



Board Meeting
Tuesday, December 13, 2016 ♦ 7:00 p.m.
Boardroom

Members: Trustees:

Rick Petrella (Chair), Dan Dignard (Vice Chair), Cliff Casey, Bill Chopp, Carol Luciani, Bonnie McKinnon, Rosalin Dubois (Student Trustee)

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

1.2 Attendance

1.3 Approval of the Agenda

Pages 1-2

1.4 Declaration of Interest

1.5 Approval of Board Meeting Minutes – November 22, 2016

Pages 3-6

Approval of Annual Board Meeting Minutes – December 6, 2016

Pages 7-8

1.6 Business Arising from the Minutes

2. Presentations - Nil

3. Delegations – Nil

4. Consent Agenda

4.1 Unapproved Friends of the Educational Archives Committee Meeting Minutes -
October 18, 2016

Pages 9-10

4.2 Unapproved Catholic Education Advisory Committee Meeting Minutes -
November 9, 2016

Pages 11-13

4.3 Unapproved Special Education Advisory Committee Meeting Minutes -
November 15, 2016

Pages 14-16

4.2 Unapproved Communications and Information Technology Committee Meeting -
November 22, 2016

Pages 17-19



5. Committee and Staff Reports

5.1 Trustee Expenses Online Pages 20-21
Presenter: Thomas R. Grice, Superintendent of Business and Treasurer

5.2 Student Trustee Update Page 22
Presenter: Rosalin Dubois, Student Trustee

6. Information and Correspondence

6.1 Director's Annual Report: 2015-16

6.2 Letter from the Minister of Justice and Attorney General of Canada dated Pages 23-24
November 18, 2016 in response to the Board's letter of March 29, 2016 regarding
medically-assisted death.

7. Notices of Motion

8. Trustee Inquiries

9. Business In-camera

207. (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,
- a. The security of the property of the board;
 - b. The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil 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.

10. Report on the In-Camera Session

11. Future Meetings and Events Pages 25-26

12. Closing Prayer

*Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board, and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. **Amen***

13. Adjournment



Board Meeting
Tuesday, November 22, 2016 ♦ 7:00 pm
Boardroom

Trustees:

Present: Rick Petrella (Chair), Cliff Casey (Vice Chair), Bill Chopp, Dan Dignard, Carol Luciani, Bonnie McKinnon, Rosalin Dubois (Student Trustee)

Absent:

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Chopp.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the November 22, 2016 meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Board Meeting Minutes – October 25, 2016

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 25, 2016 Board meeting.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations

Trustee McKinnon expressed the Board's appreciation to staff who organized and provided the inspirational and spirited music at the 2016 provincial *When Faith Meets Pedagogy* (WFMP) Conference. She commented that the Board's spiritual theme, "Love Tenderly" was exemplified by our Music Ministers, whose performance surpassed any of previous years. Chair Petrella then presented certificates of appreciation to: Franco Petrella (member of the WFMP Liturgy Sub-Committee and Production Manager); Steve Glowala and Chris Rait (conductors and musicians); Jamie Marriott, Kelly McGivern and Naomi Ratelband (choir); and Adam Clannon, Adam Gesjorskyj, Andrew Hall and John Salciccioli (musicians).



3. Delegations – Nil

4. Consent Agenda - Nil

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting – November 15, 2016

Vice-Chair Casey provided an overview of the business of the November 15, 2016 Committee of the Whole meeting and presented the following recommendations:

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Protection of Anaphylaxis Pupils Policy 200.18.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Transportation of Students Policy 400.19.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Fees for Learning Materials & Activities Policy 200.02.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Employee Assistance Program Policy 300.13.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Trustee Expenses Policy 100.01.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Trustee Communication Policy 100.08.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2017 insurance renewal premium, payable to the Ontario School Boards' Insurance Exchange, in the amount of \$154,221, excluding PST.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from Holy Trinity Catholic High School for an excursion to England and France from Friday, March 10 (evening) to Saturday, March 18, 2017.

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of November 15, 2016.

Carried

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of November 15, 2016.

Carried



5.2 Financial Statements – Year Ended August 31, 2016

Trustee Petrella, Chair of the Audit Committee, reviewed the highlights of the audited financial statements for the year ended August 31, 2016, which reflected a surplus of approximately \$929,863, or 0.8% of the budget. He added that the auditors found no accounting issues, misrepresentations, issues of materiality or internal control problems. He expressed the Board's thanks to the finance department staff and senior administration for their work and diligence with respect to the budget.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Financial Statements – Year Ended August 31, 2016.

