past activity in this area as a pledge of our continued vigilance and leadership.

THE CATHOLIC BISHOPS OF ONTARIO

October 4, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: APPROVAL OF POLICIES
RELIGIOUS ACCOMMODATION POLICY (100.10.1)**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the Religious Accommodation Policy (100.10.1), as presented.

Prepared by: Yolanda Baldasaro, Superintendent of Education

Presented by: Yolanda Baldasaro, Superintendent of Education

Approved by: John Crocco, Director of Education

Date: November 9, 2010

Niagara Catholic District School Board

**EQUITY AND INCLUSIVE EDUCATION POLICY:
RELIGIOUS ACCOMMODATION POLICY (INTERIM)**

Adopted: June, 2010

Policy No.100.10.1

Revised:

STATEMENT OF POLICY

The Niagara Catholic District School Board (the Board) is committed to the values of freedom of religion and freedom from discriminatory or harassing behaviours based on religion and will take all reasonable steps to provide religious accommodations within the legal rights afforded to the Catholic school system. Such accommodations will be provided to staff, students and their families.

The Board believes in the dignity of all people and their equality as children of God. The Board recognizes the importance of freedom of religion and strives to recognize, value and honour the many customs, traditions and beliefs that make up the Catholic community.

Freedom of religion is an individual right and a collective responsibility. The Board commits to work with the community it serves to foster an inclusive learning environment that promotes acceptance and protects individuals from discrimination and harassment on the basis of their religion.

In accordance with the Catholic Church's teachings, it is the policy of the Board to provide, in all its operations, an educational environment which promotes and supports diversity within its Catholic community as well as the equal attainment of life opportunities for all students, staff, parents and members of other recognized faith communities.

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

References:

Canadian Charter of Rights and Freedoms

Constitution Act

Ontario Human Rights Code

Education Act

Ontario's Equity and Inclusive Education Strategy

Policy/Program Memorandum No. 119 (2009)

Policy/Program Memorandum No. 108

Policy on Creed and the Accommodation of Religious Observances, Ontario Human Rights Commission

Human Rights at Work, Ontario Human Rights Commission

**EQUITY AND INCLUSIVE EDUCATION POLICY:
RELIGIOUS ACCOMMODATION POLICY**

Adopted: June, 2010
Revised:

Policy No.100.10.1

ADMINISTRATIVE GUIDELINES

All school boards exist within a broader context of law and public policy that protect and defend human rights.

The *Canadian Charter of Rights and Freedoms* (Section 15) guarantees freedom of religion. The *Ontario Human Rights Code* (the *Code*) protects an individual's freedom from discriminatory or harassing behaviours based on religion. Consistent with this legislation is *The Education Act*, its Regulations and policies governing Equity and Inclusion in Schools:

PPM No. 108, "Opening or Closing Exercises in Public Elementary and Secondary Schools",

R.R.O. 1990, Regulation 298, "Operation of School-General" s 27-29, under the heading "Religion in Schools"

PPM No. 119, "Developing and Implementing Equity and Inclusive Education Policies in Ontario Schools".

The Board and its staff are committed to the elimination of discrimination as outlined in this Federal and Provincial legislation in a manner which is consistent with the exercise of its denominational rights under section 93 of the *Constitution Act, 1982* and as recognized in section 19 of the *Ontario Human Rights Code* (the *Code*).

The Board recognizes, and is committed to, the values of freedom of religion and freedom from discriminatory or harassing behaviour based on religion through its Equity and Inclusive Education Policy, the Safe Schools Policy and curriculum documents. All of these will be informed by, and interpreted in accordance with, the principles of the *Code*.

This Policy reflects the Board's fidelity to Canadian law protecting freedom of religion in accordance with the Catholic Church's teachings.

DEFINITIONS

1. Accommodation

The Ontario Human Rights Commission's *Policy on Creed and the Accommodation of Religious Observances* defines "accommodation" as a duty corresponding to the right to be free from discrimination:

The *Code* provides the right to be free from discrimination, and there is a general corresponding duty to protect the right: the "duty to accommodate." The duty arises when a person's religious beliefs conflict with a requirement, qualification or practice. The *Code* imposes a duty to accommodate based on the needs of the group of which the person making the request is a member. Accommodation may modify a rule or make an exception to all or part of it for the person requesting accommodation.

The duty to accommodate is an obligation that arises when requirements, factors, or qualifications, which are imposed in good faith, have an adverse impact on, or provide an unfair preference for, a group of persons based on a protected ground under the *Code*. The duty to accommodate must be provided to the point of undue hardship. In determining whether there is undue hardship, section 24(2) of the *Code* provides that reference should be made to the cost of accommodation, outside sources of funding, if any, and health and safety requirements.

2. Creed

Creed is interpreted by the Ontario Human Rights Commission *Policy on Creed and the Accommodation of Religious Observances* as "religious creed" or "religion." It is defined as a professed system and confession of faith, including both beliefs and observances of worship.

The existence of religious beliefs and practices are both necessary and sufficient to the meaning of creed, if the beliefs and practices are sincerely held and/or observed.

Creed does not include secular, moral, or ethical beliefs or political convictions. This policy does not extend to religions that incite hatred or violence against other individuals or groups, or to practices and observances that purport to have a religious basis, but which contravene international human rights standards or criminal law.

3. Undue Hardship

Accommodation will be provided to the point of undue hardship, as defined by the Ontario Human Rights Commission. A determination regarding undue hardship will be based on an assessment of costs, outside sources of funding, and health and safety. It will be based on objective evidence.

A determination that an accommodation will create undue hardship carries with it significant liability for the Board. It should be made only with the approval of the appropriate Supervisory Officer or where appropriate the Board of Trustees.

Where a determination is made that an accommodation would create undue hardship, the person requesting accommodation will be given written notice, including the reasons for the decision and the objective evidence relied upon. The accommodation seeker shall be informed of his or her recourse under the Board's Equity and Inclusive Education Policy and under the Ontario *Human Rights Code*.

Where a determination has been made that an accommodation would cause undue hardship, the Board will proceed to implement the next best accommodation short of undue hardship, or will consider phasing in the requested accommodation.

PROCEDURES

The Board is committed to providing an environment that is inclusive and that is free of barriers based on creed (religion). Accommodation will be provided in accordance with the principles of dignity, individualization, and inclusion. The Board will work cooperatively, and in a spirit of respect, with all partners in the accommodation process.

1. Accommodation Based on Request

The Board will take all reasonable steps to provide accommodation to individual members of a religious group to facilitate their religious beliefs and practices. All accommodation requests will be taken seriously. No person will be penalized for making an accommodation request.

The Board will base its decision to accommodate by applying the *Code's* criteria of undue hardship, the Board's ability to fulfill its duties under Board policies and the Education Act.

When concerns related to beliefs and practices arise in schools, collaboration among school, student, family, and religious community is needed in order to develop appropriate accommodation. It is the role of the Board and its staff to ensure equity and respect for the diverse religious beliefs and practices of students and their families and other staff in the school system. However, school administrators should not be placed in the position of monitoring a child's compliance with a religious obligation, and enforcing such practices.

2. General Procedures for Religious Accommodation

a. Staff

The person requesting accommodation should advise the administration at the beginning of the school year, to the extent possible. If September notice is not feasible, the person should make the request as early as possible.

The absence of employees due to religious observances should be granted as determined by this policy and the appropriate collective agreement.

b. Students

Students must present written notice from their parents/guardians specifying their accommodation needs relating to religious observances, including holy days on which they will be absent from school. This notice should be made enough in advance (preferably at the beginning of each school year) to ensure that scheduling of major evaluations, such as tests, assignments or examinations, takes the religious observances into consideration.

Student handbooks and parent newsletters will include information about the procedure to follow to request an accommodation for religious observances and/or holy days.

3. Unresolved Requests

If an individual feels that their request has not been considered despite the Board's commitment to provide accommodation, the individual is to follow the Board's Complaint Resolution Policy. (800.3)

4. Areas of Accommodation

For many students and staff of the Board, there are a number of areas where the practice of their religion will result in a request for accommodation on the part of the school and/or the Board. These areas include, but are not limited to the following:

- i. School opening and closing exercises;
- ii. Leave of Absence for Religious Holy Days;
- iii. Prayer;
- iv. Dietary requirements;
- v. Fasting;
- vi. Religious dress;
- vii. Modesty requirements in physical education; and
- viii. Participation in daily activities and curriculum.

i. School Opening and Closing Exercises

Pursuant to the Ontario Ministry of Education Policy/Program Memorandum No. 108 (“Memorandum No. 108”), if a student or parent/guardian objects to all or part of the opening or closing exercises due to religious beliefs, the student will be exempted and given the option not to participate and to remain in class or in an agreed upon location through the duration of the exercise.

Memorandum No. 108 states the following:

1. All public elementary and secondary schools in Ontario must be opened or closed each day with the national anthem. “God Save the Queen” may be included.
2. The inclusion of any content beyond “O Canada” in opening or closing exercises is to be optional for public school boards.
3. Where public school boards resolve to include, in the opening or closing exercises in their schools, anything in addition to the content set out in item 1 above, it must be composed of either or both of the following:
 - a. One or more readings that impart social, moral, or spiritual values and that are representative of our multicultural society. Readings may be chosen from both scriptural writings, including prayers, and secular writings;
 - b. A period of silence.
4. Parents who object to part or all of the exercises may apply to the Principal to have their children exempted. Students who are adults may also exercise such a right. These requirements will be interpreted in accordance with the *Code* and the Board will consider other requests for accommodation as may be made.

ii. Absence for Religious Holy Days

The Board affirms and values the faith diversity in our Catholic secondary schools. Section 21(2) (g) of the Education Act provides that a person is excused from school attendance in observance of a “holy day by the Church or religious denomination to which he/she belongs.”

All staff and students who observe religious holidays in accordance with section 21(2) (g) of the Education Act may be excused from attendance, subject to the particular request for religious leave process.

The Board will encourage members of diverse groups to identify their religious holy days at the beginning of each school year. The Board will make reasonable efforts to acknowledge the different observances of its Catholic community when planning programs and events, such as Board-wide tests and examinations.

(Examples of) Significant Holy Days:	
<i>Baha’j</i>	Ridvan
<i>Buddhist</i>	Lunar New Year/Chinese
<i>Western Christian</i>	Good Friday
<i>Eastern Christian</i>	Christmas Holy Friday
<i>Hindu</i>	Diwali
<i>Jewish</i>	Rosh Hashanah (2 days) Yom Kippur Passover (first day)
<i>Muslim</i>	Eid-ul-Fitr Eid-ul-Adha
<i>Sikh</i>	Baisakhi

All staff and students who request to observe a religious holy day should be allowed this right without having to undergo any unnecessary hardship.

Staff requesting a leave should advise the school administration at, or as close as possible to, the beginning of the school year and leave should be granted in accordance with the terms of the appropriate collective agreement.

Students requesting a leave should give written notice from their parent/guardian to the school at, or as close as possible to, the beginning of the school year. Such procedures should be easy to understand and follow.

Student agendas, school newsletters and announcements will include information about the procedures for requesting leaves.

All staff members acting on behalf of/representing the Board on other organizations, which in partnership with the Board are planning events or activities that involve students and/or staff of Board schools, have the responsibility to bring this procedure to the attention of these organizations.

Unresolved Requests

If an individual feels that their request has not been considered despite the Board's commitment to provide accommodation, the individual is to follow the Board's Complaint Resolution Policy. (800.3)

iii. Prayer

The Board recognizes the significance of prayer in religious practice. Board schools will make reasonable efforts to accommodate individuals' requirement for daily prayer by providing an appropriate location within the building for students and staff to participate in prayer. This may mean a quiet space in the library, an empty room, or wherever it is mutually satisfactory for the school and the student or staff member requesting the accommodation. Adult presence should be for supervision purposes only.

iv. Dietary Restrictions

The Board is sensitive to the different dietary restrictions of various religious groups. Such sensitivity includes attending to issues related to the menus provided by catering companies, snacks in elementary schools, and food provided within schools, at school-sponsored activities and community events.

Breakfast and lunch programs in both secondary and elementary schools will consider relevant dietary restrictions in their menu planning. Availability of vegetarian options is recommended as a form of inclusive design.

Special attention needs to be given to overnight outdoor education activities, as well as field trips that extend over a mealtime period.

v. Fasting and/or Restriction of Food Intake

The Board is sensitive to religious periods of fasting and/or restriction of food intake. Board schools will endeavour to provide appropriate space, other than cafeterias or lunchrooms, for individuals who are fasting and/or restricting food intake in religious observance. The Board recognizes that students who are fasting and/or restricting food intake may need exemptions from certain physical education classes and Board schools should make reasonable efforts to provide appropriate accommodations.

vi. Religious Dress

“Dress Code” is the appropriate dress policy established by a school, and may include a school uniform.

The Board recognizes that there are certain religious communities that require specific items of ceremonial dress. The Board understands that some religious attire, which is a requirement of religious observance, may not conform to a school’s Dress Code. Board schools will reasonably accommodate students with regard to religious attire. Religious attire is not cultural dress; it is a requirement of religious observation.

Religious attire that should be reasonably accommodated in Board schools includes, but is not limited to:

- a. Head covers: Yarmulkes, turbans, Rastafarian headdress, hijabs
- b. Crucifixes, Stars of David, etc.
- c. Items of ceremonial dress.

Where uniforms are worn, administrators may ask the student to wear religious attire in the same colour as the uniform (e.g. the head scarves for females); however, there may be religious requirements of colour that cannot be modified.

Special attention must be given to accommodations necessary for a student to participate in physical education and school organized sports. Where possible, these should be incorporated into Board policies as part of an inclusive design process.

The Board seeks to foster an atmosphere of cultural understanding in order to be proactive in addressing potential harassment about religious attire. Schools should be aware that harassment about religious attire is one of the most common types of harassment and bullying. In accordance with Board policy, the Board and its schools will not tolerate any teasing directed at, or inappropriate actions taken against, an individual’s religious attire and there will be appropriate consequences for individuals who violate this rule.

There are religious communities that require specific items of ceremonial dress which may be commonly perceived as contravening Board policies, for example the use of the Kirpan by Khalsa Sikh students. For specific guidelines on the accommodation of Khalsa Sikh students wishing to carry a Kirpan, please see Appendix “A.”

vii. Modesty Requirements for Dress in Physical Education Classes

The Board recognizes that some religious communities observe strict modesty attire in respect of their religion. This can become a matter of concern when students are asked to wear the clothing used in physical education activities. Such policies should be designed inclusively, taking into account common religious needs that may exist.

If a student and his or her family has concerns that cannot be addressed through inclusive design, the school should discuss the modesty requirements with them, and, taking into consideration the Ministry of Education’s mandated expectations in the physical education curriculum, provide reasonable accommodation. The curriculum requirements should be explained to the student and his or her family so that it has sufficient information to understand the physical education curriculum and to select available curriculum alternatives.

viii. Participation in Daily Activities and Curriculum

The Board will seek to reasonably accommodate students where there is a demonstrated conflict between a specific class or curriculum and a religious requirement or observance. Where academic accommodation is requested, the school should have an informed discussion with the student’s parents/guardians to understand the nature and extent of the conflict.

The school staff should make it clear during the discussion that its role is to protect students and staff from harassment and discrimination because of their religion and cultural practices. Where these conflict with the school routines, activities or curriculum, the school should

consider accommodation. It cannot, however, accommodate religious values and beliefs that clearly conflict with mandated Ministry of Education and Board policies.

It is important to note that when an individual requests an accommodation related to the curriculum, the accommodation applies to the individual in question and not to the whole class or to classroom practices in general.

The Ministry of Education recommends substitutions when there are exemptions requested related to specific curriculum (Ontario Secondary Schools, Grades 9-12, Program and Diploma Requirements).

In general, the Board recommends an informed, common-sense approach to questions of religion and curriculum. Hopefully, these questions can be solved by an open discussion between the teacher, the student and his/her family.

LIMITATIONS TO RELIGIOUS ACCOMMODATION

1. The Board supports freedom of religion and an individual's right to manifest his/her religious beliefs and observances. The right to freedom of religion, however, is not absolute and religious accommodation in the Board is carried out in the larger context of the Catholic education system and denominational rights of Catholic schools.
2. The Board, at all times, will seek to accommodate an individual's right to freedom of religion in a manner that not only respects the individual's beliefs but the principles of the Catholic Church.
3. As for chapels in Catholic schools, they are specifically designed and furnished for prayer and liturgy within the Catholic tradition and are not to be considered multi-faith chapels. Following the general custom of the Church, non-Catholics are welcome to join in prayer services and liturgical celebrations of the Catholic Church community (keeping in mind some restrictions such as sharing in Holy Communion). Such a chapel is open to all people for individual silent prayer or meditation. However, it is not appropriate that non-Catholic liturgies or group prayers be held in this setting.
4. It is therefore recommended:
 - i. that school administrators designate another appropriate space or classroom, other than the chapel, for religious celebrations celebrated by other Christian denominations or faith traditions
and
 - ii. that Catholic school boards consult with their respective local Ordinary on such accommodations.

GUIDELINE FOR KIRPAN ACCOMMODATION

A Kirpan is a ceremonial sword that must be worn by all baptised Khalsa Sikhs. The Board seeks to accommodate Khalsa Sikhs who wear a kirpan under the following conditions as follows:

- At the beginning of the school year or upon registration, the student and parents/guardians must report to their respective school administration that they are Khalsa Sikhs and wear the five articles of faith, including a Kirpan.

The principal, in consultation with the student and his/her parents/guardians, will develop appropriate accommodations to allow the student to wear the Kirpan while ensuring the safety of others. These may include the following conditions:

- The Kirpan is six inches or less.
- The Kirpan will be sufficiently secured with a stitched flap so it is not easily removed from its sheath.
- The Kirpan will not be worn visibly, but under the wearer's clothing.
- There is notification in writing to the principal by the parents/guardians and student and, where possible, from the Gurdwara (place of worship), confirming that the student requesting accommodation is a Khalsa Sikh.
- Students under the age of eighteen must be accompanied by parents/guardians when discussing the rules regarding the wearing of a Kirpan.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

TOPIC: POLICY DEVELOPMENT UPDATE

The Policy Development Update
is presented for information.

Prepared by: Administrative Council
Presented by: John Crocco, Director of Education
Approved by: John Crocco, Director of Education
Date: November 9, 2010



REPORT TO THE COMMITTEE OF THE WHOLE NOVEMBER 9, 2010

POLICY DEVELOPMENT UPDATE

Background Information

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

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

POLICIES BEING DEVELOPED/REVIEWED		DUE DATE			APPENDIX
		PC	CW	BD	
POLICIES BEING DEVELOPED					
1	Conflict of Interest Policy (captured in Code of Conduct)	N/A	N/A	N/A	B
2	Trustee Code of Conduct Policy	Oct. 2010	Nov. 2010	Nov. 2010	C
3	Environmental Education Policy	Dec. 2010	Feb. 2011	Feb. 2011	D
4	Self-Identification of Aboriginal Students Policy	Winter 2010	Winter 2010	Winter 2010	E
POLICIES BEING REVIEWED					
5	Trustee Conference and Travel Expenses Policy (100.2)	Oct. 2010	Dec. 2010	Dec. 2010	F
6	Dress Code - Safe Schools Policy (302.6.6)	Nov. 2010	Jan. 2011	Jan. 2011	G
7	Purchasing of Goods & Services Policy (600.1)	Nov. 2010	Jan. 2011	Jan. 2011	H
8	Records Management Policy (600.2)	Nov. 2010	Jan. 2011	Jan. 2011	I
9	Assignment of Principals & Vice-Principals Policy (202.1)	Winter 2010	Winter 2010	Winter 2010	J
10	Catholic Leadership: Principals & Vice-Principals (202.2)	Winter 2010	Winter 2010	Winter 2010	K
11	Community Use of Schools Policy (800.2)	Winter 2010	Winter 2010	Winter 2010	L
12	Educational Field Trips Policy (400.2)	Winter 2010	Winter 2010	Winter 2010	M
13	Research Projects Policy (800.5)	Winter 2010	Winter 2010	Winter 2010	N
POLICIES - VETTING					
1	Catholic School Councils Policy (800.1)	Sept. 2010	Dec. 2010	Dec. 2010	
2	Complaint Resolution Policy (800.3)	Oct. 2010	Jan. 2011	Jan. 2011	
POLICIES BEING PRESENTED TO THE BOARD					
1	Trustee Code of Conduct Policy (100.12)	Oct. 2010	Nov. 2010	Nov. 2010	
2	Employee Workplace Violence Policy (201.11)	Oct. 2010	Nov. 2010	Nov. 2010	
3	Equity and Inclusive Education Policy (100.10)	Oct. 2010	Nov. 2010	Nov. 2010	
4	Religious Accommodation Policy (100.10.1)	Oct. 2010	Nov. 2010	Nov. 2010	

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

The Policy Development Update is presented for information.