Carried

5.3 Student Trustee Report

Student Trustee Dubois reported that student Senators are busy planning for the upcoming winter School Council leadership retreat, which will be led by the school chaplains with support from the Student Senate. In secondary school news, Ms. Dubois highlighted memorable Remembrance Day events, as well as Grade 8 Welcome days, the kick off of several Christmas community outreach initiatives and the upcoming semi-formal dances.

Moved by: Bonnie McKinnon

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee report.

Carried

6. Information and Correspondence

Chair Petrella requested Board feedback on a proposal to distribute a 2017 calendar to all elementary school families that would provide a message of appreciation with respect to the feedback received through the community consultation process, *EveryVoiceCounts*, as well as a Christmas message from trustees. Trustee Dignard's suggestion to also distribute copies to parishes was favourably received. The cost would be covered within the allocated trustee budget. The following motion was proposed; Chair Petrella indicated that he would vote on this item:

Moved by: Bonnie McKinnon

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the publication of 2017 calendars for distribution to each elementary school family as a vehicle to connect with the community and to communicate Christmas well wishes to all families.

Carried

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence items since the last meeting.

Carried



7. Notices of Motion for Consideration at Next Board Meeting – Nil

8. Notices of Motion Being Considered for Adoption – Nil

9. Trustee Inquiries

Vice Chair Casey thanked staff for forwarding the update on the international excursions situation at Waterloo District School Board.

Trustee Chopp inquired if trustees could be provided with access to the software used by the Transportation department for determining eligibility for bus transportation. Chair Petrella added that, in his opinion, there needs to be an avenue where the public can validate distance calculations. Superintendent Grice advised that he will seek clarification from the Manager of Transportation as to why the distance calculations vary in some instances.

10. Business In-Camera

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session.

Carried

11. Report on the In-Camera Session

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the in-camera session.

Carried

12. Future Meetings

Chair Petrella drew attention to the list of upcoming meetings and events.

13. Closing Prayer

Chair Petrella led the closing prayer.

14. Adjournment

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of November 22, 2016.

Carried



Annual Board Meeting
Tuesday, December 6, 2016 ♦ 7:00 p.m.
Norfolk Room

Members: Trustees:

Cliff Casey, Bill Chopp, Dan Dignard, Carol Luciani, Bonnie McKinnon, Rick Petrella,
Rosalin Dubois (Student Trustee)

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Tom Grice (Superintendent of Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting opened with prayer, led by Director Roehrig.

1.2 Attendance and Welcome

Director Roehrig welcomed trustees and senior administrators and noted that everyone was in attendance.

1.3 Approval of Agenda

Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the Annual Meeting of the Board of December 6, 2016.

Carried

2. Appointment of Scrutineers

Director Roehrig appointed Superintendents Leslie Telfer and Tom Grice as Scrutineers for the nomination and election of the Chair and Vice Chair of the Board.

3. Nomination and Election of Chair

Director Roehrig requested that ballots for the nomination of the Chair of the Board be distributed. Trustee Petrella was nominated and let his name stand. Director Roehrig declared Trustee Petrella acclaimed to the position of Chair of the Board.

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board destroys all ballots in the nomination and election of the Chair of the Board.

Carried

4. Nomination and Election of Vice Chair

Newly elected Chair Petrella assumed the Chair and requested that ballots for the nomination of the Vice Chair be distributed. Trustees Casey and Dignard were nominated and both spoke to their nomination and commitment to furthering Catholic education. Following the initial round of voting, Chair Petrella declared Trustee Dignard as Vice Chair of the Board.



Moved by: Bonnie McKinnon

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board destroys all ballots in the nomination and election of the Vice Chair of the Board.

Carried

5. Appointment of Board Auditor

Superintendent Grice presented staff's recommendation that Millard, Rouse & Rosebrugh Chartered Accountants continue in their role as the Board's auditors.

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the appointment of Millard, Rouse & Rosebrugh, Chartered Accountants, as auditors for the year ending August 31, 2017.

Carried

6. Address by the Chair of the Board

Chair Petrella expressed his appreciation for the confidence the Board has placed in him in appointing him as Chair for a third term. He noted his pride in the strength and accomplishments of staff, students and the district over the past year; most notably, ratifying both central and local collective agreements to ensure uninterrupted education for students; ongoing success in matching or exceeding provincial-class student achievement results, with an ongoing commitment to improving mathematics results; operating within a balanced budget despite persistent challenges with declining enrolment and the impact of the provincial deficit; students' commitment to Gospel values as schools continue their many social justice outreach initiatives; and the Board's dedicated focus on technology in the classroom. He expressed the Board's appreciation to senior administration, school administration, managers and staff, as well as all Catholic stakeholders for their support and dedication to publicly-funded Catholic education.

7. Adjournment

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Annual meeting of December 6, 2016.

Carried

Friends of the Educational Archives
Tuesday, October 18, 2016 -- 3:00 p.m.
Joseph Brant Learning Centre

MINUTES

Present: Dan Walker, Jim Pond, Peter Marchand, Diane Crowdis, Brenda Blancher, Carol Ann Sloat, Ruth Lefler, Lorna Thomson, Janice Schweder, Bob Stevenson, Joy Bartlett
Regrets: Sylvia Weaver, Betsy McBurney, Carol Luciani

1. Welcome and Introductions
2. Declaration of Conflict of Interest – None
3. Additional Items of Business – None
4. Approval of Agenda – moved by Carol Ann Sloat and seconded by Joy Bartlett
5. Approval of Minutes – moved by Carol Ann Sloat and seconded by Bob Stevenson (with correction on #15 last line GEDSB rather than GEDSCB)
6. Business Arising
 - a) Display case in BHNCDDB office – Peter Marchand advised that this will be addressed by Carol Luciani at the next meeting
 - b) Sale of yearbooks and other surplus items – there are two extra historical atlases to be sold. A Facebook page will be created to sell the yearbooks and to ask for the donation of missing yearbooks. Bob Stevenson has WDHS yearbooks to sell at the Reunion.
7. Financial Report – Jean is uncertain of our financial status. It was noted that we have gone through a lot of Archives boxes.
8. Report from GEDSB

Brenda Blancher reported that she is looking for feedback from other boards to see what they are doing with respect to archival materials. She and Carol Ann Sloat are going to develop guidelines for the kinds of materials that the schools should send to the Archives. These guidelines can then be given to the superintendents to pass on to the schools.

It was noted that in May 2017, Tollgate Tech will be celebrating their 50th and WDHS their 125th.
9. Report from BHNCDDB

Peter Marchand, representative from BHNCDDB, stated that he has just been assigned this position, so he is still getting familiar with the assignment. He reported that Tracey Austin is also reaching out to other boards to see what they are doing with respect to archival materials, so their guidelines are also pending.

10. Report from Dan Walker on the status of the work bees:

Dan reported that since March, a group of volunteers have been meeting at the Archives each week to work on organizing the extensive collection of school memorabilia. There is a wide variety of items to sort through. They have almost finished placing the school registers, attendance records and minute books for Brant, Haldimand and Norfolk into labelled archival boxes and organizing them on the shelves. However, there are still many boxes to unpack and many items to sort through. As more materials come in, more space will be required to receive, process and store them in an orderly manner. Dan suggested that perhaps archival space could be found in a school with excess space, which is what Hamilton has done. Their Archives is currently in the old Vincent Massey Public School. This would provide access to washroom facilities and easier accessibility as currently, staff has to climb metal stairs to enter the portable, which can be dangerous during icy weather. In the future, if we are to offer access of the facility to the public, washrooms and wheelchair accessibility will also be necessary.

11. Report from Bob Stevenson on Research

Bob is responsible for working on the research requests that come into the Archives. Jim Pond has offered to assist him with this job. Bob reported that 14 requests are currently active, with five on hold. He described to us one particularly interesting request for information about Ron Davidson, who had passed away. His family was looking for memorabilia from his school days in the Burford area to use in his memorial service. Ron attended a one-room school called Ranley School. From there he attended Burford District High School and then McMaster University. After that, he went to Princeton becoming a leader in the field of Astrophysics. Bob was able to find pictures, etc., for the family to use at the memorial which was held at Kelvin United Church on Thanksgiving weekend. Bob attended.

To conclude the meeting, Dan Walker took the group over to the Archives portable for a tour and to view the progress that has been made thus far.

Motion to Adjourn – moved by Carol Ann Sloat and seconded by Lorna Thomson.



**Catholic Education Advisory Committee (CEAC)
Wednesday, November 9, 2016 ♦ 1:00 p.m.
Boardroom**

- Present:** Carol Luciani (Chair), Bill Acres, Carolyn Boerboem, Keri Calvesbert, Cliff Casey, Dan Dignard, Rosalin Dubois, Father Mario Fernandes, Allison Hayes, Edith Heleniak, John Kuilboer, Tom Laracy, Bonnie McKinnon, Colin Phee, Chris N. Roehrig, Debra Sheldrake, Paul Tratnyek, John Webb, Pat Lenz & Peter Giordano (SSVP Working Group)
- Regrets:** Father Alan Dufraimont, Father Tim Hingston, John Webb, Carole Allen (F.A.C.E. – Resource to Committee)
-

1. Opening Prayer

Keri Calvesbert led the opening prayer.