Prepared by: John Crocco, Director of Education
 Presented by: John Crocco, Director of Education
 Date: October 26, 2010

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

STATEMENT OF POLICY

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

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

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

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

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

ADMINISTRATIVE GUIDELINES

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

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

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

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

VETTING

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

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

Policy Issued: October 27, 1998

Policy Revised: April 27, 2010

Guidelines Issued: October 27, 1998

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

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

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

STEP 2 – DRAFT POLICY REVIEW

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

COMMENTS

Conflict of Interest is addressed in the Code of Conduct Policy, the Board's By-Laws, and is governed by the Municipal Conflict of Interest Act.

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

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

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

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

STEP 2 – DRAFT POLICY REVIEW

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

COMMENTS

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

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

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

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

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

STEP 2 – DRAFT POLICY REVIEW

Stakeholders	Date of Notification to Committee of the Whole	Sept. 14, 2010
Administrative Council	Date of Draft Policy Reviewed	Sept. 8, 2010
Trustees	Date Draft Policy Sent to Trustees	Dec. 2010
	Date Draft Policy Due From Trustees	Dec. 2010 { 7 Days
Stakeholders	Date of Draft Policy Reviewed	Dec. 2010
Policy Committee	Date of Draft Policy Reviewed	Dec. 2010
Committee of the Whole	Date of Draft Policy Reviewed	Feb. 8, 2011
Board	Date of Policy Approved	Feb. 22, 2011

COMMENTS

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

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

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

NEW

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE

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

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

STEP 2 – DRAFT POLICY REVIEW

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

COMMENTS

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

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

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

STEP 1 – NOTIFICATION OF INTENT TO COMMITTEE OF THE WHOLE					
Name of Policy	Dress Code - Safe Schools Policy (302.6.6)				
Resource	Frank Iannantuono, Superintendent of Education				
Distribution of Vetting					
Trustees	<input checked="" type="checkbox"/>	OECTA Occasional	<input checked="" type="checkbox"/>	PIC/Regional Cath. School Council	<input checked="" type="checkbox"/>
Director	<input checked="" type="checkbox"/>	CUPE	<input type="checkbox"/>	S.E.A.C.	<input checked="" type="checkbox"/>
Superintendents	<input checked="" type="checkbox"/>	Managers/Supervisors	<input checked="" type="checkbox"/>	Bishop	<input checked="" type="checkbox"/>
Principals/V-Principals	<input checked="" type="checkbox"/>	Student Services	<input checked="" type="checkbox"/>	Pastors	<input checked="" type="checkbox"/>
Curriculum Support Staff	<input type="checkbox"/>	Principals/V-Principals Council	<input checked="" type="checkbox"/>	Board Solicitor	<input checked="" type="checkbox"/>
OECTA Elementary	<input checked="" type="checkbox"/>	Non-Unionized Staff	<input checked="" type="checkbox"/>	Student Senate	<input checked="" type="checkbox"/>
OECTA Secondary	<input checked="" type="checkbox"/>	Catholic School Council Chairs	<input checked="" type="checkbox"/>	Others	<input checked="" type="checkbox"/>
STEP 2 – DRAFT POLICY REVIEW					
Committee of the Whole	Date of Notification to Committee of the Whole	Oct. 2010			
Administrative Council	Date of Draft Policy Reviewed	Oct. 18, 2010			
Trustees	Date Draft Policy Sent to Trustees	Oct. 2010			
	Date Draft Policy Due From Trustees	Oct. 2010 { 7 Days			
Stakeholders	Date of Draft Policy Reviewed	Oct. 2010			
Policy Committee	Date of Draft Policy Reviewed	Oct. 2010			
Committee of the Whole	Date of Draft Policy Reviewed	Dec. 7, 2010			
Board	Date of Policy Approved	Dec. 21, 2010			
COMMENTS					
<p>The current policy is being reviewed as part of the cyclical Policy and Administrative Guidelines Review Process to ensure continued compliance with the Education Statutes and Regulations of Ontario and other relevant legislation, as well as to ensure that the Policy and Administrative Guidelines continues to meet the goals, best practices and needs of the system.</p>					
STATUS OF POLICY GUIDELINES (For Information - Issued by Director of Education)					
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NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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



POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

POLICY DEVELOPMENT UPDATE

For the Month of October 2010

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SAINT BROTHER ANDRÉ TRIP TO MONTREAL
OCTOBER 29TH - 30TH, 2010**

The report on the Niagara Catholic District School Board Saint Brother André Thanksgiving Mass held in Montreal October 29th - 30th, 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Presented by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Approved by: John Crocco, Director of Education

Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING NOVEMBER 9, 2010

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD SAINT BROTHER ANDRÉ TRIP TO MONTREAL OCTOBER 29TH - 30TH, 2010

BACKGROUND INFORMATION

Alfred Bessette was born in 1845 in a small farming village of St. Gregoire, thirty miles from Montreal, Quebec. Alfred became good friends with Father André Provencal, Pastor of the Parish of Saint-Cesaire Catholic Church who was an enterprising man who had worked to set up a convent school to educate young girls and a trade school for boys. The boys' school was run by the Congregation of the Holy Cross Fathers. Father Provencal noticed that Alfred was very prayerful at a young age. The priest often saw Alfred at Church completely absorbed in prayer. "It's clear that God is calling this young man to religious life he thought." Alfred entered the Holy Cross Community and on February 2nd, 1874 at the age of 28, took his vows under a new name. He chose the name "Brother André" in honour of his former priest, Father André Provencal. On October 17th, 2010, Brother Andre was canonized as Saint André Bessette but is also affectionately referred to as Saint Brother André.

"Saint Brother André's compassionate spirit changed thousands of lives. The founder of Saint Joseph's Oratory is the second Canadian-born Saint, after Saint Marguerite D'Youville. Anyone who walks into St. Joseph's Oratory in Montreal and sees the racks of canes and crutches stretching up the walls, is hardwood evidence of the thousands of miraculous cures brought about by Saint Brother André's prayers. Saint Brother André's every gesture simultaneously fortified the faith of those delivered from their woes and bolstered the belief of witnesses to his deeds. Saint Brother André, now belonging to the Holy Cross Order, unburdened many pilgrims and sometimes changed the course of their lives. He did this in a spirit of compassion and his practice was perceived as such". (The Catholic Register, October 2010 Report).

Saint Brother André was known as the "Miracle Man of Montreal". The greatness of Saint Brother André was seen in his service to the poor and the sick. Often he would invite the sick to trust in and pray to Saint Joseph. As a token of this trust, he would give them a medal of Saint Joseph or a small bottle of the oil that burned before the statue of Saint Joseph in the Chapel. After many had visited him, people would feel better, some were even fully healed. As the news spread, more and more people started coming to see him.

On Friday, October 29th, 2010, 125 staff and students from across the Niagara Catholic District School Board left the St. Catharines Penn Centre at approximately 6:00 a.m. to make the journey to Montreal. The group's first stop was a tour of Saint Joseph Oratory in which Brother André was the founder. Brother André wanted Saint Joseph to be honoured so the Holy Cross Congregation purchased land across the street from the school, Notre Dame College. What started out as a fifteen by eighteen foot Chapel in 1904 became a minor Basilica in 1955 and was completed, interior and all, in 1966. Brother André died at the age of 91, in 1937. An estimated one million people came to pay their respect over six

days and nights. Today, the mortal remains of Saint Brother André lie in a black marble sepulcher in the back of the Oratory, the shrine he dedicated his life to erecting for Saint Joseph.

On Saturday, October 30th, 2010, the group went on a tour of Notre Dame Basilica. The Basilica is located in the historic district of Old Montreal. The Church's Gothic Revival architecture is among the most dramatic in the world. Its interior is grand and colourful, and its ceiling is coloured deep blue and decorated with golden stars. It is filled with hundreds of intricate wooden carvings and several religious statues. Unusual for a Church, the stained glass windows along the walls of the sanctuary do not depict biblical scenes, but rather scenes from the religious history of Montreal. It also has a Casavant Freres pipe organ, which comprises four keyboards, 97 stops, over 9000 individual pipes and a pedal board.

Due to the splendour and grand scale of the Church, a more intimate Chapel, Chapelle du Sacré-Coeur (Chapel of the Sacred Heart), was built behind it, along with some offices and a sacristy. It was completed in 1888. Arson destroyed the Sacré-Coeur Chapel on December 7, 1978. It was rebuilt with the first two levels being reproduced from old drawings and photographs, with modern vaulting and an immense bronze altarpiece by Quebec sculptor Charles Daudelin.

Notre-Dame Church was raised to the status of Basilica by Pope John Paul II during a visit to the city on April 21, 1982. On May 31, 2000 the provincial state funeral for former Montreal Canadiens superstar Maurice "Rocket" Richard was held in front of thousands, both inside and outside the Basilica. On October 3, 2000 Justin Trudeau gave his moving eulogy just steps from the High Altar during the state funeral of Pierre Trudeau, his father and Canada's 15th prime minister. It was also the setting of Celine Dion's December 17, 1994 wedding to Rene Angelil.

The group's final stop was at the Olympic Stadium where we celebrated a Thanksgiving Mass in Honour of Saint Brother André's canonization. It was a special event when the entire stadium received the Eucharist as a Catholic Community. At the mass we expressed our thanks to God who gave us this man endowed with a welcoming and compassionate heart. Saint Brother Andre found his energy in meditating on the love of God manifested in Jesus Christ. In a world marked more than ever by loneliness and pain, his example invites us to open our hearts to tend to the afflicted, just as he did.

In attendance were members of our own Niagara Holy Cross Order; Father Vickers and Father Layden. The Mass was also attended by our Prime Minister Steven Harper and the Premier of Quebec, Jean Charest.

The journey to Montreal was a faith filled, spiritual journey that was mystical in itself and left one feeling with a sense of awe. A power point presentation depicting a collage of photos will be presented as part of this report.

The report on the Niagara Catholic District School Board Saint Brother André Thanksgiving Mass held in Montreal October 29th-30th, 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Presented by: Yolanda Baldasaro, Superintendent of Education
Mary Ann Mckinley, Consultant: Student Leadership/Student Engagement

Approved by: John Crocco, Director of Education

Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: REVISED HEALTH & PHYSICAL EDUCATION
GRADES ONE TO EIGHT CURRICULUM 2010**

The report on the Revised Health & Physical Education
Grades One to Eight Curriculum 2010
is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator, Student Effectiveness Framework

Presented by: Yolanda Baldasaro, Superintendent of Education
Mike Sheahan, Student Achievement Department Consultant

Approved by: John Crocco, Director of Education

Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE MEETING NOVEMBER 9, 2010

REVISED HEALTH & PHYSICAL EDUCATION GRADES ONE TO EIGHT CURRICULUM 2010

BACKGROUND INFORMATION

The revised Health & Physical Education Curriculum Grades 1 to 8, 2010 was released in January of this year for implementation in September 2010. Over the last three years, Niagara Catholic has had the opportunity to actively provide feedback, contribute to the editing and revision phases of this new curriculum.

“The revised Health and Physical Education curriculum is based on the vision that the knowledge and skills acquired in the program will benefit students throughout their lives and help them to thrive in an ever-changing world by enabling them to acquire physical and health literacy, and to develop the comprehension, capacity, and commitment needed to lead healthy, active lives and to promote the benefits of healthy, active living.” (The Ontario Curriculum, Health and Physical Education (revised), Grades 1-8, 2010, page 3)

Research has produced significant data connecting student success with the physical activity levels of our youth. High quality instruction, healthy physical environment, supportive social environment and community partnerships form the Foundations for Healthy Schools each of these pillars are reflected in the strands and expectations structured within the revised curriculum.

The revised health and physical education curriculum aligns with other existing and newly released government policies and documents such as *Ontario’s Equity and Inclusive Education Strategy* and the *Foundations for a Healthy School Framework*. In addition, the revised curriculum and related reporting also aligns with recommendations in the report from the Safe Schools Action Team, *Shaping a Culture of Respect in Our Schools – Promoting Safe and Healthy Relationships*, including the recommendation that student achievement in health education will now be reported separately from physical education

The Health Strand of the revised curriculum shifts from a content focus to teaching the skills to make healthy lifestyle choices and making connections. Topics include Healthy Eating, Personal Safety & Injury Prevention, Substance Abuse, Addictions and Related Behaviors. As indicated by a Ministry of Education memo in June 2010, the Growth and Development expectations are to remain the same as the previous curriculum document (1998). It should be noted that all *Growth and Development* expectations in Niagara Catholic elementary schools are covered through the delivery of our Religious Education curriculum and the Fully Alive program.

The Student Achievement Department has put in place a ‘team’ of Physical Literacy teachers who have completed intensive training and are part of the implementation strategy to assist teachers in the delivery of a vibrant Health & Physical Education curriculum.

Most recently, professional development workshops on October 5th, 2010 have been completed for primary and junior teachers and ongoing supports and resources are in place for continued support for all teachers.

Niagara Catholic elementary schools will soon be able to access curriculum supports, lesson plans and related resources as part of our ongoing partnership with the Ontario Physical & Health Education Association (OPHEA). These resources will be accessed online and teachers will receive ongoing in-servicing on maximizing these excellent resources from Student Achievement Department with the assistance of our Physical Literacy 'team'.

The report on the revised Health & Physical Education
Grades 1-8 Curriculum 2010 is presented for information.

Prepared by: Yolanda Baldasaro, Superintendent of Education
Mark Lefebvre, Administrator, Student Effectiveness Framework

Presented by: Yolanda Baldasaro, Superintendent of Education
Mike Sheahan, Student Achievement Department Consultant

Approved by: John Crocco, Director of Education

Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: BOARD IMPROVEMENT PLAN FOR STUDENT
ACHIEVEMENT: INCREASING STUDENT SUCCESS
THROUGH CONTINUOUS IMPROVEMENT PLANNING**

The Board Improvement Plan for Student Achievement:
Increasing Student Success through Continuous Improvement
Planning 2010-2011, is presented for information.

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

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

Approved by: John Crocco, Director of Education

Date: November 9, 2010



REPORT TO THE COMMITTEE OF THE WHOLE MEETING NOVEMBER 9, 2010

BOARD IMPROVEMENT PLAN FOR STUDENT ACHIEVEMENT: INCREASING STUDENT SUCCESS THROUGH CONTINUOUS IMPROVEMENT PLANNING

BACKGROUND INFORMATION

The Niagara Catholic District School Board Improvement Plan for Student Achievement: Increasing Student Success Through Continuous Improvement Planning 2010-2011 was submitted to the Ministry of Education on October 12, 2010.

The Board Improvement Plan incorporates the following information about the Board:

- the Niagara Catholic District School Board's Mission Statement,
- the Niagara Catholic District School Board's Belief Statements,
- the Ontario Catholic School Graduate Expectations,
- the Niagara Catholic District School Board's Values,
- the Niagara Catholic District School Board's Strategic Directions, and
- the Niagara Catholic District School Board's Enabling Strategies.

The two Strategic Directions of:

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

are the foundation of the Board Improvement Plan for Student Achievement 2010-2011.

As a result of a Needs Assessment conducted by the Board Improvement Plan Board Committees; the four pillars of Student Success: Literacy, Numeracy, Pathways and Faith, Community, Culture and Caring were examined to determine areas of strength, successful practices, areas of concern and mitigating factors to develop the Board Improvement Plan for 2010-2011.

The Board Improvement Plan also focuses on "Nurturing Our Distinctive Catholic Education through Faith Formation". The Niagara Catholic Faith Formation program ensures that: The Board's VISION 2020 Strategic Plan is modeled and integrated into the programs and services by academic and support staff for all students, parents, and the community served by the Board continuing to build confidence in Catholic Education. The implementation of the Board's "Virtue Model" to support Catholic educational programs in all elementary and secondary schools, along with individual school Faith Formation, Family of School's Faith Formation and System Level Faith Formation are examples of nurturing our distinctive Catholic Education through Faith Formation in the Board.

The four Pillars of Student Success on the Board Improvement Plan for 2010-2011 are:

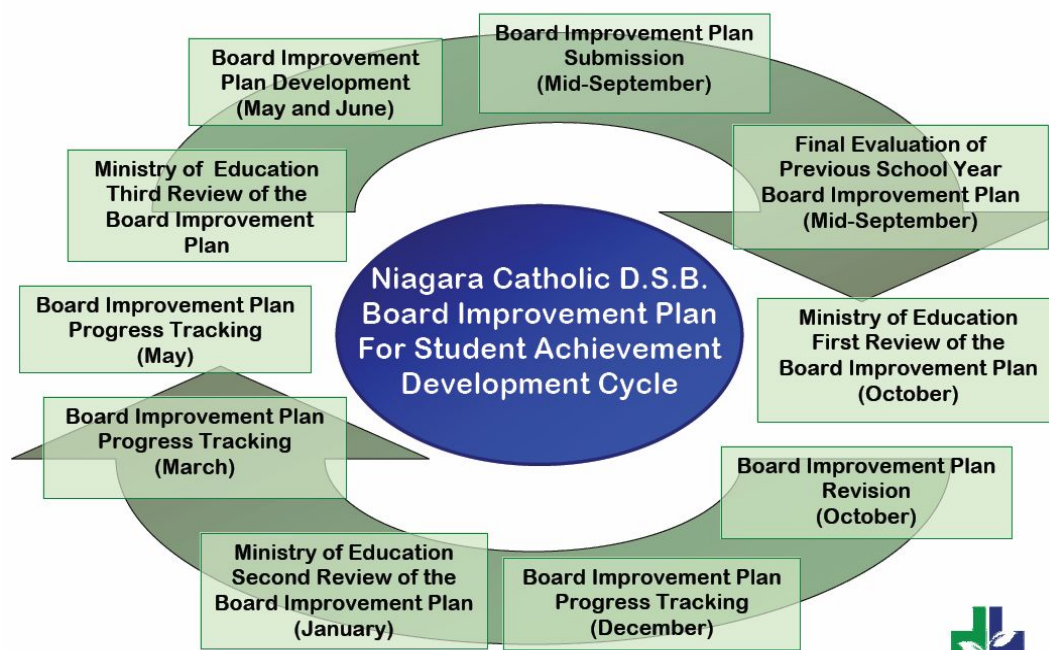
- **Literacy**
To reduce the achievement gap between males and females by improving the achievement of male students in Literacy on EQAO provincial assessments by 5% by June 30, 2011.
- **Numeracy**
To improve the achievement of students taking the Grade 9 Applied Mathematics course and their achievement on the EQAO Assessment of Mathematics by 5% by June 30, 2011.
- **Pathways**
To increase the number of students enrolled in appropriate Pathways, specifically in the Specialist High Skills' Major program, by 2% of the secondary school population by June 30, 2011.
- **Faith, Community, Culture and Caring**
To improve student achievement by continuing to foster a safe, equitable and inclusive learning environment that builds a strong Catholic identity and community to nurture the distinctiveness of Catholic Education by implementing the Niagara Catholic "Virtues Model" in 100% of schools by June 30, 2011.

Each Pillar of Student Success includes:

- Targeted, Evidence-Board Strategies/Actions
- Resources
- Professional Learning
- Monitoring
- Responsibility
- Evaluation Cycle
- Progress Tracking

The Niagara Catholic District School Board's Plan for Continuous Improvement is a dynamic plan that is revisited and updated by the Board's Improvement Planning Team and Senior Administration throughout the school year.

The Chart below describes the Development Cycle for the Board Improvement Plan.



The Board Improvement Plan also provides a link for school based improvement planning for Principals and teachers to School Improvement Plans.

School Improvement Plans are submitted in the Fall of each school year to the Family of Schools' Superintendent and form the basis of dialogue to improve student achievement for all students in the Board.

In addition, the Board Improvement Plan has been developed from the K-12 School Effectiveness Framework model with the emphasis on "Reaching Every Student" through "Personalization", "Precision" and "Professional Learning" as Core Functions of the School Effectiveness Framework. *The Inner Functions of:*

- Assessment for, as, and of Learning
- School and Classroom Leadership
- Student Voice
- Curriculum, Teaching and Learning
- Programs and Pathways
- Home, School and Community Partnerships

support the improvement of student achievement for all students in the elementary and secondary schools of the Niagara Catholic District School Board.

The Core Functions and the Inner-Core Functions are coordinated through:

- Systems Thinking
- Accountability
- Instructional Leadership
- Evidence-Based Decision Making
- Learning Environment

The Board Improvement Planning Team is comprised of the following members:

Yolanda Baldasaro	Superintendent of Education
Elizabeth Davey	Elementary Principal
Robert DiPersio (Chairperson)	Administrator of Research, Assessment and Evaluation
Lee Ann Forsyth-Sells	Superintendent of Education
Marcel Jacques	Administrator Special Education
Mark Lefebvre	Administrator School Effectiveness Framework
David Pihach	Administrator Student Success
Khayyam Syne	Administrator Staff Development
Joseph Zaroda	Secondary Principal

The Board Improvement Planning Team will continue to meet to review the progress of the "Four Pillars of Student Success" in order to prepare for the Ministry of Education Mid-Year Progress Update in January 2011.

The Board Improvement Plan for Student Achievement: Increasing Student Success through Continuous Improvement Planning 2010-2011 is presented for information.

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

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

Approved by: John Crocco, Director of Education

Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

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

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

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

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

Approved by: John Crocco, Director of Education

Date: November 9, 2010



REPORT TO THE COMMITTEE OF THE WHOLE MEETING NOVEMBER 9, 2010

STAFF DEVELOPMENT DEPARTMENT PROFESSIONAL DEVELOPMENT OPPORTUNITIES

BACKGROUND INFORMATION

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

The following is a listing of activities that will be occurring during the period November 9, 2010, through December 6, 2010.

Wednesday, November 10, 2010

Secondary English Teachers – Teacher Learning Critical Pathway (TLCP)

- A half-day workshop designed to encourage and assist this group of teachers with the Teacher Learning and Critical Pathway (TLCP) concept of assessing students' work, which involves moderating marking among its strategies.

Elementary Library Technicians (Welland Schools)

- A workshop given by the Welland Public library for all Welland based elementary school Library Technicians to ensure that the rich historical and cultural resources that are available for this region of Niagara are well publicized and utilized by the student population.

Thursday, November 11, 2010

Secondary English Teachers – Teacher Learning Critical Pathway (TLCP)

- A half-day workshop designed to encourage and assist this second group of teachers with the Teacher Learning and Critical Pathway (TLCP) concept of assessing students' work, which involves moderating marking among its strategies.

Central Office Staff from all Departments

- A half-day workshop for Central Office staff to become comfortable with and knowledgeable about the workings of the Artificial External Defibrillator (AED) and using it in emergency situations. This is in response to an AED device that will be located on the main floor of the Catholic Education Centre.

Friday, November 12, 2010

Principals, Vice-Principals and School Based Employees - Health and Safety

- An all-day workshop designed to provide Health and Safety training to school based administration and worker representatives in order to satisfy compliance with Ministry of Labour legislation

Monday, November 15, 2010

Elementary Secretaries

- A full-day workshop designed to provide this group of employees with the latest information and requirements necessary to comply with Ministry of Education attendance and reporting procedures.

Tuesday, November 16, 2010

Elementary Secretaries

- A full-day workshop designed to provide a second group of employees with the latest information and requirements necessary to comply with Ministry of Education attendance and reporting procedures.

Wednesday, November 17, 2010

Elementary Secretaries

- A full-day workshop designed to provide a third group of employees with the latest information and requirements necessary to comply with Ministry of Education attendance and reporting procedures.

Secondary English Teachers – Teacher Learning Critical Pathway (TLCP)

- A half-day workshop designed to encourage and assist a third group of teachers with the Teacher Learning and Critical Pathway (TLCP) concept of assessing students' work, which involves moderating marking among its strategies.

Thursday, November 18, 2010

Elementary Secretaries

- A full-day workshop designed to provide a final group of employees with the latest information and requirements necessary to comply with Ministry of Education attendance and reporting procedures.

Secondary English Teachers – Teacher Learning Critical Pathway (TLCP)

- A half-day workshop designed to encourage and assist a fourth group of teachers with the Teacher Learning and Critical Pathway (TLCP) concept of assessing students' work, which involves moderating marking among its strategies.

Friday, November 19, 2010

Elementary and Secondary New Teacher Induction Program (NTIP) - Mentor and Protege

- Assessment and Evaluation workshop for both Proteges and Mentors to bring them up to date with the Growing Success Document and also to regale them with the latest in Assessment and Evaluation strategies that have been approved by the Board. Presenters include Board staff from both the Student Achievement and Research/Assessment and Evaluation departments. The day will consist of two half-day segments, one for K- Gr.6 proteges and mentors and the second, for Gr. 7-12 proteges and mentors.

Monday, November 22, 2010

Secondary (Maplewood) Secretaries

- An all-day workshop designed to assist this group of secretaries to become more cognizant of Ministry of Education procedures with attendance reporting and alignment with the Maplewood student management system.

Tuesday, November 23, 2010

Secondary (Attendance) Secretaries

- An all-day workshop designed to assist his group of secretaries to become more cognizant of Ministry of Education procedures with attendance reporting.

Thursday, November 25, 2010

Principals, Vice-Principals and School Based Employees - Health and Safety

- An all-day workshop designed to provide Health and Safety training to a second group of school based administration and worker representatives in order to satisfy compliance with Ministry of Labour legislation.

Friday, November 26, 2010

Principals, Vice-Principals and School Based Employees - Health and Safety

- An all-day workshop designed to provide Health and Safety training to a third group of school based administration and worker representatives in order to satisfy compliance with Ministry of Labour legislation.

Tuesday, November 30, 2010

Principals and Vice-Principals – Data Use Workshop

- An all-day workshop designed to continue to provide school leaders with greater understanding of the use of data in decision making regarding curriculum directions and predicting school and student achievement. This workshop will be augmented with personnel and resources from the Ministry of Education’s Managing Student Information for Student Achievement (MISA) arm.

Friday, December 3, 2011

Education Resource Teachers (ERTs)

- A half-day presentation by Dr. Bruce Linder, Board Psychologist on Mental Health and strategies for dealing with the increasing number of adolescent clients in Niagara Catholic Schools.

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

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

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

Approved By: John Crocco, Director of Education

Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: ATTENDANCE AREA REVIEW COMMITTEE FOR NOTRE
DAME COLLEGE AND ASSOCIATED ELEMENTARY
SCHOOLS AREAS, AND FOR THE PORT ROBINSON AREA**

RECOMMENDATION

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that an Ad Hoc Attendance Area Review Committee be formed following the Inaugural Board Meeting on December 7, 2010, to review attendance boundaries for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area, as per the Attendance Areas Policy (301.3), with a recommendation to the Board by February 22, 2011.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE
TUESDAY NOVEMBER 9, 2010**

**ATTENDANCE AREA REVIEW COMMITTEE
FOR NOTRE DAME COLLEGE AND ASSOCIATED ELEMENTARY
SCHOOLS AREAS, AND FOR THE PORT ROBINSON AREA**

BACKGROUND INFORMATION

The attendance boundary for St. Andrew / Notre Dame College in Welland includes Port Robinson, which lies between the Welland Canal and the attendance boundary for Monsignor Clancy / St. Charles / Denis Morris located in the Thorold/St. Catharines areas. Students from Port Robinson are attending Monsignor Clancy / St. Charles / Denis Morris as out-of bounds students and have been provided with transportation due to the fact that a bus with surplus capacity has a route in the area. A review is required to determine whether a boundary change should be made to include Port Robinson in the Monsignor Clancy / St. Charles / Denis Morris attendance area, and if so, where the new boundary should lie.

Enrolment projections including the full day kindergarten program indicate enrolment pressures in the next several years for St. Kevin Elementary School in Welland. St. Kevin is on a small site with no room for expansion or portable placement. A review is required to determine whether a boundary change should be made to relieve this pressure, and if so, where the new boundary should lie, and what affect this would have on neighbouring schools.

RECOMMENDATION

THAT the Committee of the Whole recommend to the Niagara Catholic District School Board that an Ad Hoc Attendance Area Review Committee be formed following the Inaugural Board Meeting on December 7, 2010, to review attendance boundaries for Notre Dame College and Associated Elementary Schools Areas, and for the Port Robinson Area, as per the Attendance Areas Policy (301.3), with a recommendation to the Board by February 22, 2011.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: PREPARATION OF AUDITED FINANCIAL STATEMENTS
FOR THE YEAR 2009-2010**

A verbal report on the Preparation of Audited Financial Statements
for the Year 2009-2010 will be presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services

Presented by: Larry Reich, Superintendent of Business & Financial Services

Approved by: John Crocco, Director of Education

Date: November 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: FINANCIAL REPORTS
MONTHLY BANKING TRANSACTIONS
OCTOBER 2010**

RECOMMENDATION

THAT the Committee of the Whole recommend that the Niagara Catholic District School Board approve the report on the Monthly Banking Transactions for the month of October 2010, as presented.

Prepared by: Larry Reich, Superintendent of Business and Financial Services

Presented by: Larry Reich, Superintendent of Business and Financial Services

Approved by: John Crocco, Director of Education

Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE
NOVEMBER 9, 2010**

**MONTHLY BANKING TRANSACTIONS
FOR THE MONTH OF OCTOBER, 2010**

BACKGROUND INFORMATION

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Monthly Banking Transactions for the month of October 2010 for the Niagara Catholic District School Board. (See Appendix A)

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 Committee of the Whole recommends that the Niagara Catholic District School Board approve the Report on the Monthly Banking Transactions for the month of October 2010 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: Nov. 9, 2010

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: FINANCIAL REPORTS
STATEMENT OF REVENUE AND EXPENDITURES
OCTOBER 31, 2010**

RECOMMENDATION

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

Prepared by: Larry Reich, Superintendent of Business and Financial Services

Presented by: Larry Reich, Superintendent of Business and Financial Services

Approved by: John Crocco, Director of Education

Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

**REPORT TO THE COMMITTEE OF THE WHOLE
NOVEMBER 9, 2010**

**STATEMENT OF REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 2010**

In accordance with the Monthly Financial Reports Policy Statement, we are pleased to enclose the Statement of Revenue and Expenditures as at October 31, 2010 for the Niagara Catholic District School Board. (See Appendix A)

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

RECOMMENDATION

THAT the Committee of the Whole recommends that the Niagara Catholic District School Board approve the Report on the Statement of Revenue and Expenditures as at October 31, 2010 as presented.

Prepared by: Larry Reich, Superintendent of Business & Financial Services
Presented by: Larry Reich, Superintendent of Business & Financial Services
Approved by: John Crocco, Director of Education
Date: November 9, 2010

**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
SUMMARY OF REVENUE AND EXPENDITURES
AS AT OCTOBER 31, 2010**

ACCOUNT DISCRIPTION	THIS YEAR					LAST YEAR		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMITTED	EXPENDED	BUDGET	% AVAIL
REVENUE								
REVENUE	-52,497,278	-239,079,974	78.0%	-186,582,696	0	-51,346,066	-230,111,033	77.7%
TOTAL REVENUE	-52,497,278	-239,079,974	78.0%	-186,582,696	0	-51,346,066	-230,111,033	77.7%
EXPENDITURES								
BOARD ADMINISTRATION	1,372,655	7,421,896	81.5%	6,049,241	118,105	1,244,397	7,315,444	83.0%
ELEMENTARY SCHOOLS	19,964,239	115,188,726	82.7%	95,224,487	1,662,576	18,440,913	108,279,161	83.0%
SECONDARY SCHOOLS	11,814,588	67,456,646	82.5%	55,642,058	353,993	11,457,210	65,163,057	82.4%
CONTINUING EDUCATION	717,043	5,846,459	87.7%	5,129,416	80,634	731,517	6,497,202	88.7%
PLANT OPERATIONS	1,645,183	17,465,897	90.6%	15,820,714	173,467	1,641,292	16,631,386	90.1%
PLANT MAINTENANCE	365,293	3,492,449	89.5%	3,127,156	130,067	361,529	3,538,658	89.8%
TRANSPORTATION	909,988	10,462,845	91.3%	9,552,857	10	639,854	10,641,107	94.0%
CAPITAL AND OTHER EXPENDITURES	1,438,817	11,745,056	87.7%	10,306,239	550,709	1,333,261	12,045,018	88.9%
TOTAL EXPENDITURES	38,227,806	239,079,974	84.0%	200,852,168	3,069,561	35,849,973	230,111,033	84.4%

PREPARED BY : William Tumath
Finance Department

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
SALARY & BEN - TRUSTEES									
SALARY & BEN - TRUSTEES									
31 101	TRUSTEE HONORARIUM	16,059.14	101,821	84.2	85,762	0	16,137	101,821	84.2
31 201	BENEFITS - TRUSTEES	537.26	5,393	90.0	4,856	0	532	5,392	90.1
31 317	PROFESSIONAL DEVELOPMENT (NT)	478.11	30,000	98.4	29,522	0	1,410	30,000	95.3
31 361	TRAVEL EXPENSE	0.00	10,000	100.0	10,000	0	856	10,000	91.4
31 408	NETWORK SYSTEM	480.00	0	0.0	480-	0	480	0	0.0
31 413	COURIER & MOVING	450.53	5,000	91.0	4,549	0	0	5,000	100.0
31 552	ADDITIONAL - COMPUTERS	3,562.31	0	0.0	3,562-	0	3,047	0	0.0
31 701	OCSTA & OCSOA FEES	82,085.00	75,000	9.5-	7,085-	0	78,969	75,000	5.3-
TOTAL - SALARY & BEN - TRUSTEES		103,652.35	227,214	54.4	123,562	0	101,431	227,213	55.4
SALARY & BEN - SENIOR STAFF									
32 102	SENIOR STAFF	175,123.46	1,031,879	83.0	856,756	0	186,604	1,006,522	81.5
32 202	BENEFITS - SENIOR STAFF	11,104.41	90,269	87.7	79,165	0	10,861	88,765	87.8
TOTAL - SALARY & BEN - SENIOR ST		186,227.87	1,122,148	83.4	935,921	0	197,465	1,095,287	82.0
SALARY & BEN - MANAGERS									
33 103	DEPARTMENT MANAGERS	55,247.38	384,501	85.6	329,254	0	63,836	447,700	85.7
33 113	COORDINATORS	44,886.99	351,358	87.2	306,471	0	43,660	348,625	87.5
33 203	BENEFITS - DEPT. MANAGERS	7,039.10	77,339	90.9	70,300	0	8,594	89,686	90.4
33 213	BENEFITS - COORD.	10,298.73	70,672	85.4	60,373	0	9,711	69,836	86.1
34 103	DEPARTMENT MANAGERS	18,852.14	122,718	84.6	103,866	0	18,316	125,143	85.4
34 113	COORDINATORS	26,896.94	131,857	79.6	104,960	0	17,578	122,367	85.6
34 203	BENEFITS - DEPT. MANAGERS	2,772.22	23,636	88.3	20,864	0	2,635	24,058	89.1
34 213	BENEFITS - COORD.	5,260.95	25,395	79.3	20,134	0	3,580	23,523	84.8
35 103	DEPARTMENT MANAGERS	63,441.17	289,461	78.1	226,020	0	52,629	360,200	85.4
35 203	BENEFITS - DEPT. MANAGERS	7,639.54	58,915	87.0	51,275	0	6,428	68,399	90.6
TOTAL - SALARY & BEN - MANAGERS		242,335.16	1,535,852	84.2	1,293,517	0	226,967	1,679,537	86.5
SALARY & BENEFITS - TECHNICAL									
33 104	COURIER STAFF	6,272.90	42,588	85.3	36,315	0	6,320	41,391	84.7
33 204	BENEFITS - COURIER STAFF	1,748.81	11,092	84.2	9,343	0	1,674	10,768	84.5
35 110	TECHNICAL & OPERATIONS	7,274.96	48,344	85.0	41,069	0	7,068	46,965	85.0
35 116	OVERTIME	0.00	0	0.0	0	0	74	0	0.0
35 210	BENEFITS - TECHNICAL STAFF	1,882.21	7,482	74.9	5,600	0	1,799	7,272	75.3
44 108	CARETAKER	20,428.64	132,000	84.5	111,571	0	19,509	144,563	86.5
44 109	CLEANER	0.00	42,350	100.0	42,350	0	3,343	25,000	86.6
44 118	CARETAKER REPLACEMENT	322.02	0	0.0	322-	0	2,021	0	0.0
44 119	CLEANER REPLACEMENT	6,143.20	0	0.0	6,143-	0	2,784	0	0.0
44 208	BENEFITS - CARETAKER	4,899.05	34,380	85.8	29,481	0	4,679	28,527	83.6

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
44 209	BENEFITS - CLEANER	0.00	11,029	100.0	11,029	0	569	15,579	96.4
44 219	BENEFITS - CLEANER REPL.	480.82	0	0.0	481-	0	347	0	0.0
TOTAL - SALARY & BENEFITS - TECH		49,452.61	329,265	85.0	279,812	0	50,187	320,065	84.3

SALARY & BEN - CLERICAL

33 112	CLERICAL	205,133.61	1,447,682	85.8	1,242,548	0	201,312	1,510,173	86.7
33 116	OVERTIME	737.80	0	0.0	738-	0	552	0	0.0
33 212	BENEFITS - CLERICAL	51,026.51	369,159	86.2	318,132	0	47,941	379,239	87.4
34 112	CLERICAL	45,829.26	311,355	85.3	265,526	0	37,013	299,618	87.7
34 212	BENEFITS - CLERICAL	10,898.21	75,102	85.5	64,204	0	9,087	72,616	87.5
TOTAL - SALARY & BEN - CLERICAL		313,625.39	2,203,298	85.8	1,889,672	0	295,905	2,261,646	86.9

SALARY & BEN - TEMPORARY

33 115	TEMPORARY ASSISTANT	3,842.03	45,000	91.5	41,158	0	3,054	60,000	94.9
33 215	BENEFITS - TEMP ASSISTANT	780.51	3,153	75.2	2,372	0	733	4,203	82.6
34 115	TEMPORARY ASSISTANT	6,951.09	15,000	53.7	8,049	0	5,964	0	0.0
34 215	BENEFITS - TEMP ASSISTANT	760.02	1,052	27.8	292	0	961	0	0.0
TOTAL - SALARY & BEN - TEMPORAR		12,333.65	64,205	80.8	51,871	0	10,712	64,203	83.3

PROFESSIONAL DEVELOPMENT

33 317	PROFESSIONAL DEVELOPMENT (NT)	4,927.34	40,000	87.7	35,073	0	3,767	40,000	90.6
33 318	PROF. MEMBERSHIPS	11,748.10	15,000	21.7	3,252	0	11,349	15,000	24.3
34 317	PROFESSIONAL DEVELOPMENT (NT)	1,673.45	5,000	66.5	3,327	0	2,345	5,000	53.1
34 318	PROF. MEMBERSHIPS	733.22	0	0.0	733-	0	706	0	0.0
TOTAL - PROFESSIONAL DEVELOPM		19,082.11	60,000	68.2	40,919	0	18,167	60,000	69.7

SUPPLIES & SERV - BUSINESS ADMIN.