2. Welcome and Introduction

Chair Luciani welcomed everyone to the meeting and led the round of introductions.

3. Approval of the Agenda

The agenda of the November 9, 2016 meeting was approved, as distributed.

4. Approval of Minutes – June 1, 2016

The minutes of the June 1, 2016 meeting were approved.

5. Information & Discussion Items

5.1 Elementary Religion and Family Life Update

Keri Calvesbert provided an overview of the many and integrated documents that influence the elementary curriculum. This includes reference to the Virtues, Christian Meditation with Children, Catholic Social Teachings and strategic planning documents. Furthermore, the influence of the Board's spiritual theme was reviewed. Keri commented that staff are collecting observational and reflective data regarding the experience of Christian meditation and she shared some student reflections on their practice of Christian meditation. Additional take-home kits have been prepared for the purpose of spreading the practice of the prayer of Christian meditation. As a special project, a new book on children reflections of 'Why I like Christian Meditation' is being compiled and will be published in the spring and sent to the dioceses in preparation for Catholic Education Week. She also advised that in October, schools participated in 'Go Purple Day' in support of vulnerable children and youth, using the parable of the Good Samaritan as a focal point. In November, schools will receive a toolkit on integrating the Board theme of 'loving tenderly' during Bullying Awareness Week. Keri also reviewed the revised religion curriculum resource from Pearson. The Board is in the process of releasing the Grade 3 resources; parishes will receive packages after the teacher in-service takes place.



5.2 Adult Faith Formation / Contemplative Retreats Update

Paul Tratnyek reviewed the work of adult faith formation in our community. In particular, he reviewed the concept of contemplative schools – experiencing God’s presence in our lives and sharing it in our schools. Paul outlined the Principals/Vice-Principals’ retreat held in August which provided administrators with an experience that they would be able to use for their school-based faith day. He shared an anecdote from one of our principals who noted significant growth in her ability to lead faith formation in her school.

Paul provided some insights of what is happening in our schools with Christian meditation. Bishop Crosby has agreed to take a request from our schools to his Holiness Pope Francis to ask if he would meditate with students over Skype. He noted our partnerships with the Diocese of Townsville in Australia and the World Community on Christian Meditation. Paul and Keri presented the practice of Christian meditation to a large number of delegates at the recent *When Faith Meets Pedagogy* provincial conference. Paul and Mary Theresa Coene are leading provincial contemplative retreats to spread contemplative practices across the province.

Paul advised that the Praxis of Faith series continues. As part of the 2016-17 series, we are offering three contemplative retreats for staff. To date, there has also been a full-day workshop with David Haas on liturgy in our schools. Michael Chiasson, motivational communicator, musician and writer, worked with students in all three secondary schools; and Dr. JoAnn Leavey presented on Compassionate Loving Action in the Face of Mental Health, making links between our faith and mental health. Upcoming is a Twilight Advent Retreat facilitated by Monsignor Talbot from St. Basil Parish, and a Theology on Tap is planned in May.

Looking ahead to Year 3 of the Board’s spiritual theme, “Walk Humbly”, Paul advised that he is currently involved in discussions to develop a social justice experience in the global south.

5.3 Social Justice Initiatives Update

Keri reviewed the social justice initiatives from across the system, walking through a variety of projects that are happening in schools. The mission trip to South Carolina is currently underway. Keri emphasized that we need to connect the work of justice to our Catholic social teaching. Keri described the District’s social justice project that is focused on formation of catechesis of student leaders that is followed by social justice outreach experiences.

5.4 Dioceses/Deaneries Updates

Father Mario advised that parishes within the Diocese of St. Catharines have been asked to start youth initiatives.

5.5 Society of St. Vincent de Paul Update

Pat Lenz and Peter Giordano spoke about how the Society of St. Vincent de Paul’s (SSVP) Valu Shoppe store, currently located in downtown Brantford, will be moving to the old YMCA building at 143 Wellington Street in the fall of 2018. They are currently seeking an interim space. The Society is looking at ways of promoting their services to the community and a marketing plan is underway. They are also working on a branding initiative that includes a new logo and promotion in the parishes. They have asked to speak to parishioners twice a year and to have space on parish bulletins. A review of the various school-driven initiatives was provided. School visits to the Valu Shoppe store are taking place. The Society is close to distributing its 200th bed for children. OECTA is looking to add to its mandate to make a connection to the SSVP.



5.6 F.A.C.E. Project Update

Advocacy for Catholic education was discussed.