33 325	COMPUTER SOFTWARE/CD ROM	326.89	15,000	97.8	14,673	0	1,171	15,000	92.2
33 336	PRINTING & COPIER	13,200.19	30,000	56.0	16,800	20	15,100	30,000	49.7
33 337	PRINT SHOP	23,265.63	75,000	69.0	51,734	2,534	26,977	100,000	73.0
33 353	ADVERTISING & PROMOTION	14,406.95	55,000	73.8	40,593	0	6,305	55,000	88.5
33 354	PROMOTION	1,474.00	40,000	96.3	38,526	0	8-	40,000	100.0
33 361	TRAVEL EXPENSE	2,276.07	5,000	54.5	2,724	0	1,172	5,000	76.6
33 401	REPAIRS - F & E	0.00	2,493	100.0	2,493	14	0	2,493	100.0
33 404	REPAIRS - TELEPHONE	780.60	0	0.0	781-	2,490	60	0	0.0
33 405	TELEPHONE - VOICE	7,063.96	50,000	85.9	42,936	0	8,793	50,000	82.4
33 406	DATA COMMUNICATION LINES	340.06	0	0.0	340-	0	355	0	0.0
33 407	CELLULAR	4,124.00	12,500	67.0	8,376	0	3,667	12,500	70.7
33 408	NETWORK SYSTEM	0.00	0	0.0	0	1,117	0	0	0.0
33 409	NETWORK SECURITY	10.22	0	0.0	10-	0	0	0	0.0
33 410	OFFICE SUPPLIES & SERVICES	14,166.77	80,000	82.3	65,833	9,737	9,272	80,000	88.4

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
33 411 POSTAGE	3.79	20,000	100.0	19,996	0	0	20,000	100.0
33 412 SUBSCRIPTIONS	487.85	10,000	95.1	9,512	0	699	10,000	93.0
33 413 COURIER & MOVING	1,129.27	20,000	94.4	18,871	1	2,685	20,000	86.6
33 414 PUBLICATIONS & NEWSLETTERS	57.39	15,000	99.6	14,943	0	0	15,000	100.0
33 416 SCHOOL COUNCIL - SPECIAL	0.00	60,000	100.0	60,000	0	0	60,000	100.0
33 420 HOSPITALITY	1,135.15	15,000	92.4	13,865	147	1,767	15,000	88.2
33 710 INTEREST CHARGES	326.60	10,000	96.7	9,673	0	46	10,000	99.5
TOTAL - SUPPLIES & SERV - BUSINE	84,575.39	514,993	83.6	430,417	16,060	78,061	539,993	85.5

SUPPLIES & SERV - HUMAN RESOURCES

34 325 COMPUTER SOFTWARE/CD ROM	0.00	13,444	100.0	13,444	0	0	4,000	100.0
34 361 TRAVEL EXPENSE	408.98	2,500	83.6	2,091	0	140	2,500	94.4
34 407 CELLULAR	57.05	2,500	97.7	2,443	0	100	2,500	96.0
34 420 HOSPITALITY	13.99	10,000	99.9	9,986	0	390	1,000	61.0
34 421 RECRUITMENT OF STAFF	2,667.40	5,000	46.7	2,333	0	259	5,000	94.8
TOTAL - SUPPLIES & SERV - HUMAN	3,147.42	33,444	90.6	30,297	0	889	15,000	94.1

SUPPLIES & SERV - COMPUTER SERVICE

35 325 COMPUTER SOFTWARE/CD ROM	22,370.47	0	0.0	22,370	0	23,310	0	0.0
35 361 TRAVEL EXPENSE	1,351.35	2,500	46.0	1,149	0	466	2,500	81.4
35 402 REPAIRS - COMPUTERS	8,302.65	28,977	71.4	20,674	2,519	9,398	25,000	62.4
35 407 CELLULAR	1,081.91	5,000	78.4	3,918	0	1,808	5,000	63.8
35 408 NETWORK SYSTEM	1,797.97	30,000	94.0	28,202	4,102	2,757	30,000	90.8
TOTAL - SUPPLIES & SERV - COMPU	34,904.35	66,477	47.5	31,573	6,621	37,739	62,500	39.6

SUPPLIES & SERV - PLANT OPERATIONS

44 341 HYDRO	14,669.53	275,000	94.7	260,330	0	15,979	250,000	93.6
44 343 HEATING - GAS	191.28	0	0.0	191	0	79	0	0.0
44 346 WATER & SEWAGE	439.43	0	0.0	439	487	113	0	0.0
44 371 CLEANING PRODUCTS	126.85	0	0.0	127	3	0	0	0.0
44 375 UNIFORMS	133.48	0	0.0	133	0	424	0	0.0
44 377 INTRUSION ALARMS	49.36	0	0.0	49	8,174	276	0	0.0
44 378 FIRE SAFETY	63.60	0	0.0	64	8	0	0	0.0
44 379 REPAIRS - HEALTH & SAFETY	1,231.40	0	0.0	1,231	2,069	519	0	0.0
44 380 REPAIRS - EQUIPMENT	0.00	0	0.0	0	3	110	0	0.0
44 383 LANDSCAPING	0.00	0	0.0	0	1	0	0	0.0
44 384 DRAINAGE	0.00	0	0.0	0	1	0	0	0.0
44 385 GRASS CUTTING	199.50	0	0.0	200	0	2,219	0	0.0
44 386 SNOW PLOWING	0.00	0	0.0	0	1	0	0	0.0
44 388 GARBAGE DISPOSAL	121.43	0	0.0	121	0	483	0	0.0
44 389 LINE MARKING	0.00	0	0.0	0	1	0	0	0.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
44 417 SECURITY & SURVIELANCE	0.00	0	0.0	0	5	0	0	0.0
44 418 CONTRACTED CLEANING	1,132.25	0	0.0	1,132-	11,973	0	0	0.0
44 611 RENTAL/LEASE - NON INSTRUCT AC	15,520.74	80,000	80.6	64,479	68,242	9,205	80,000	88.5
44 653 PROFESSIONAL FEES	286.05	0	0.0	286-	3,887	284	0	0.0
TOTAL - SUPPLIES & SERV - PLANT	34,164.90	355,000	90.4	320,836	94,855	29,691	330,000	91.0

SUPPLIES & SERVICES- BUILDING MTC.

44 401 REPAIRS - F & E	0.00	0	0.0	0	14	0	0	0.0
44 460 H.V.A.C.	2,114.31	0	0.0	2,114-	19	684	0	0.0
44 461 BOILER REPAIR	0.00	0	0.0	0	2	0	0	0.0
44 462 ELECTRICAL REPAIR	1,208.87	0	0.0	1,209-	3	678	0	0.0
44 464 WINDOW GLASS & FRAME	0.00	0	0.0	0	9	0	0	0.0
44 465 PLUMBING	0.00	0	0.0	0	9	58	0	0.0
44 466 PAINTING	0.00	0	0.0	0	10	0	0	0.0
44 467 PORTABLES	0.00	0	0.0	0	1	58	0	0.0
44 468 FLOOR & CEILING	0.00	0	0.0	0	1	0	0	0.0
44 469 HARDWARE	484.24	0	0.0	484-	16	0	0	0.0
44 470 CARPENTRY	8.24	0	0.0	8-	3	0	0	0.0
44 471 DRAPERY	0.00	0	0.0	0	1	0	0	0.0
44 473 TOOLS	293.56	0	0.0	294-	16	532	0	0.0
44 654 OTHER CONTRACTUAL SERVICES	817.93	100,000	99.2	99,182	11	0	100,000	100.0
44 680 LIFTING DEVICES	0.00	0	0.0	0	1	0	0	0.0
44 759 BUILDINGS	1,517.08	0	0.0	1,517-	0	0	0	0.0
TOTAL - SUPPLIES & SERVICES- BUI	6,444.23	100,000	93.6	93,556	116	2,010	100,000	98.0

FURNITURE & EQUIPMENT

33 551 ADDITIONAL - FURNITURE	185.78	50,000	99.6	49,814	453	0	10,000	100.0
33 552 ADDITIONAL - COMPUTERS	0.00	10,000	100.0	10,000	0	11,808	40,000	70.5
35 552 ADDITIONAL - COMPUTERS	0.00	0	0.0	0	0	859	0	0.0
TOTAL - FURNITURE & EQUIPMENT	185.78	60,000	99.7	59,814	453	12,667	50,000	74.7

FEES & CONTRACTS

33 651 AUDIT FEES	0.00	85,000	100.0	85,000	0	0	85,000	100.0
33 652 LEGAL FEES	44,732.01	75,000	40.4	30,268	0	33-	75,000	100.0
33 653 PROFESSIONAL FEES	652.30	40,000	98.4	39,348	0	0	40,000	100.0
34 653 PROFESSIONAL FEES	16,331.67	25,000	34.7	8,668	0	25,251	25,000	1.0-
35 653 PROFESSIONAL FEES	1,754.60	85,000	97.9	83,245	0	7,849	25,000	68.6
35 661 SOFTWARE LICENSES & SUPPORT	173,885.18	350,000	50.3	176,115	0	109,730	40,000	74.3-
35 662 HARDWARE MAINTENANCE & SUPP	41,989.11	50,000	16.0	8,011	0	37,447	180,000	79.2
TOTAL - FEES & CONTRACTS	279,344.87	710,000	60.7	430,655	0	180,244	470,000	61.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

BOARD ADMINISTRATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
MISCELLANEOUS EXPENDITURES								
33 702 SCHOOL COUNCILS/CPTA FEES	0.00	5,000	100.0	5,000	0	0	5,000	100.0
33 704 DIRECTOR'S DISCRETIONARY	88.00	2,500	96.5	2,412	0	0	2,500	100.0
33 707 BOARD APPRECIATION NIGHT	915.22	15,000	93.9	14,085	0	0	15,000	100.0
33 708 SCHOLARSHIP	750.00	2,500	70.0	1,750	0	750	2,500	70.0
33 709 TRIBUTES & GIFTS	1,425.49	15,000	90.5	13,575	0	1,512	15,000	89.9
TOTAL - MISCELLANEOUS EXPENDIT	3,178.71	40,000	92.1	36,822	0	2,262	40,000	94.3
TOTAL - BOARD ADMINISTRATION	1,372,654.79	7,421,896	81.5	6,049,244	118,105	1,244,397	7,315,444	83.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
CLASSROOM TEACHERS								
10 165	SECONDMENT LEAVE	45,055.07	0	0.0	45,055-	0	27,442	0 0.0
10 170	REGULAR DAY SCHOOL TEACHER	9,629,572.61	49,895,289	80.7	40,265,716	0	8,532,034	44,576,635 80.9
10 171	SPECIAL EDUCATION TEACHERS	776,952.33	4,225,621	81.6	3,448,669	0	879,756	4,211,083 79.1
10 172	PREP & PLANNING TEACHER	93,634.34	0	0.0	93,634-	0	111,558	0 0.0
10 173	HOME INSTRUCTION TEACHER	0.00	15,000	100.0	15,000	0	0	10,000 100.0
10 174	F.S.L. TEACHER GR. 1-3	538,191.12	3,363,432	84.0	2,825,241	0	500,007	3,264,340 84.7
10 175	F.S.L. TEACHER GR. 4-8	740,747.66	3,500,000	78.8	2,759,252	0	677,507	3,600,000 81.2
10 179	E.S.L. TEACHER	255,633.64	1,200,000	78.7	944,366	0	193,552	1,151,005 83.2
10 180	LEARNING OPPORTUNITY TEACHER	243,148.89	2,014,081	87.9	1,770,932	0	260,621	1,917,547 86.4
10 184	LONG-TERM LEAVE OF ABSENCE	644,876.44	6,000,000	89.3	5,355,124	0	789,206	7,000,000 88.7
10 265	BENEFITS - SECONDMENT	2,214.62	0	0.0	2,215-	0	1,473	0 0.0
10 270	BENEFITS - REG. DAY SCHOOL TEAC	770,006.66	6,102,807	87.4	5,332,800	0	697,608	5,866,750 88.1
10 271	BENEFITS - SPEC. ED. TEACHERS	52,505.87	488,820	89.3	436,314	0	57,595	512,064 88.8
10 272	BENEFITS - PREP & PLANNING TEAC	8,540.63	0	0.0	8,541-	0	11,822	0 0.0
10 273	BENEFITS - HOME INSTRUCTION TEA	99.89	865	88.4	765	0	53	587 90.9
10 274	BENEFITS - F.S.L. (GR 1-3)	42,384.11	389,082	89.1	346,698	0	43,559	396,943 89.0
10 275	BENEFITS - F.S.L. (GR 4-8)	59,077.39	404,880	85.4	345,803	0	52,213	437,756 88.1
10 279	BENEFITS - E.S.L. TEACHER	15,770.85	138,815	88.6	123,044	0	12,547	139,962 91.0
10 280	BENEFITS - L.O.P. & OTHER TEACHE	20,308.94	232,989	91.3	212,680	0	21,084	233,172 91.0
10 284	BENEFITS - LONG TERM OCCASSION	53,058.54	346,101	84.7	293,042	0	63,642	411,032 84.5
TOTAL - CLASSROOM TEACHERS		13,991,779.60	78,317,782	82.1	64,326,001	0	12,933,279	73,728,876 82.5
OCCASSIONAL TEACHERS								
10 181	LONG-TERM SICK LEAVE	205,948.00	250,000	17.6	44,052	0	174,250	225,000 22.6
10 182	SHORT TERM TEACHER REPLACEM	321,380.86	2,097,858	84.7	1,776,477	0	359,681	2,014,277 82.1
10 281	BENEFITS - L/T SICK LEAVE	15,392.80	29,311	47.5	13,918	0	14,122	26,853 47.4
10 282	BENEFITS - SHORT TERM REPLACE	21,416.04	245,961	91.3	224,545	0	25,822	240,391 89.3
25 182	SHORT TERM TEACHER REPLACEM	107.70	64,402	99.8	64,294	0	6,606	67,964 90.3
25 282	BENEFITS - SHORT TERM REPLACE	10.05	7,551	99.9	7,541	0	300	8,110 96.3
TOTAL - OCCASSIONAL TEACHERS		564,255.45	2,695,083	79.1	2,130,827	0	580,781	2,582,595 77.5
TEACHER ASSISTANTS								
10 190	CHILD & YOUTH WORKER	211,944.05	1,024,420	79.3	812,476	0	175,945	1,217,122 85.5
10 191	EDUCATIONAL ASST.	1,466,685.79	9,048,391	83.8	7,581,705	0	1,339,732	8,090,363 83.4
10 195	EDUCATIONAL ASST. - TEMPORARY	45,893.97	161,972	71.7	116,078	0	17,680	170,000 89.6
10 196	TUTORS IN THE CLASSROOM	0.00	120,000	100.0	120,000	0	0	0 0.0
10 197	EARLY CHILDHOOD EDUCATORS (E	77,155.80	0	0.0	77,156-	0	0	0 0.0
10 198	ECE - TEMPORARY	123.47	0	0.0	123-	0	0	0 0.0
10 290	BENEFIT - C & Y WORKERS	50,841.01	295,725	82.8	244,884	0	39,488	296,550 86.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE						LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
10 291	BENEFITS - ED. ASST.	353,097.96	2,335,174	84.9	1,982,076	0	318,892	1,921,114	83.4
10 295	BENEFITS - ED. ASST. (TEMP)	4,208.06	42,579	90.1	38,371	0	1,074	25,124	95.7
10 297	BENEFITS - EARLY CHILDHOOD EDU	12,465.78	0	0.0	12,466-	0	0	0	0.0
10 298	BENEFITS - ECE TEMPORARY	7.24	0	0.0	7-	0	0	0	0.0
21 137	COMMUNICATION ASSISTANT	43,273.47	200,000	78.4	156,727	0	34,064	200,000	83.0
21 237	BENEFITS - COMM. ASST.	8,787.20	57,735	84.8	48,948	0	7,407	48,729	84.8
TOTAL - TEACHER ASSISTANTS		2,274,483.80	13,285,996	82.9	11,011,513	0	1,934,282	11,969,002	83.8

PROFESSIONAL & PARA-PROFESSIONAL

10 170	REGULAR DAY SCHOOL TEACHER	202,929.20	826,721	75.5	623,792	0	186,158	802,642	76.8
10 270	BENEFITS - REG. DAY SCHOOL TEAC	16,169.79	95,635	83.1	79,465	0	14,712	97,600	84.9
21 131	INTERPRETERS	148.41	0	0.0	148-	0	1,653	0	0.0
21 132	PSYCHOLOGIST	15,400.61	120,000	87.2	104,599	0	11,755	120,000	90.2
21 133	SPEECH PATHOLOGIST	53,600.88	296,741	81.9	243,140	0	50,862	288,098	82.4
21 136	SPECIAL NEEDS FACILITATOR	41,668.56	225,756	81.5	184,087	0	36,740	219,181	83.2
21 231	BENEFITS - INTERPRETERS	7.17	0	0.0	7-	0	142	0	0.0
21 233	BENEFITS - SPEECH PATH.	8,040.46	66,348	87.9	58,308	0	7,507	64,467	88.4
21 236	BENEFITS - SPECIAL NEEDS	8,768.86	50,479	82.6	41,710	0	7,311	49,045	85.1
22 116	OVERTIME	2,508.25	0	0.0	2,508-	0	0	0	0.0
22 135	TECHNICIANS	49,070.13	444,045	89.0	394,975	0	54,794	371,549	85.3
22 235	BENEFITS - TECHNICIANS	12,066.04	111,376	89.2	99,310	0	12,109	81,846	85.2
TOTAL - PROFESSIONAL & PARA-PR		410,378.36	2,237,101	81.7	1,826,723	0	383,743	2,094,428	81.7

LIBRARY & GUIDANCE

23 135	TECHNICIANS	248,966.68	1,534,536	83.8	1,285,569	0	250,312	1,490,076	83.2
23 138	TEMPORARY ASSISTANCE	459.27	30,000	98.5	29,541	0	4,564	30,000	84.8
23 235	BENEFITS - TECHNICIANS	64,242.90	408,272	84.3	344,029	0	64,117	402,984	84.1
23 238	BENEFITS - TEMPORARY ASSIS ST.S	39.48	0	0.0	39-	0	320	2,506	87.2
TOTAL - LIBRARY & GUIDANCE		313,708.33	1,972,808	84.1	1,659,100	0	319,313	1,925,566	83.4

PRINCIPALS & V.P.

15 151	PRINCIPALS	1,012,093.70	5,953,090	83.0	4,940,996	0	923,036	5,714,066	83.9
15 152	VICE-PRINCIPALS	50,721.78	570,000	91.1	519,278	0	91,511	581,000	84.3
15 251	BENEFITS - PRINCIPALS	60,994.02	495,012	87.7	434,018	0	54,444	483,648	88.7
15 252	BENEFITS - VICE PRINCIPALS	2,931.72	47,396	93.8	44,464	0	5,362	49,176	89.1
TOTAL - PRINCIPALS & V.P.		1,126,741.22	7,065,498	84.1	5,938,756	0	1,074,353	6,827,890	84.3

SCHOOL SECRETARIES

15 112	CLERICAL	294,499.27	1,818,542	83.8	1,524,043	0	282,532	1,773,130	84.1
15 115	TEMPORARY ASSISTANT	7,361.83	97,407	92.4	90,045	0	5,482	50,000	89.0
15 212	BENEFITS - CLERICAL	79,257.23	529,140	85.0	449,883	0	74,063	511,267	85.5

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
15 215 BENEFITS - TEMP ASSISTANT	494.41	8,214	94.0	7,720	0	305	4,204	92.7
TOTAL - SCHOOL SECRETARIES	381,612.74	2,453,303	84.4	2,071,691	0	362,382	2,338,601	84.5

TEACHER CONSULTANTS

21 162 CO-ORDINATOR TEACHER	17,029.38	191,000	91.1	173,971	0	15,778	191,000	91.7
21 163 PROGRAM OFFICER	20,452.94	105,000	80.5	84,547	0	19,857	105,000	81.1
21 261 BENEFITS - CONSULTANT	0.00	0	0.0	0	0	704	0	0.0
21 262 BENEFITS - CO-ORDINATOR	1,165.88	22,095	94.7	20,929	0	1,105	23,227	95.2
21 263 BENEFITS - PROGRAM OFFICER	1,221.55	12,146	89.9	10,924	0	1,160	12,769	90.9
25 161 CONSULTANT TEACHER	175,615.14	981,221	82.1	805,606	0	83,880	1,146,507	92.7
25 162 CO-ORDINATOR TEACHER	29,294.20	0	0.0	29,294	0	13,699	0	0.0
25 163 PROGRAM OFFICER	0.00	105,000	100.0	105,000	0	19,857	105,000	81.1
25 261 BENEFITS - CONSULTANT	13,893.25	113,508	87.8	99,615	0	5,604	139,416	96.0
25 262 BENEFITS - CO-ORDINATOR	1,949.65	0	0.0	1,950	0	1,762	0	0.0
25 263 BENEFITS - PROGRAM OFFICER	0.00	12,146	100.0	12,146	0	1,160	12,769	90.9
TOTAL - TEACHER CONSULTANTS	260,621.99	1,542,116	83.1	1,281,494	0	164,566	1,735,688	90.5

PROFESSIONAL DEVELOPMENT

10 315 PROF. DEVELOP. - ACADEMIC	6,413.22	190,000	96.6	183,587	98	33,132	190,000	82.6
15 314 PROF. DEVEL. SCHOOL SEC.	0.00	4,000	100.0	4,000	0	0	4,000	100.0
15 317 PROFESSIONAL DEVELOPMENT (NT)	63.70	96,000	99.9	95,936	1,622	2,674	96,000	97.2
21 317 PROFESSIONAL DEVELOPMENT (NT)	0.00	5,000	100.0	5,000	0	0	5,000	100.0
23 317 PROFESSIONAL DEVELOPMENT (NT)	0.00	10,000	100.0	10,000	0	0	10,000	100.0
25 317 PROFESSIONAL DEVELOPMENT (NT)	0.00	75,000	100.0	75,000	0	0	0	0.0
TOTAL - PROFESSIONAL DEVELOPM	6,476.92	380,000	98.3	373,523	1,720	35,806	305,000	88.3

CENTRAL PROGRAM CLASSROOM RESOU

10 320 TEXTBOOKS, LEARNING MATERIAL	0.00	150,000	100.0	150,000	901	0	100,000	100.0
10 330 CLASSROOM SUPPLIES & SERVICES	277,540.67	1,273,200	78.2	995,659	65,952	208,213	1,265,000	83.5
21 330 CLASSROOM SUPPLIES & SERVICES	3,104.78	75,000	95.9	71,895	654	2,704	75,000	96.4
TOTAL - CENTRAL PROGRAM CLASS	280,645.45	1,498,200	81.3	1,217,554	67,507	210,917	1,440,000	85.4

CLASSROOM SUPPLIES & SERVICES

10 320 TEXTBOOKS, LEARNING MATERIAL	99,318.83	393,183	74.7	293,864	45,811	113,600	404,574	71.9
10 330 CLASSROOM SUPPLIES & SERVICES	59,573.92	576,048	89.7	516,474	43,266	69,699	571,301	87.8
10 335 PRINTING & COPIER - INSTR.	41,454.85	298,209	86.1	256,754	14,642	47,897	300,598	84.1
10 361 TRAVEL EXPENSE	1,392.93	48,876	97.2	47,483	0	2,826	48,876	94.2
10 450 EDUCATIONAL FIELD TRIPS	3,574.80	130,759	97.3	127,184	1,281	2,625	120,339	97.8
10 451 SPORT COUNCIL	-6,000.00	0	0.0	6,000	0	17,400	0	0.0
23 320 TEXTBOOKS, LEARNING MATERIAL	1,296.28	69,725	98.1	68,429	3,822	5,018	69,720	92.8
TOTAL - CLASSROOM SUPPLIES & S	200,611.61	1,516,800	86.8	1,316,188	108,822	224,265	1,515,408	85.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE						LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
INSTRUCTIONAL SUPPLIES & SERVICES									
21 317	PROFESSIONAL DEVELOPMENT (NT)	602.16	20,000	97.0	19,398	0	550	20,000	97.3
21 336	PRINTING & COPIER	1,996.71	15,000	86.7	13,003	1	3,497	15,000	76.7
21 361	TRAVEL EXPENSE	3,339.60	100,000	96.7	96,660	0	3,573	100,000	96.4
21 402	REPAIRS - COMPUTERS	0.00	5,000	100.0	5,000	0	0	5,000	100.0
21 407	CELLULAR	303.82	5,000	93.9	4,696	0	914	5,000	81.7
21 420	HOSPITALITY	170.14	15,000	98.9	14,830	0	471	15,000	96.9
25 317	PROFESSIONAL DEVELOPMENT (NT)	171.42	20,000	99.1	19,829	0	392	20,000	98.0
25 336	PRINTING & COPIER	966.92	25,000	96.1	24,033	1	1,488	10,000	85.1
25 361	TRAVEL EXPENSE	77.49	25,000	99.7	24,923	0	1,049	25,000	95.8
25 402	REPAIRS - COMPUTERS	0.00	20,000	100.0	20,000	0	0	20,000	100.0
25 407	CELLULAR	834.53	10,000	91.7	9,165	0	1,792	10,000	82.1
25 420	HOSPITALITY	685.66	20,000	96.6	19,314	0	1,541	20,000	92.3
TOTAL - INSTRUCTIONAL SUPPLIES		9,148.45	280,000	96.7	270,851	2	15,267	265,000	94.2
SCHOOL ADMIN. SUPPLIES & SERVICES									
15 361	TRAVEL EXPENSE	669.97	30,000	97.8	29,330	0	1,667	30,000	94.4
15 401	REPAIRS - F & E	831.03	0	0.0	831-	610	2,365-	0	0.0
15 404	REPAIRS - TELEPHONE	5,519.49	100,000	94.5	94,481	20,291	2,168	100,000	97.8
15 405	TELEPHONE - VOICE	27,789.71	200,000	86.1	172,210	0	28,891	200,000	85.6
15 410	OFFICE SUPPLIES & SERVICES	9,663.49	82,782	88.3	73,119	3,912	14,840	109,594	86.5
15 415	SCHOOL COUNCIL (SCH)	456.58	17,418	97.4	16,961	0	976	16,266	94.0
15 416	SCHOOL COUNCIL - SPECIAL	0.00	0	0.0	0	0	892	0	0.0
15 420	HOSPITALITY	1,237.60	24,800	95.0	23,562	318	1,943	-860	325.9
15 422	PRO GRANT	786.02	0	0.0	786-	0	343	0	0.0
TOTAL - SCHOOL ADMIN. SUPPLIES		46,953.89	455,000	89.7	408,046	25,131	49,355	455,000	89.2
COMPUTERS - CLASSROOM									
10 402	REPAIRS - COMPUTERS	1,334.16	52,000	97.4	50,666	864	878	52,000	98.3
10 406	DATA COMMUNICATION LINES	13,714.78	107,843	87.3	94,128	0	13,988	107,843	87.0
10 408	NETWORK SYSTEM	27,256.28	343,899	92.1	316,643	0	58,833	343,899	82.9
10 552	ADDITIONAL - COMPUTERS	10,173.95	103,531	90.2	93,357	1,435,312	1,600	109,421	98.5
10 661	SOFTWARE LICENSES & SUPPORT	16,413.70	41,340	60.3	24,926	0	16,414	41,340	60.3
22 361	TRAVEL EXPENSE	3,762.00	0	0.0	3,762-	0	3,336	0	0.0
22 402	REPAIRS - COMPUTERS	6,697.71	48,000	86.1	41,302	2,790	303-	48,000	100.6
22 407	CELLULAR	186.40	0	0.0	186-	0	210	0	0.0
TOTAL - COMPUTERS - CLASSROOM		79,538.98	696,613	88.6	617,074	1,438,966	94,956	702,503	86.5
COMPUTERS - NON CLASSROOM									
15 552	ADDITIONAL - COMPUTERS	0.00	50,000	100.0	50,000	0	0	50,000	100.0

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

ELEMENTARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
TOTAL - COMPUTERS - NON CLASSR	0.00	50,000	100.0	50,000	0	0	50,000	100.0		
F & E - CLASSROOM										
10 551 ADDITIONAL - FURNITURE	16,865.47	300,365	94.4	283,500	11,143	57,610	301,271	80.9		
TOTAL - F & E - CLASSROOM	16,865.47	300,365	94.4	283,500	11,143	57,610	301,271	80.9		
F & E - NON CLASSROOM										
15 551 ADDITIONAL - FURNITURE	416.81	42,061	99.0	41,644	9,285	38	42,333	99.9		
TOTAL - F & E - NON CLASSROOM	416.81	42,061	99.0	41,644	9,285	38	42,333	99.9		
NETWORK - CLASSROOM										
10 603 RENTAL/LEASE - NETWORK	0.00	400,000	100.0	400,000	0	0	0	0.0		
TOTAL - NETWORK - CLASSROOM	0.00	400,000	100.0	400,000	0	0	0	0.0		
TOTAL - ELEMENTARY SCHOOLS	19,964,239.07	115,188,726	82.7	95,224,485	1,662,576	18,440,913	108,279,161	83.0		

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
CLASSROOM TEACHERS								
CLASSROOM TEACHERS								
10 165	SECONDMENT LEAVE	19,432.89	0	0.0	19,433-	0	33,958	0 0.0
10 170	REGULAR DAY SCHOOL TEACHER	7,442,870.04	37,518,132	80.2	30,075,262	0	7,092,926	36,369,067 80.5
10 171	SPECIAL EDUCATION TEACHERS	271,559.00	2,492,281	89.1	2,220,722	0	260,701	2,363,716 89.0
10 173	HOME INSTRUCTION TEACHER	803.40	20,000	96.0	19,197	0	410	20,000 98.0
10 179	E.S.L. TEACHER	58,358.54	207,690	71.9	149,331	0	51,771	196,976 73.7
10 184	LONG-TERM LEAVE OF ABSENCE	309,290.15	2,500,000	87.6	2,190,710	0	407,924	2,500,000 83.7
10 265	BENEFITS - SECONDMENT	1,189.51	0	0.0	1,190-	0	1,759	0 0.0
10 270	BENEFITS - REG. DAY SCHOOL TEAC	647,341.55	4,284,220	84.9	3,636,878	0	527,078	4,194,952 87.4
10 271	BENEFITS - SPEC. ED. TEACHERS	18,879.96	274,560	93.1	255,680	0	18,305	263,240 93.1
10 273	BENEFITS - HOME INSTRUCTION TEA	62.91	1,140	94.5	1,077	0	66	1,141 94.3
10 279	BENEFITS - E.S.L. TEACHER	3,952.56	22,880	82.7	18,927	0	3,554	21,937 83.8
10 284	BENEFITS - LONG TERM OCCASSION	26,188.04	142,479	81.6	116,291	0	35,807	142,659 74.9
15 153	DEPARTMENT HEAD - ALLOWANCE	0.00	357,000	100.0	357,000	0	0	357,000 100.0
15 253	BENEFITS - DEPT HEAD ALLOWANC	0.00	8,761	100.0	8,761	0	0	9,118 100.0
TOTAL - CLASSROOM TEACHERS		8,799,928.55	47,829,143	81.6	39,029,213	0	8,434,259	46,439,806 81.8
OCCASSIONAL TEACHERS								
10 181	LONG-TERM SICK LEAVE	11,013.88	300,000	96.3	288,986	0	34,937	300,000 88.4
10 182	SHORT TERM TEACHER REPLACEM	150,768.90	1,139,516	86.8	988,747	0	161,787	1,126,428 85.6
10 281	BENEFITS - LT SICK LEAVE	988.35	30,274	96.7	29,286	0	3,107	29,953 89.6
10 282	BENEFITS - SHORT TERM REPLACE	10,049.03	114,995	91.3	104,946	0	10,231	112,468 90.9
24 182	SHORT TERM TEACHER REPLACEM	0.00	2,632	100.0	2,632	0	0	2,555 100.0
24 282	BENEFITS - SHORT TERM REPLACE	0.00	266	100.0	266	0	0	256 100.0
25 182	SHORT TERM TEACHER REPLACEM	0.00	22,401	100.0	22,401	0	918	21,748 95.8
25 282	BENEFITS - SHORT TERM REPLACE	0.00	2,261	100.0	2,261	0	36	2,172 98.3
TOTAL - OCCASSIONAL TEACHERS		172,820.16	1,612,345	89.3	1,439,525	0	211,016	1,595,580 86.8
TEACHER ASSISTANTS								
10 190	CHILD & YOUTH WORKER	56,916.25	358,112	84.1	301,196	0	49,371	346,660 85.8
10 191	EDUCATIONAL ASST.	568,572.35	3,167,923	82.1	2,599,351	0	507,703	3,011,577 83.1
10 195	EDUCATIONAL ASST. - TEMPORARY	18,246.77	150,000	87.8	131,753	0	13,836	95,000 85.4
10 290	BENEFIT - C & Y WORKERS	12,877.19	97,012	86.7	84,135	0	10,950	93,978 88.4
10 291	BENEFITS - ED. ASST.	135,122.71	769,233	82.4	634,110	0	121,166	743,522 83.7
10 295	BENEFITS - ED. ASST. (TEMP)	1,584.80	12,393	87.2	10,808	0	788	8,013 90.2
TOTAL - TEACHER ASSISTANTS		793,320.07	4,554,673	82.6	3,761,353	0	703,814	4,298,750 83.6
PROFESSIONAL & PARA-PROFESSIONAL								
10 177	CHAPLAIN - NON TEACHER	82,603.89	488,896	83.1	406,292	0	73,602	486,667 84.9
10 277	BENEFITS - CHAPLAIN NON TEACHE	13,969.90	110,025	87.3	96,055	0	11,439	112,844 89.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
21 131 INTERPRETERS	9,561.84	61,800	84.5	52,238	0	4,230	60,000	93.0		
21 134 SOCIAL WORKER	12,774.45	83,154	84.6	70,380	0	12,413	80,732	84.6		
21 231 BENEFITS - INTERPRETERS	1,469.34	11,089	86.8	9,620	0	600	6,767	91.1		
21 234 BENEFITS - SOCIAL WORKER	2,064.20	14,961	86.2	12,897	0	1,957	18,585	89.5		
22 116 OVERTIME	0.00	0	0.0	0	0	114	0	0.0		
22 135 TECHNICIANS	56,826.07	383,780	85.2	326,954	0	55,061	372,747	85.2		
22 138 TEMPORARY ASSISTANCE	860.50	0	0.0	861-	0	0	0	0.0		
22 235 BENEFITS - TECHNICIANS	12,952.76	203,992	93.7	191,039	0	12,049	203,594	94.1		
22 238 BENEFITS - TEMPORARY ASSIS ST.S	37.63	0	0.0	38-	0	0	0	0.0		
TOTAL - PROFESSIONAL & PARA-PR	193,120.58	1,357,697	85.8	1,164,576	0	171,465	1,341,936	87.2		

LIBRARY & GUIDANCE

23 135 TECHNICIANS	52,324.34	296,555	82.4	244,231	0	50,238	286,857	82.5	
23 138 TEMPORARY ASSISTANCE	1,277.17	7,500	83.0	6,223	0	643	10,000	93.6	
23 235 BENEFITS - TECHNICIANS	13,189.14	80,448	83.6	67,259	0	12,687	78,102	83.8	
23 238 BENEFITS - TEMPORARY ASSIS ST.S	141.31	634	77.8	493	0	40	844	95.3	
TOTAL - LIBRARY & GUIDANCE	66,931.96	385,137	82.6	318,206	0	63,608	375,803	83.1	

PRINCIPALS & V.P.

15 151 PRINCIPALS	152,097.35	1,142,747	86.7	990,650	0	157,471	960,799	83.6	
15 152 VICE-PRINCIPALS	264,536.31	1,400,000	81.1	1,135,464	0	263,191	1,491,634	82.4	
15 251 BENEFITS - PRINCIPALS	10,728.34	107,505	90.0	96,777	0	9,249	99,659	90.7	
15 252 BENEFITS - VICE PRINCIPALS	15,855.03	131,707	88.0	115,852	0	17,951	154,721	88.4	
TOTAL - PRINCIPALS & V.P.	443,217.03	2,781,959	84.1	2,338,743	0	447,862	2,706,813	83.5	

SCHOOL SECRETARIES

15 112 CLERICAL	246,972.23	1,434,196	82.8	1,187,224	0	244,094	1,363,648	82.1	
15 115 TEMPORARY ASSISTANT	16,217.89	80,000	79.7	63,782	0	12,190	75,000	83.8	
15 212 BENEFITS - CLERICAL	60,652.71	358,397	83.1	297,744	0	58,678	343,461	82.9	
15 215 BENEFITS - TEMP ASSISTANT	3,716.31	6,241	40.5	2,525	0	3,206	5,835	45.1	
TOTAL - SCHOOL SECRETARIES	327,559.14	1,878,834	82.6	1,551,275	0	318,168	1,787,944	82.2	

TEACHER CONSULTANTS

25 161 CONSULTANT TEACHER	116,427.11	607,074	80.8	490,647	0	82,577	599,047	86.2	
25 261 BENEFITS - CONSULTANT	6,927.83	66,877	89.6	59,949	0	5,352	66,714	92.0	
TOTAL - TEACHER CONSULTANTS	123,354.94	673,951	81.7	550,596	0	87,929	665,761	86.8	

SALARY & BEN - LIBRARY & GUIDANCE

24 178 LIBRARY/GUIDANCE TEACHER	385,051.16	1,669,828	76.9	1,284,777	0	421,763	1,583,690	73.4	
24 278 BENEFITS - LIBRARY/GUIDANCE TEA	24,864.12	183,954	86.5	159,090	0	27,359	176,371	84.5	
TOTAL - SALARY & BEN - LIBRARY &	409,915.28	1,853,782	77.9	1,443,867	0	449,122	1,760,061	74.5	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE			
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
PROFESSIONAL DEVELOPMENT									
10 315	PROF. DEVELOP. - ACADEMIC	3,008.61	80,000	96.2	76,991	0	8,592	80,000	89.3
15 314	PROF. DEVEL. SCHOOL SEC.	0.00	0	0.0	0	0	36	0	0.0
15 317	PROFESSIONAL DEVELOPMENT (NT)	240.00	35,000	99.3	34,760	405	2,111	35,000	94.0
21 315	PROF. DEVELOP. - ACADEMIC	0.00	5,000	100.0	5,000	0	0	5,000	100.0
TOTAL - PROFESSIONAL DEVELOPM		3,248.61	120,000	97.3	116,751	405	10,739	120,000	91.1
CENTRAL PROGRAM CLASSROOM RESOU									
10 320	TEXTBOOKS, LEARNING MATERIAL	8,598.68	150,000	94.3	141,401	1,050	8,064	256,500	96.9
10 330	CLASSROOM SUPPLIES & SERVICES	223,455.99	1,836,693	87.8	1,613,237	151,628	287,677	1,347,450	78.7
21 330	CLASSROOM SUPPLIES & SERVICES	182.25	20,000	99.1	19,818	466	224	20,000	98.9
TOTAL - CENTRAL PROGRAM CLASS		232,236.92	2,006,693	88.4	1,774,456	153,144	295,965	1,623,950	81.8
CLASSROOM SUPPLIES & SERVICES									
10 320	TEXTBOOKS, LEARNING MATERIAL	29,486.92	349,882	91.6	320,395	18,307	42,155	274,646	84.7
10 330	CLASSROOM SUPPLIES & SERVICES	92,110.55	677,408	86.4	585,297	113,679	84,765	778,520	89.1
10 333	SPECIAL MINISTRY GRANTS	350.00	0	0.0	350	0	0	0	0.0
10 335	PRINTING & COPIER - INSTR.	35,110.65	250,469	86.0	215,358	4,530	28,192	254,189	88.9
10 361	TRAVEL EXPENSE	2,275.08	66,131	96.6	63,856	0	18,967	66,131	128.7
10 450	EDUCATIONAL FIELD TRIPS	15,289.54	103,491	85.2	88,201	19,283	7,929	106,293	92.5
10 451	SPORT COUNCIL	-4,000.60	0	0.0	4,001	0	0	0	0.0
23 320	TEXTBOOKS, LEARNING MATERIAL	6,982.34	83,491	91.6	76,509	23,129	7,380	84,729	91.3
24 361	TRAVEL EXPENSE	0.00	0	0.0	0	0	42	0	0.0
TOTAL - CLASSROOM SUPPLIES & S		177,604.48	1,530,872	88.4	1,353,267	178,928	151,496	1,564,508	90.3
INSTRUCTIONAL SUPPLIES & SERVICES									
21 317	PROFESSIONAL DEVELOPMENT (NT)	0.00	1,000	100.0	1,000	0	0	1,000	100.0
21 336	PRINTING & COPIER	0.00	5,000	100.0	5,000	0	0	5,000	100.0
21 361	TRAVEL EXPENSE	476.10	20,000	97.6	19,524	0	68	20,000	99.7
21 402	REPAIRS - COMPUTERS	0.00	1,000	100.0	1,000	0	0	1,000	100.0
25 317	PROFESSIONAL DEVELOPMENT (NT)	0.00	7,500	100.0	7,500	0	302	2,000	84.9
25 336	PRINTING & COPIER	7.50	10,000	99.9	9,993	0	15	10,000	99.9
25 361	TRAVEL EXPENSE	1,020.57	10,000	89.8	8,979	0	2,578	9,000	71.4
25 402	REPAIRS - COMPUTERS	0.00	1,500	100.0	1,500	0	0	1,000	100.0
25 420	HOSPITALITY	0.00	15,000	100.0	15,000	0	57	15,000	99.6
TOTAL - INSTRUCTIONAL SUPPLIES		1,504.17	71,000	97.9	69,496	0	3,020	64,000	95.3
SCHOOL ADMIN. SUPPLIES & SERVICES									
15 361	TRAVEL EXPENSE	335.70	15,000	97.8	14,664	0	2,268	15,000	84.9
15 401	REPAIRS - F & E	0.00	0	0.0	0	108	0	0	0.0
15 404	REPAIRS - TELEPHONE	0.00	50,000	100.0	50,000	5,169	418	50,000	99.2

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

SECONDARY SCHOOLS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
15 405 TELEPHONE - VOICE	8,568.40	100,000	91.4	91,432	0	8,947	100,000	91.1		
15 407 CELLULAR	2,441.50	0	0.0	2,442-	0	1,950	0	0.0		
15 410 OFFICE SUPPLIES & SERVICES	12,929.06	95,252	86.4	82,323	4,660	10,246	95,127	89.2		
15 415 SCHOOL COUNCIL (SCH)	0.00	8,348	100.0	8,348	0	174	8,473	98.0		
15 416 SCHOOL COUNCIL - SPECIAL	0.00	0	0.0	0	0	65	0	0.0		
15 420 HOSPITALITY	169.47	6,400	97.4	6,231	0	88	6,400	98.6		
15 422 PRO GRANT	0.00	0	0.0	0	0	1,435	0	0.0		
TOTAL - SCHOOL ADMIN. SUPPLIES	24,444.13	275,000	91.1	250,556	9,937	25,591	275,000	90.7		
COMPUTERS - CLASSROOM										
10 402 REPAIRS - COMPUTERS	931.96	16,000	94.2	15,068	3,683	752	16,000	95.3		
10 406 DATA COMMUNICATION LINES	5,669.88	52,000	89.1	46,330	0	5,639	52,000	89.2		
10 408 NETWORK SYSTEM	5,317.96	68,000	92.2	62,682	0	10,040	68,000	85.2		
10 552 ADDITIONAL - COMPUTERS	6,349.34	119,830	94.7	113,481	18	8,368	134,694	93.8		
10 661 SOFTWARE LICENSES & SUPPORT	16,413.70	30,000	45.3	13,586	0	16,414	30,000	45.3		
22 361 TRAVEL EXPENSE	137.70	0	0.0	138-	0	338	0	0.0		
22 402 REPAIRS - COMPUTERS	1,694.83	34,000	95.0	32,305	0	0	34,000	100.0		
22 407 CELLULAR	254.51	0	0.0	255-	0	349	0	0.0		
TOTAL - COMPUTERS - CLASSROOM	36,769.88	319,830	88.5	283,059	3,701	41,900	334,694	87.5		
COMPUTERS - NON CLASSROOM										
15 552 ADDITIONAL - COMPUTERS	0.00	25,000	100.0	25,000	0	0	25,000	100.0		
TOTAL - COMPUTERS - NON CLASSR	0.00	25,000	100.0	25,000	0	0	25,000	100.0		
F & E - CLASSROOM										
10 551 ADDITIONAL - FURNITURE	8,612.09	86,687	90.1	78,075	7,878	21,540	88,780	75.7		
TOTAL - F & E - CLASSROOM	8,612.09	86,687	90.1	78,075	7,878	21,540	88,780	75.7		
F & E - NON CLASSROOM										
15 551 ADDITIONAL - FURNITURE	0.00	22,043	100.0	22,043	0	19,716	22,671	13.0		
TOTAL - F & E - NON CLASSROOM	0.00	22,043	100.0	22,043	0	19,716	22,671	13.0		
FEES & CONTRACTS										
10 654 OTHER CONTRACTUAL SERVICES	0.00	72,000	100.0	72,000	0	0	72,000	100.0		
TOTAL - FEES & CONTRACTS	0.00	72,000	100.0	72,000	0	0	72,000	100.0		
TOTAL - SECONDARY SCHOOLS	11,814,587.99	67,456,646	82.5	55,642,057	353,993	11,457,210	65,163,057	82.4		

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE						LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
TEACHER ASSISTANTS									
TEACHER ASSISTANTS									
55 191 EDUCATIONAL ASST.	123.47	36,960	99.7	36,837	0	7,971	27,418	70.9	
55 291 BENEFITS - ED. ASST.	5.41	3,445	99.9	3,440	0	1,681	7,403	77.3	
TOTAL - TEACHER ASSISTANTS	128.88	40,405	99.7	40,277	0	9,652	34,821	72.3	
PROFESSIONAL & PARA-PROFESSIONAL									
55 125 DAY CARE PROVIDER	5,293.73	34,466	84.6	29,172	0	5,144	39,175	86.9	
55 135 TECHNICIANS	7,363.98	47,673	84.6	40,309	0	6,976	0	0.0	
55 225 BENEFITS - DAY CARE PROVIDER	1,565.48	8,961	82.5	7,396	0	1,489	7,052	78.9	
55 235 BENEFITS - TECHNICIANS	1,419.99	10,011	85.8	8,591	0	1,475	0	0.0	
TOTAL - PROFESSIONAL & PARA-PR	15,643.18	101,111	84.5	85,468	0	15,084	46,227	67.4	
PRINCIPALS & V.P.									
55 103 DEPARTMENT MANAGERS	26,795.13	173,269	84.5	146,474	0	25,996	213,131	87.8	
55 111 COORDINATORS	0.00	58,038	100.0	58,038	0	0	64,043	100.0	
55 151 PRINCIPALS	19,405.48	114,339	83.0	94,934	0	18,502	112,283	83.5	
55 203 BENEFITS - DEPT. MANAGERS	4,099.50	30,320	86.5	26,221	0	4,034	37,139	89.1	
55 211 BENEFITS - COORD.	0.00	10,447	100.0	10,447	0	0	10,750	100.0	
55 251 BENEFITS - PRINCIPALS	1,201.11	11,434	89.5	10,233	0	1,133	11,228	89.9	
TOTAL - PRINCIPALS & V.P.	51,501.22	397,847	87.1	346,347	0	49,665	448,574	88.9	
SCHOOL SECRETARIES									
15 112 CLERICAL	-568.96	0	0.0	569	0	0	0	0.0	
55 112 CLERICAL	43,608.89	285,878	84.8	242,269	0	46,595	279,844	83.4	
55 212 BENEFITS - CLERICAL	11,231.64	58,611	80.8	47,379	0	11,124	75,558	85.3	
TOTAL - SCHOOL SECRETARIES	54,271.57	344,489	84.3	290,217	0	57,719	355,402	83.8	
SALARY & BEN - TEMPORARY									
55 115 TEMPORARY ASSISTANT	5,796.95	43,845	86.8	38,048	0	3,590	51,095	93.0	
55 215 BENEFITS - TEMP ASSISTANT	400.46	4,155	90.4	3,755	0	196	4,863	96.0	
TOTAL - SALARY & BEN - TEMPORAR	6,197.41	48,000	87.1	41,803	0	3,786	55,958	93.2	
SALARY & BEN - GRANT OFFICERS									
55 155 ADMINISTRATORS & GRANT OFFICE	8,977.26	0	0.0	8,977-	0	0	0	0.0	
55 255 BENEFITS - ADMIN & GRANT OFFICE	2,169.35	0	0.0	2,169-	0	0	0	0.0	
TOTAL - SALARY & BEN - GRANT OFF	11,146.61	0	0.0	11,146-	0	0	0	0.0	
SALARY & BEN - ADULT ED. TEACHERS									
55 192 CLASSROOM INSTRUCTORS	204,288.08	1,961,018	89.6	1,756,730	0	199,860	2,146,028	90.7	
55 193 CLASSROOM TEACHERS	173,218.50	1,422,072	87.8	1,248,854	0	177,067	1,397,050	87.3	
55 292 BENEFITS - CONT ED INSTRUCTORS	41,047.55	374,728	89.1	333,680	0	36,022	308,464	88.3	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
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CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE						LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL	
55 293 BENEFITS - CON'T ED. TEACHERS	21,067.37	159,954	86.8	138,887	0	20,028	223,122	91.0	
TOTAL - SALARY & BEN - ADULT ED.	439,621.50	3,917,772	88.8	3,478,151	0	432,977	4,074,664	89.4	

PROFESSIONAL DEVELOPMENT

55 315 PROF. DEVELOP. - ACADEMIC	0.00	9,200	100.0	9,200	0	0	10,360	100.0
55 317 PROFESSIONAL DEVELOPMENT (NT)	0.00	7,000	100.0	7,000	0	0	5,500	100.0
55 318 PROF. MEMBERSHIPS	0.00	8,500	100.0	8,500	0	0	9,500	100.0
TOTAL - PROFESSIONAL DEVELOPM	0.00	24,700	100.0	24,700	0	0	25,360	100.0

CENTRAL PROGRAM CLASSROOM RESOU

55 325 COMPUTER SOFTWARE/CD ROM	326.91	55,000	99.4	54,673	0	0	35,500	100.0
55 335 PRINTING & COPIER - INSTR.	4,231.35	57,500	92.6	53,269	3,644	4,626	76,840	94.0
55 353 ADVERTISING & PROMOTION	4,692.68	88,000	94.7	83,307	8,130	1,277	105,000	98.8
55 356 CHILDMINDING	0.00	24,570	100.0	24,570	0	1,005	27,625	96.4
55 361 TRAVEL EXPENSE	1,752.75	17,800	90.2	16,047	0	3,024	11,258	73.1
55 401 REPAIRS - F & E	0.00	2,000	100.0	2,000	68	0	2,000	100.0
55 402 REPAIRS - COMPUTERS	76.62	2,500	96.9	2,423	43	0	5,000	100.0
55 404 REPAIRS - TELEPHONE	334.06	5,000	93.3	4,666	581	0	10,000	100.0
55 405 TELEPHONE - VOICE	3,190.57	10,900	70.7	7,709	0	2,575	25,900	90.1
55 406 DATA COMMUNICATION LINES	459.72	5,000	90.8	4,540	0	457	7,500	93.9
55 407 CELLULAR	360.53	5,000	92.8	4,639	0	528	10,000	94.7
55 410 OFFICE SUPPLIES & SERVICES	4,044.68	15,400	73.7	11,355	3,325	5,844	29,846	80.4
55 411 POSTAGE	0.00	4,000	100.0	4,000	475	4	5,000	99.9
55 413 COURIER & MOVING	0.00	13,000	100.0	13,000	1	0	5,000	100.0
55 416 SCHOOL COUNCIL - SPECIAL	0.00	2,000	100.0	2,000	0	0	2,000	100.0
55 420 HOSPITALITY	204.42	2,000	89.8	1,796	0	180	6,000	97.0
55 610 RENTAL/LEASE - INSTRUCT. ACCOM	38,317.14	115,538	66.8	77,221	0	35,230	163,357	78.4
TOTAL - CENTRAL PROGRAM CLASS	57,991.43	425,208	86.4	367,215	16,267	54,750	527,826	89.6

CLASSROOM SUPPLIES & SERVICES

55 320 TEXTBOOKS, LEARNING MATERIAL	22,741.65	43,670	47.9	20,928	12,889	1,317	61,485	97.9
55 325 COMPUTER SOFTWARE/CD ROM	0.00	0	0.0	0	0	17,323	19,500	11.2
55 330 CLASSROOM SUPPLIES & SERVICES	39,233.88	280,500	86.0	241,266	35,175	64,271	456,606	85.9
55 331 APPLICATION SOFTWARE	5,264.65	36,400	85.5	31,135	9,167	5,158	69,500	92.6
55 450 EDUCATIONAL FIELD TRIPS	11,477.43	158,800	92.8	147,323	1,541	12,745	175,750	92.8
55 682 PUBLIC TRANSIT FARES	0.00	15,557	100.0	15,557	3,085	705	83,529	99.2
TOTAL - CLASSROOM SUPPLIES & S	78,717.61	534,927	85.3	456,209	61,857	101,519	866,370	88.3

COMPUTERS - CLASSROOM

55 552 ADDITIONAL - COMPUTERS	0.00	10,000	100.0	10,000	2,510	4,541	45,000	89.9
TOTAL - COMPUTERS - CLASSROOM	0.00	10,000	100.0	10,000	2,510	4,541	45,000	89.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

CONTINUING EDUCATION

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
F & E - CLASSROOM								
55 551 ADDITIONAL - FURNITURE	0.00	0	0.0	0	0	0	10,000	100.0
TOTAL - F & E - CLASSROOM	0.00	0	0.0	0	0	0	10,000	100.0
FEES & CONTRACTS								
55 654 OTHER CONTRACTUAL SERVICES	0.00	2,000	100.0	2,000	0	0	3,000	100.0
55 661 SOFTWARE LICENSES & SUPPORT	1,823.74	0	0.0	1,824	0	1,824	4,000	54.4
TOTAL - FEES & CONTRACTS	1,823.74	2,000	8.8	176	0	1,824	7,000	73.9
TOTAL - CONTINUING EDUCATION	717,043.15	5,846,459	87.7	5,129,417	80,634	731,517	6,497,202	88.7

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - MANAGERS										
SALARY & BEN - MANAGERS										
40 103	DEPARTMENT MANAGERS	34,552.00	220,517	84.3	185,965	0	33,308	214,195	84.5	
40 110	TECHNICAL & OPERATIONS	247.24	61,800	99.6	61,553	0	4,941	0	0.0	
40 113	COORDINATORS	4,577.18	198,278	97.7	193,701	0	37,501	202,667	81.5	
40 203	BENEFITS - DEPT. MANAGERS	5,157.75	53,281	90.3	48,123	0	4,866	52,413	90.7	
40 210	BENEFITS - TECHNICAL STAFF	112.46	14,934	99.3	14,822	0	1,457	0	0.0	
40 213	BENEFITS - COORD.	4,092.67	47,909	91.5	43,816	0	6,686	49,595	86.5	
TOTAL - SALARY & BEN - MANAGERS		48,739.30	596,719	91.8	547,980	0	88,759	518,870	82.9	
SALARY & BEN - CARETAKER										
40 108	CARETAKER	460,901.94	3,386,823	86.4	2,925,921	86,280	470,008	3,253,959	85.6	
40 118	CARETAKER REPLACEMENT	246,994.65	250,000	1.2	3,005	0	47,411	250,000	81.0	
40 141	MODIFIED WORK - CARETAKERS	5,894.46	0	0.0	5,894	2	5,971	0	0.0	
40 208	BENEFITS - CARETAKER	116,764.84	818,301	85.7	701,536	0	118,320	796,243	85.1	
40 218	BENEFITS - CARETAKER REPL.	824.01	60,404	98.6	59,580	0	726	61,175	98.8	
40 241	BENEFITS - MODIFIED WORK (CTKRS)	1,374.39	0	0.0	1,374	0	1,641	0	0.0	
TOTAL - SALARY & BEN - CARETAKE		832,754.29	4,515,528	81.6	3,682,774	86,282	644,077	4,361,377	85.2	
SALARY & BEN - CLEANER										
40 109	CLEANER	250,484.65	3,663,956	93.2	3,413,471	0	371,337	3,540,707	89.5	
40 119	CLEANER REPLACEMENT	22,742.89	299,999	92.4	277,256	0	67,872	150,000	54.8	
40 209	BENEFITS - CLEANER	162,710.04	885,272	81.6	722,562	0	135,498	866,411	84.4	
40 219	BENEFITS - CLEANER REPL.	5,608.17	72,485	92.3	66,877	0	8,123	36,704	77.9	
40 418	CONTRACTED CLEANING	8,485.70	299,999	97.2	291,513	15,418	8,903	300,000	97.0	
TOTAL - SALARY & BEN - CLEANER		450,031.45	5,221,711	91.4	4,771,679	15,418	591,733	4,893,822	87.9	
SALARY & BEN - CLERICAL										
40 112	CLERICAL	12,668.37	139,282	90.9	126,614	0	14,416	135,226	89.3	
40 212	BENEFITS - CLERICAL	21,418.06	33,657	36.4	12,239	0	3,637	33,091	89.0	
TOTAL - SALARY & BEN - CLERICAL		34,086.43	172,939	80.3	138,853	0	18,053	168,317	89.3	
PROFESSIONAL DEVELOPMENT										
40 317	PROFESSIONAL DEVELOPMENT (NT)	120.00	9,000	98.7	8,880	0	2,735	9,000	69.6	
40 318	PROF. MEMBERSHIPS	761.24	1,000	23.9	239	0	0	1,000	100.0	
TOTAL - PROFESSIONAL DEVELOPM		881.24	10,000	91.2	9,119	0	2,735	10,000	72.7	
SUPPLIES & SERV - UTILITIES										
40 341	HYDRO	148,672.64	2,300,000	93.5	2,151,327	8	138,478	2,300,000	94.0	
40 343	HEATING - GAS	13,191.94	1,500,000	99.1	1,486,808	0	16,461	1,800,000	99.1	
40 346	WATER & SEWAGE	36,582.88	400,000	90.9	363,417	6	31,684	400,000	92.1	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - SUPPLIES & SERV - UTILITIE	198,447.46	4,200,000	95.3	4,001,552	14	186,623	4,500,000	95.9
SUPPLIES & SERV - PLANT OPERATIONS								
40 325 COMPUTER SOFTWARE/CD ROM	0.00	40,000	100.0	40,000	0	0	40,000	100.0
40 361 TRAVEL EXPENSE	4,375.80	30,000	85.4	25,624	0	7,042	25,000	71.8
40 370 VEHICLE FUEL	0.00	0	0.0	0	0	19	0	0.0
40 371 CLEANING PRODUCTS	30,387.70	435,000	93.0	404,612	6,601	27,826	360,000	92.3
40 372 CLEANING TOOLS	0.00	10,000	100.0	10,000	0	3,167	10,000	68.3
40 373 TOILET PAPER	0.00	0	0.0	0	0	9,272	95,000	90.2
40 375 UNIFORMS	187.03	20,000	99.1	19,813	2	15,905	0	0.0
40 376 LIGHTING	0.00	5,000	100.0	5,000	1	0	5,000	100.0
40 379 REPAIRS - HEALTH & SAFETY	4,766.04	45,000	89.4	40,234	25,717	2,469	75,000	96.7
40 380 REPAIRS - EQUIPMENT	5,455.33	70,000	92.2	64,545	77	8,279	70,000	88.2
40 407 CELLULAR	514.17	10,000	94.9	9,486	0	334	10,000	96.7
40 408 NETWORK SYSTEM	91.89	0	0.0	92-	0	183	0	0.0
40 410 OFFICE SUPPLIES & SERVICES	6,377.52	5,000	27.6-	1,378-	105	1,286	5,000	74.3
40 417 SECURITY & SURVIELANCE	3,034.62	60,000	94.9	56,965	4,480	1,092	20,000	94.5
40 420 HOSPITALITY	244.69	2,500	90.2	2,255	0	50	2,500	98.0
40 440 VEHICLE MAINTENANCE & SUPPLIES	0.00	0	0.0	0	0	10	0	0.0
TOTAL - SUPPLIES & SERV - PLANT	55,434.79	732,500	92.4	677,064	36,983	76,934	717,500	89.3
SUPPLIES & SERVICES - GROUNDS								
40 385 GRASS CUTTING	6,030.93	110,000	94.5	103,969	672	21,047	110,000	80.9
40 386 SNOW PLOWING	0.00	580,000	100.0	580,000	0	0	580,000	100.0
40 388 GARBAGE DISPOSAL	12,434.21	140,000	91.1	127,566	9	1,172	140,000	99.2
TOTAL - SUPPLIES & SERVICES - GR	18,465.14	830,000	97.8	811,535	681	22,219	830,000	97.3
F & E - PLANT OPERATIONS								
40 551 ADDITIONAL - FURNITURE	0.00	25,000	100.0	25,000	0	0	20,000	100.0
40 552 ADDITIONAL - COMPUTERS	0.00	1,500	100.0	1,500	0	0	1,500	100.0
40 610 RENTAL/LEASE - INSTRUCT. ACCOM	0.00	500,000	100.0	500,000	0	0	0	0.0
40 630 RENTAL/LEASE - OTHER	6,342.51	50,000	87.3	43,657	31,850	6,150	50,000	87.7
TOTAL - F & E - PLANT OPERATIONS	6,342.51	576,500	98.9	570,157	31,850	6,150	71,500	91.4
FEES & CONTRACTS								
40 653 PROFESSIONAL FEES	0.00	60,000	100.0	60,000	2,238	1,812	10,000	81.9
40 665 RECYCLING	0.00	20,000	100.0	20,000	0	2,197	20,000	89.0
40 671 PROPERTY INSURANCE	0.00	190,000	100.0	190,000	0	0	190,000	100.0
40 672 LIABILITY INSURANCE	0.00	340,000	100.0	340,000	0	0	340,000	100.0
41 680 LIFTING DEVICES	0.00	0	0.0	0	1	0	0	0.0
TOTAL - FEES & CONTRACTS	0.00	610,000	100.0	610,000	2,239	4,009	560,000	99.3

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

PLANT OPERATIONS

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - PLANT OPERATIONS	1,645,182.61	17,465,897	90.6	15,820,713	173,467	1,641,292	16,631,386	90.1

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - MANAGERS										
SALARY & BEN - MANAGERS										
41 103	DEPARTMENT MANAGERS	25,513.34	276,021	90.8	250,508	0	22,195	268,127	91.7	
41 111	COORDINATORS	46,727.53	187,460	75.1	140,732	0	45,163	182,001	75.2	
41 203	BENEFITS - DEPT. MANAGERS	4,119.47	64,701	93.6	60,582	0	4,332	62,696	93.1	
41 211	BENEFITS - COORD.	10,563.82	43,943	76.0	33,379	0	9,923	42,558	76.7	
TOTAL - SALARY & BEN - MANAGERS		86,924.16	572,125	84.8	485,201	0	81,613	555,382	85.3	
SALARY & BENEFITS - TECHNICAL										
41 110	TECHNICAL & OPERATIONS	112,566.01	700,000	83.9	587,434	0	101,682	700,000	85.5	
41 210	BENEFITS - TECHNICAL STAFF	26,629.00	164,085	83.8	137,456	0	22,873	163,676	86.0	
TOTAL - SALARY & BENEFITS - TECH		139,195.01	864,085	83.9	724,890	0	124,555	863,676	85.6	
SALARY & BEN - CLERICAL										
41 112	CLERICAL	13,488.49	52,448	74.3	38,960	0	6,142	42,448	85.5	
41 212	BENEFITS - CLERICAL	2,746.28	12,297	77.7	9,551	0	1,646	9,925	83.4	
TOTAL - SALARY & BEN - CLERICAL		16,234.77	64,745	74.9	48,511	0	7,788	52,373	85.1	
SALARY & BEN - TEMPORARY										
41 114	STUDENT HELP	1,480.38	20,000	92.6	18,520	0	740	20,000	96.3	
41 115	TEMPORARY ASSISTANT	2,087.25	0	0.0	2,087	0	0	10,000	100.0	
41 214	BENEFITS - STUDENT HELP	118.00	1,494	92.1	1,376	0	157	1,485	89.4	
41 215	BENEFITS - TEMP ASSISTANT	314.83	0	0.0	315	0	0	742	100.0	
TOTAL - SALARY & BEN - TEMPORAR		4,000.46	21,494	81.4	17,494	0	897	32,227	97.2	
PROFESSIONAL DEVELOPMENT										
41 317	PROFESSIONAL DEVELOPMENT (NT)	0.00	500	100.0	500	0	0	500	100.0	
41 318	PROF. MEMBERSHIPS	556.92	7,000	92.0	6,443	0	1,331	7,000	81.0	
TOTAL - PROFESSIONAL DEVELOPM		556.92	7,500	92.6	6,943	0	1,331	7,500	82.3	
SUPPLIES & SERV - PLANT OPERATIONS										
40 377	INTRUSION ALARMS	5,750.13	150,000	96.2	144,250	102,637	4,605	175,000	97.4	
40 378	FIRE SAFETY	1,952.28	300,000	99.4	298,048	23	3,193	325,000	99.0	
TOTAL - SUPPLIES & SERV - PLANT		7,702.41	450,000	98.3	442,298	102,660	7,798	500,000	98.4	
SUPPLIES & SERVICES - GROUNDS										
40 381	ASPHALT/CONCRETE	0.00	45,000	100.0	45,000	0	80	45,000	99.8	
40 382	FENCING	0.00	20,000	100.0	20,000	0	112	20,000	99.4	
40 383	LANDSCAPING	1,011.38	100,000	99.0	98,989	6	1,209	100,000	98.8	
40 384	DRAINAGE	9,735.86	70,000	86.1	60,264	1,131	7,948	50,000	84.1	
40 387	PLAYGROUND EQUIPMENT	0.00	10,000	100.0	10,000	0	10,000	10,000	0.0	
40 389	LINE MARKING	2,857.42	30,000	90.5	27,143	2	0	30,000	100.0	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

PLANT MAINTENANCE

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
TOTAL - SUPPLIES & SERVICES - GR	13,604.66	275,000	95.1	261,396	1,139	19,349	255,000	92.4
SUPPLIES & SERV - PLANT MAINT.								
41 361 TRAVEL EXPENSE	1,785.60	9,000	80.2	7,214	0	1,944	9,000	78.4
41 370 VEHICLE FUEL	3,710.53	62,000	94.0	58,289	0	4,189	62,000	93.2
41 401 REPAIRS - F & E	0.00	5,000	100.0	5,000	0	0	5,000	100.0
41 405 TELEPHONE - VOICE	394.09	0	0.0	394	0	416	0	0.0
41 407 CELLULAR	3,380.14	35,000	90.3	31,620	0	4,558	35,000	87.0
41 408 NETWORK SYSTEM	510.80	0	0.0	511	0	1,096	0	0.0
41 410 OFFICE SUPPLIES & SERVICES	331.00	5,000	93.4	4,669	0	125	5,000	97.5
41 440 VEHICLE MAINTENANCE & SUPPLIES	10,126.87	80,000	87.3	69,873	1	9,204	80,000	88.5
TOTAL - SUPPLIES & SERV - PLANT	20,239.03	196,000	89.7	175,760	1	21,532	196,000	89.0
SUPPLIES & SERVICES- BUILDING MTC.								
41 430 SCHOOL GENERAL MAINTENANCE	3,302.38	100,000	96.7	96,698	3,136	6,607	100,000	93.4
41 431 GENERAL REPAIRS	9,162.66	50,000	81.7	40,837	15,230	498	50,000	99.0
41 458 P.A. & TELEPHONE SYSTEMS	0.00	10,000	100.0	10,000	5	0	10,000	100.0
41 459 CLOCK SYSTEMS	0.00	5,000	100.0	5,000	0	0	5,000	100.0
41 460 H.V.A.C.	6,023.05	175,000	96.6	168,977	4,247	7,155	200,000	96.4
41 461 BOILER REPAIR	750.88	30,000	97.5	29,249	3	100	30,000	99.7
41 462 ELECTRICAL REPAIR	29,946.60	175,000	82.9	145,053	2,582	27,094	200,000	86.5
41 463 ROOFING	4,076.18	30,000	86.4	25,924	3	70	30,000	99.8
41 464 WINDOW GLASS & FRAME	2,686.53	45,000	94.0	42,313	8	139	45,000	99.7
41 465 PLUMBING	6,311.02	100,000	93.7	93,689	20	5,314	100,000	94.7
41 466 PAINTING	4,812.13	10,000	51.9	5,188	17	2,010	10,000	79.9
41 467 PORTABLES	0.00	30,000	100.0	30,000	7	508	30,000	98.3
41 468 FLOOR & CEILING	438.57	20,000	97.8	19,561	967	64	20,000	99.7
41 469 HARDWARE	4,969.33	100,000	95.0	95,031	21	3,337	100,000	96.7
41 470 CARPENTRY	2,388.71	25,000	90.4	22,611	14	844	25,000	96.6
41 471 DRAPERY	0.00	10,000	100.0	10,000	5	0	10,000	100.0
41 472 MASONRY	0.00	10,000	100.0	10,000	0	0	10,000	100.0
41 473 TOOLS	195.17	20,000	99.0	19,805	0	16	20,000	99.9
TOTAL - SUPPLIES & SERVICES- BUI	75,063.21	945,000	92.1	869,936	26,265	53,756	995,000	94.6
F & E - PLANT MAINTENANCE								
41 551 ADDITIONAL - FURNITURE	0.00	30,000	100.0	30,000	0	0	30,000	100.0
41 552 ADDITIONAL - COMPUTERS	0.00	1,500	100.0	1,500	0	0	1,500	100.0
TOTAL - F & E - PLANT MAINTENANC	0.00	31,500	100.0	31,500	0	0	31,500	100.0
FEES & CONTRACTS								
41 653 PROFESSIONAL FEES	0.00	25,000	100.0	25,000	0	41,275	10,000	12.8

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

TRANSPORTATION DEPARTMENT

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE				
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL		
SALARY & BEN - MANAGERS										
SALARY & BEN - MANAGERS										
50 103	DEPARTMENT MANAGERS	9,835.23	95,882	89.7	86,047	0	9,556	93,174	89.7	
50 203	BENEFITS - DEPT. MANAGERS	2,016.20	15,188	86.7	13,172	0	1,962	14,356	86.3	
TOTAL - SALARY & BEN - MANAGERS		11,851.43	111,070	89.3	99,219	0	11,518	107,530	89.3	
SALARY & BENEFITS - TECHNICAL										
50 110	TECHNICAL & OPERATIONS	8,060.64	139,936	94.2	131,875	0	7,831	135,984	94.2	
50 210	BENEFITS - TECHNICAL STAFF	2,030.96	22,168	90.8	20,137	0	1,936	20,952	90.8	
TOTAL - SALARY & BENEFITS - TECH		10,091.60	162,104	93.8	152,012	0	9,767	156,936	93.8	
SALARY & BEN - CLERICAL										
50 112	CLERICAL	0.00	15,856	100.0	15,856	0	0	0	0.0	
50 115	TEMPORARY ASSISTANT	0.00	27,442	100.0	27,442	0	0	17,923	100.0	
50 212	BENEFITS - CLERICAL	0.00	2,512	100.0	2,512	0	0	0	0.0	
50 215	BENEFITS - TEMP ASSISTANT	0.00	1,394	100.0	1,394	0	0	858	100.0	
TOTAL - SALARY & BEN - CLERICAL		0.00	47,204	100.0	47,204	0	0	18,781	100.0	
SUPPLIES & SERV - BUSINESS ADMIN.										
50 317	PROFESSIONAL DEVELOPMENT (NT)	0.00	2,554	100.0	2,554	0	0	2,557	100.0	
50 325	COMPUTER SOFTWARE/CD ROM	0.00	10,300	100.0	10,300	0	0	16,041	100.0	
50 361	TRAVEL EXPENSE	0.00	2,266	100.0	2,266	0	0	2,268	100.0	
50 407	CELLULAR	21.93	6,262	99.7	6,240	0	27	6,268	99.6	
50 410	OFFICE SUPPLIES & SERVICES	0.00	15,728	100.0	15,728	0	0	3,505	100.0	
50 611	RENTAL/LEASE - NON INSTRUCT AC	0.00	32,713	100.0	32,713	0	0	32,743	100.0	
TOTAL - SUPPLIES & SERV - BUSINE		21.93	69,823	100.0	69,801	0	27	63,382	100.0	
FURNITURE & EQUIPMENT										
50 551	ADDITIONAL - FURNITURE	0.00	1,566	100.0	1,566	0	0	1,567	100.0	
50 552	ADDITIONAL - COMPUTERS	0.00	90,187	100.0	90,187	0	0	10,309	100.0	
TOTAL - FURNITURE & EQUIPMENT		0.00	91,753	100.0	91,753	0	0	11,876	100.0	
FEES & CONTRACTS										
50 685	TRANSPORTATION CONTRACTS	584,834.69	6,891,554	91.5	6,306,719	7	493,376	9,137,037	94.6	
50 691	SHARED ROUTES - D.S.B.N.	234,434.47	1,943,772	87.9	1,709,338	0	87,296	0	0.0	
50 692	NIAGARA FALLS TAXI	8,920.98	50,000	82.2	41,079	0	1,272	0	0.0	
50 694	5-O TAXI	13,986.30	187,487	92.5	173,501	0	6,018	237,487	97.5	
50 696	SCHOOL TO SCHOOL	45,846.55	908,078	95.0	862,231	3	30,580	908,078	96.6	
TOTAL - FEES & CONTRACTS		888,022.99	9,980,891	91.1	9,092,868	10	618,542	10,282,602	94.0	
TOTAL - TRANSPORTATION DEPART		909,987.95	10,462,845	91.3	9,552,857	10	639,854	10,641,107	94.0	

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED ENDED: OCTOBER 31, 2010

CAPITAL AND OTHER EXPENDITURES

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
GOOD PLACES TO LEARN								
GOOD PLACES TO LEARN								
46 753 DEBENTURE PRINCIPAL	0.00	708,559	100.0	708,559	0	0	676,069	100.0
46 754 DEBENTURE INTEREST	0.00	1,287,688	100.0	1,287,688	0	0	1,320,010	100.0
46 757 COST OF ISSUING DEBENTURE	0.00	7,199	100.0	7,199	0	0	7,366	100.0
TOTAL - GOOD PLACES TO LEARN	0.00	2,003,446	100.0	2,003,446	0	0	2,003,445	100.0
FACILITY RENEWAL PROJECTS								
42 764 MAJOR ALTERATION PROJECTS	65,017.01	3,534,543	98.2	3,469,526	30,344	10,801	2,040,431	99.5
TOTAL - FACILITY RENEWAL PROJE	65,017.01	3,534,543	98.2	3,469,526	30,344	10,801	2,040,431	99.5
DEBT CHARGES BEFORE MAY, 1998								
45 751 DEBENTURE PRINCIPAL	283,000.00	701,000	59.6	418,000	0	261,000	612,000	57.4
45 752 DEBENTURE INTEREST	30,720.75	405,406	92.4	374,685	0	34,458	478,431	92.8
TOTAL - DEBT CHARGES BEFORE M	313,720.75	1,106,406	71.7	792,685	0	295,458	1,090,431	72.9
DEBT CHARGES AFTER MAY, 1998								
45 754 DEBENTURE INTEREST	0.00	100,000	100.0	100,000	0	0	117,487	100.0
TOTAL - DEBT CHARGES AFTER MAY	0.00	100,000	100.0	100,000	0	0	117,487	100.0
NEW PUPIL PLACES								
43 610 RENTAL/LEASE - INSTRUCT. ACCOM	0.00	0	0.0	0	520,365	0	508,637	100.0
43 753 DEBENTURE PRINCIPAL	650,792.74	1,565,602	58.4	914,809	0	612,578	1,476,716	58.5
43 754 DEBENTURE INTEREST	409,286.32	3,435,058	88.1	3,025,772	0	414,424	3,525,769	88.3
43 759 BUILDINGS	0.00	0	0.0	0	0	0	282,102	100.0
TOTAL - NEW PUPIL PLACES	1,060,079.06	5,000,660	78.8	3,940,581	520,365	1,027,002	5,793,224	82.3
PROVISION FOR RESERVES								
60 731 RESERVES - WORKING CAPITAL	0.00	0	0.0	0	0	0	1,000,000	100.0
TOTAL - PROVISION FOR RESERVES	0.00	0	0.0	0	0	0	1,000,000	100.0
TOTAL - CAPITAL AND OTHER EXPEN	1,438,816.82	11,745,055	87.8	10,306,238	550,709	1,333,261	12,045,018	88.9

NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
UPDATED UNAUDITED EXPENDITURE STATEMENT - OPEN
FOR THE PERIOD ENDED: OCTOBER 31, 2010

ACCOUNT	THIS YEAR TO DATE					LAST YEAR TO DATE		
	EXPENDED	BUDGET	% AVAIL	\$ AVAIL	COMMIT	EXPENDED	BUDGET	% AVAIL
GRAND TOTAL-	38,227,806.00	239,079,974	84.0	200,852,168	3,069,561	35,849,973	230,111,033	84.4

Prepared by : William Tumath
 Finance Department

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

TOPIC: CAPITAL PROJECT PROGRESS REPORT

The Capital Project Progress Report
is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: November 9, 2010



NIAGARA CATHOLIC
DISTRICT SCHOOL BOARD

REPORT TO THE COMMITTEE OF THE WHOLE TUESDAY NOVEMBER 9, 2010

CAPITAL PROJECTS PROGRESS REPORT

BACKGROUND INFORMATION

Individual progress reports for capital projects are presented as follows:

In Progress

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

The Capital Projects Progress Report is presented for information.

Prepared by: James Woods, Controller of Plant
Presented by: James Woods, Controller of Plant
Approved by: John Crocco, Director of Education
Date: November 9, 2010



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX A

BLESSED TRINITY SECONDARY SCHOOL, GRIMSBY

Scope of Project:

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

Current Status:

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



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Contract, Phase 1	1,435,925	1,210,064	1,435,925
Contract, Phase 2	7,873,905	0	7,873,905
Fees & Disbursements	880,000	194,698	880,000
Furniture & Equipment	700,085	0	700,085
Other Project Costs	440,000	117,575	440,000
	\$11,329,915	\$1,522,337	\$11,329,915

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX B

OUR LADY OF FATIMA CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Scope of Project:

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



Current Status:

The building is open and in use. Some finishes and landscaping are yet to be completed. Tenders have been requested for the Cyber Quest renovations. Solar Panels will be tendered in January.

Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	6,129,986	5,495,822	6,129,986
Fees & Disbursements	489,000	647,687	582,958
Furniture & Equipment	139,300	798	139,300
Solar PV System	949,373	0	949,373
Other Project Costs	415,226	381,614	415,226
	\$8,122,885	\$6,525,921	\$8,216,843

Project Timelines:

	<u>Scheduled Completion</u>	<u>Actual Completion</u>
Funding Approval	7 September 2007	7 September 2007
Architect Selection	28 November 2007	28 November 2007
Design Development	27 February 2009	27 February 2009
Contract Documents	May 2009	22 May 2009
Tender	16 June 2009	16 June 2009
Construction	20 August 2010	3 September 2010
Occupancy	7 September 2010	7 September 2010
Official Opening & Blessing	30 November 2010	

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX C

OUR LADY OF VICTORY CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Footings and foundations are complete and concrete block walls are in progress.



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	4,321,000	245,288	4,321,000
Fees & Disbursements	554,700	383,162	554,700
Furniture & Equipment	119,500	0	119,500
Other Project Costs	689,572	76,855	689,572
	\$5,684,772	\$705,305	\$5,684,772

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX D

ST. ANDREW CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Footings and foundations are complete. Floor Slabs and concrete block walls are in progress.



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	948,588	0	948,588
Fees & Disbursements	66,000	72,025	66,000
Furniture & Equipment	25,000	4,836	25,000
Other Project Costs	90,044	89,395	90,044
	\$1,129,632	\$166,256	\$1,129,632

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX E

ST. ANTHONY CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

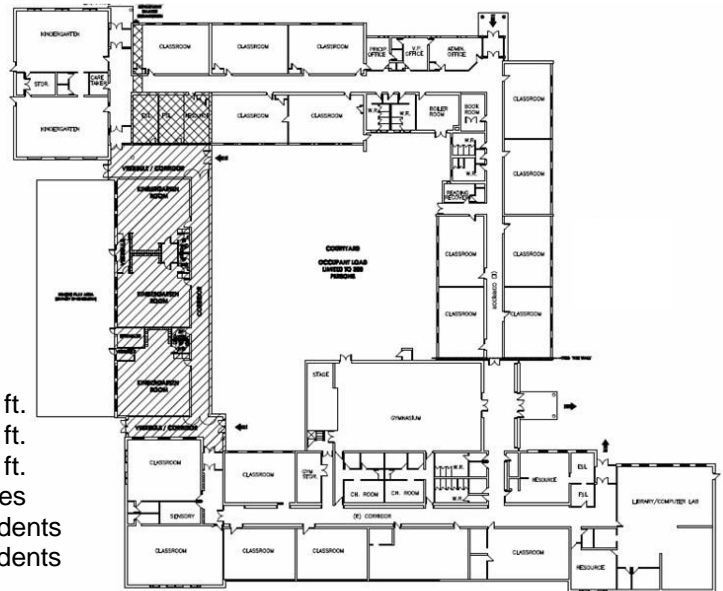
Design and construction of 3 new classrooms for Early Learning, plus renovations to provide 2 additional general classrooms within the existing building.

Current Status:

The architects are preparing contract documents for tender in February.

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Committed	Forecast
Construction Contract	1,200,000	0	1,200,000
Fees & Disbursements	147,000	43,007	147,000
Furniture & Equipment	25,000	0	25,000
Other Project Costs	140,000	0	140,000
	\$1,512,000	\$43,007	\$1,512,000

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX F

ST. AUGUSTINE CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

Block walls, floor slabs and concrete curbs are complete. The roof deck is in place. Insulation and windows will be installed in the next few weeks.



Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	858,000	373,857	858,000
Fees & Disbursements	104,000	86,076	104,000
Furniture & Equipment	30,000	0	30,000
Other Project Costs	135,182	13,237	135,182
	<u>\$1,127,182</u>	<u>\$473,170</u>	<u>\$1,127,182</u>

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX G

ST. JOSEPH CATHOLIC ELEMENTARY SCHOOL, GRIMSBY

Scope of Project:

Design and construction of a replacement school facility under the Prohibitive to Repair program.

The new facility will be constructed on the existing site while the existing building continues to function. The existing building will be demolished and the site will be restored during the summer months prior to occupancy of the new facility.



Current Status:

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

Project Information:

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

Project Funding:

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

Project Costs:

	Budget	Paid	Forecast
Construction Contract	5,473,472	4,603,721	5,473,472
Fees & Disbursements	441,300	569,747	532,750
Furniture & Equipment	94,200	46,962	100,000
Solar PV System	0	0	1,240,000
Other Project Costs	296,125	298,701	296,125
	\$6,305,097	\$5,519,131	\$7,642,347

Project Timelines:

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

Project Team:

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



**NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
CAPITAL PROJECT PROGRESS REPORT
NOVEMBER 9, 2010**

APPENDIX H

ST. MARK CATHOLIC ELEMENTARY SCHOOL

Scope of Project:

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

Current Status:

The architects are preparing contract documents for tender in February.

Project Information:

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



Project Funding:

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

Project Costs:

	Budget	Committed	Forecast
Construction Contract	1,800,000		1,800,000
Fees & Disbursements	200,000	96,308	200,000
Furniture & Equipment	50,000		50,000
Other Project Costs	250,000	6,926	250,000
	\$2,300,000	\$102,391	\$2,300,000

Project Timelines:

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

Project Team:

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

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

**TOPIC: TRUSTEE INFORMATION
SPOTLIGHT ON NIAGARA CATHOLIC – OCTOBER 26, 2010**



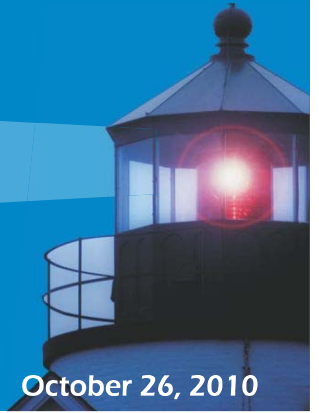
Spotlight

on NIAGARA CATHOLIC

Nurturing Souls & Building Minds

www.niagaracatholic.ca

October 26, 2010



Niagara Catholic Students, Staff, Supporters Participate in 35th Annual Pilgrimage



Blessed Trinity Catholic Secondary School
Walk for Las Pajas, Dominican Republic

Thousands of members of the Niagara Catholic family journeyed across Niagara on Sunday, participating in the 35th Annual Pilgrimage. Staff and students from Niagara Catholic's eight secondary schools were joined by family members, Senior Staff, trustees and many Grade 8 students from their families of schools, as they enjoyed a brisk walk on a beautiful fall day. The Pilgrimage supports mission projects in a number of developing countries around the world, including Haiti, Rwanda, the Dominican Republic, Dominica, Guatemala and Peru. Last year's Pilgrimage raised \$202,000, bringing the total amount raised to \$5.4 million. The 2010 total will be announced in early November. More photos are on niagaracatholic.ca and the Niagara Catholic Facebook



Lakeshore Catholic High School - Missions in Dominica



Denis Morris Catholic High School
Missions in Guatemala and Haiti
Holy Cross Catholic Secondary School
Missions in Haiti
St. Francis Catholic Secondary School
The Saint Marc School in Haiti



Notre Dame College School
Missions in the Dominican Republic and Peru.



Saint Michael Catholic High School
Hope for Rwanda Children's Fund
Saint Paul Catholic High School
École Ste. Croix in Haiti

New Trustees Elected for 2010-2014

Niagara Catholic will have four new Trustees for the term from December 2010 - December 2014, following the October 25th Municipal Election.

Rihanon Burkholder and Ted O'Leary were elected to represent Niagara Catholic supporters from Thorold/Merriton and Welland. In both municipalities, the incumbent candidates, Tony Scalzi and John Belcastro, did not seek re-election.

! The results from the remainder of Niagara are as follows:

Grimsby/ Lincoln/ West Lincoln/ Pelham:

! Father Paul MacNeil (N)

Lakeshore (Fort Erie, Port Colborne and Wainfleet):

! Dino Sicoli (N)

Niagara Falls/ NOTL:

! Frank Fera (I), Ed Nieuwesteeg (I)

St. Catharines:

! Kathy Burtnik (I), Maurice Charbonneau (I)

(I) indicates incumbent; (N) indicates new trustee

The new Niagara Catholic Board will be installed at the Inaugural Meeting of the Board at Saint Michael Catholic High School in Niagara Falls on December 7th, 2010.

Niagara Catholic Students Part Of New Winter Festival of Lights Display

Niagara Catholic has partnered with the Diocese of St. Catharines to provide a Christian-themed display for the CAA Winter Festival of Lights (WFOL).

The display, titled Journey to Bethlehem, was announced by WFOL General Manager Dino Fazio during a CAA Winter Festival of Lights' media conference in Niagara Falls on October 20th.

Mr. Fazio said what makes the new Journey to Bethlehem display extra special is the fact that students have had a hand in creating it.

Students from Lakeshore Catholic, Denis Morris Catholic and Notre Dame College School have been working with Hall Manufacturing of Niagara Falls to create the display. The students are enrolled in Manufacturing and Construction Specialist High Skills Major Programs.

Journey to Bethlehem will join a Menorah and the Festival's Pilgrimage to Mecca displays as part of its Religions of the World Illumination Area in Queen Victoria Park, south of Clifton Hill.

The new display has been installed at Queen Victoria Park and is ready to be lit during the CAA Winter Festival of Lights' Opening Ceremony on November 6th.

A special ceremony will be held to commemorate this partnership.

St. Charles Students Recite Pledge During School Excellence Presentation



Every morning, staff and students at St. Charles Catholic Elementary School recite the school pledge: "God made me. I have the right to be safe, strong and free. I agree you have the right to be safe, strong and free. I will respect you. You will respect me. Together with God, St. Charles will be safe, strong and free." The pledge was written by teacher Mrs. Vicky Gauley, in consultation with St. Charles students.

At left, St. Charles students Coulter Naphin (Grade 1), Ava Naphin (Grade 3), Alexis Bowman (Grade 2), Emma Patterson (JK) and future St. Charles student, two-year-old Nicky Patterson recite the Pledge in front of St. Charles' School Excellence Program display in the foyer of the Catholic Education Centre.

Announcement!

To accommodate the celebration of the installation of

Bishop Gerard Bergie,

the November 9th meeting of the

Committee of the Whole

will take place at 1 p.m.

Board Approves Revised By-Laws

Trustees have approved By-Laws governing the Niagara Catholic District School Board.

The By-Laws address the Board's name, Mission Statement and organizational structure. The By-Laws set out the duties of Board officials, the procedure governing Board and Committee meetings, order of business, delegations, rules of order, special meetings, motions and debate, conflict of interest and code of conduct.

School Excellence Program

FOCUS on

St. Charles Catholic Elementary School

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

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

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

St. Charles Catholic Elementary school was built on Whyte Avenue in Thorold in January, 1951. The three-acre parcel of land was donated by the family of Charles Urlocker. Members of the Urlocker family have served Catholic education in Niagara for many years, as teachers and administrators. In honour of Mr. Urlocker, the school was named for St. Charles Borromeo, who was a nephew of Pope Pius IV and was responsible for significant reforms in the Catholic Church.

Sister Francis Hayes was the first principal of St. Charles. She was one of 30 members of the Sisters of St. Joseph who served as teachers and administrators at St. Charles.

Originally, students in Grades 5 - 8 attended class at St. Charles. Today, it is a place where more than 380 students in the Early Learning Kindergarten through Grade 3 get a solid foundation in their educations. Full-day learning is available to all students, including ones in the Early Learning and Senior Kindergarten programs.

Principal Kim Kuchar, staff and selected students attended the October 26th Board meeting to share the great things happening at St. Charles with trustees and senior staff.

Teachers at St. Charles continually strive to help students meet and surpass in-school and Niagara Catholic student achievement benchmarks. A balanced, daily, literacy and numeracy program focuses on guided reading and answering a variety of different styles of questions.

In the case of both literacy and numeracy, Mrs. Kuchar said the goal is to increase student achievement by two per cent by June, 2011.

Students at St. Charles are active supporters of organizations in their local community and around the world. Students participate in the annual Terry Fox Run, Kids Helping Kids campaign and the Holy Childhood



The Lenten Season is an important time at St. Charles Catholic Elementary School in Thorold.

Above: Parent volunteers, who play an important role in the home-school-parish triad, serve pancakes on Shrove Tuesday.

Below: Fr. Kessert administers ashes during the school's Ash Wednesday Mass.





Top: Students at St. Charles Catholic Elementary School in Thorold are active participants in the annual Terry Fox Run.

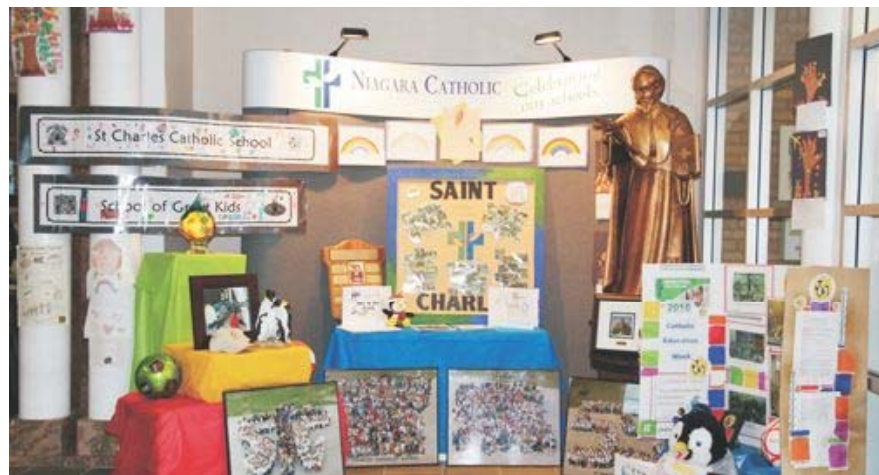
Centre: St. Charles caught Olympic fever earlier this year when the Olympic torch - and Olympic Torch Bearer Hugh Ahern, stopped by the school for a visit.

Below: St. Charles' School Excellence Display insider the foyer of the Catholic Education Centre.



We, at St. Charles, have created an "Edu-Sphere", where our students, fueled by words and numbers, take their first steps to meeting their maximum potential.

- St. Charles School Motto



Walk. They raise funds for Wells of Hope, and collect items for its sister organization, Packs of Hope. An annual penny drive supports the Pediatric ward at St. Catharines General Hospital and students are also active in community events such as Remembrance Day services, the Tree of Lights lighting ceremony and brings some faith-based spirit to the city's Santa Claus Parade.

In keeping with the city's strong Italian culture, Italian language classes are taught at the school each Saturday throughout the school year.

St. Charles school has a strong connection with Holy Rosary Catholic Church. Staff and students hold food drives for the parish's St. Vincent de Paul society, and a weekly Rosary Prayer Circle is held with the Legion of Mary at Holy Rosary Church.

As part of the school's "Year of the Priest" celebration, the courtyard at St. Charles was dedicated to Monsignor Dominic Pizzacalla, Vicar General of Diocese of St. Catharines, who is a graduate of the school.

Although primary students do not participate in interschool competitions, Grade 3 students at St. Charles have an annual tradition of participating in a chess tournament with Grade 3 students at St. Thomas More Catholic Elementary School in Niagara Falls, which is also for students in the Early Learning Kindergarten program through Grade 3. Grade 3 students also take part in an annual talent show, water festival and, graduation celebration.

St. Charles has an active EcoTeam and received a Silver medal for their conservation efforts through the Ontario EcoSchools Program.

Senior Kindergarten students participate in an annual car show, where they build a car of their own design. The Senior Kindergarten choir sings at Versa Care, the school choir sings in the Pen Centre's annual Choir Fest event, and students of all grades enjoy the various Family Literacy Day activities.

**TO: NIAGARA CATHOLIC DISTRICT SCHOOL BOARD
COMMITTEE OF THE WHOLE
PUBLIC SESSION
NOVEMBER 9, 2010**

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

November 2010

SUN

MON





TUE

WED

THU

FRI

SAT

1	All Saints' Day	2	All Souls' Day	3	SEAC Mtg Take our Kids to Work Day	4		5		6	Int'l Day for Preventing the Exploitation of the Environment—UN
7	Daylight Savings Time ends 	8	Celebrating Junior Artists 2010 Gala	9	CW Mtg * 1:00 pm Installation of Bishop Bergie	10		11	Remembrance Day 	12	Random Acts of Kindness Day
14	Restorative Justice Week 14—21	15	Bullying Awareness & Prevention Week in Ontario	16		17		18		19	
21		22		23	Policy Committee 5:00 pm Board Mtg	24	Official Blessing & Opening of St. Joseph, Gr 7:00 pm	25	Intn'l Day for the Elimination of Violence against Women	26	
28	First Sunday of Advent 	29		30	Official Blessing & Opening of Our Lady of Fatima, Gr 7:00 pm	20	National Child Day 	27			



Niagara Catholic District School Board

Events posted at www.niagaracatholic.ca

How YOU will Remember?
VETERANS' WEEK
 November 5-11