5.7 Engaging Catholic Service Organizations

Director Roehrig solicited feedback on how to strengthen connections between the Board and our area Catholic Service Organizations (CSO). Suggestions to contact the following were offered: Kristine Paul (SSVP) as she is also involved in CWL (St. Mary's Brantford); Parish Office Administrators for names of CSO contacts; 'State' for Knights of Columbus names; and Niagara Falls (Provincial CWL).

5.8 Standing Item: School-Parish Relations – Next Steps

Director Roehrig asked Committee members for input on strengthening School-Parish communication and relations. It was suggested that parish youth ministers be invited to join the Committee if this is agreeable with the Pastors serving on the Committee.

6. Adjournment

The meeting was adjourned by Chair Luciani and participants were thanked for their involvement.



SPECIAL EDUCATION ADVISORY COMMITTEE
Tuesday, November 15, 2016 – 10:00 a.m.
Boardroom

Present: Jill Esposto (Chair), Carmen McDermid, Bonnie McKinnon, Christine Pearce, Paul Sanderson, Heather Shisler, Leslie Telfer, Teresa Westergaard-Hager

Regrets: Catherine Custodio, Krista Emmerson, Lisa Stockmans, Tracey Taylor

1. Opening Prayer

Carmen McDermid led the group in the opening prayer.

2. Welcome and Opening Comments

Jill Esposto, SEAC Chair, welcomed the group and guests, Jennifer Bergsma and Debbie Dignan, System SERTs, Tara Williams, Holy Trinity Special Education Department Head and Lindsay Ronson, St John's College Special Education Department Head.

3. Approval of Agenda

Moved by: Paul Sanderson

Seconded by: Teresa Westergaard-Hager

THAT the SEAC Committee approves the agenda of the November 15, 2016 meeting.

Carried

4. Approval of Minutes – October 25, 2016

Moved by: Christine Pearce

Seconded by: Bonnie McKinnon

THAT the SEAC Committee approves the minutes of the meeting of October 25, 2016 meeting, as amended.

Carried

5. Presentation - Developmental Services in Ontario

Maxine Lean, along with Michelle Maksymchuk, Access Coordinators for Developmental Services Ontario (DSO), provided the Committee with an information session of their organization and Passport information. DSO has offices that provide support to Brant, Haldimand, Norfolk, Niagara, Hamilton and First Nations communities, and is a division of Contact Hamilton. Through an application process, the DSO match and link individuals to the services available to them. Eligibility is based on a provincial application package to determine a person's level of support. The application package includes an Application for Developmental Services and Supports (ADSS) and Supports Intensity Scale (SIS) for standardized and provincially consistent assessment processes that support equitable service decisions. Upon completion of these assessments, service recommendations are prioritized and referrals are made to external organizations. Funded services include residential, behaviour consultation, clinical services, respite, day support/community participation support, such as Passport funding, and service coordination. Passport is a program for young people with a disability which provides self-directed funding and agency services approved by the Ministry of Community and Social Services (MCSS). The goal of the Passport program is to assist by promoting independence for the



young people with a developmental disability, with the transition from school to life as an adult in the community. Services are reviewed by the DSO every five years to ensure the needs of the individual are still being met. Letters of acceptance from Developmental Services Ontario can be used as documentation proof when applying to the Ontario Disability Support Program (ODSP).

6. Community Agency Updates

Jill Esposto - Brant Family & Children Services (FACS)

Jill brought in Certificates of Appreciation for “Going Purple” addressed to all of our schools on behalf of Brant Family & Children Services and expressed how they are hopeful to visit more schools next year for the event. Participation was excellent for the first year of this broader initiative. There are many changes in Ontario Child Welfare and agencies are working on responding to new expectations and any oversights. One example is that all Child Welfare agencies in the province will be moving to a new information collection and storage system called Child Protection Information Network (CPIN). The hope is that the system will offer one consistent approach to collecting and sharing information across the province between agencies. There are both staffing and technical challenges for agencies as they transition to the new system. The Children’s Aid Society of Haldimand & Norfolk will go live in December 2016. Brant FACS does not have a firm date for CPIN full implementation but are slated for some time in the fiscal year (April 2016 - March 2017).

Teresa Westergaard-Hager – Community Outreach, Norfolk Association for Community Living

The Norfolk Association for Community Living will be holding their 2nd Annual Wellness Fair on Tuesday, November 29, 2016 at the Royal Canadian Legion in Simcoe. The organization completed employment training with Bob VanSickle from the Ontario Disability Employment Network.

Christine Pearce - Program Manager, Woodview Mental Health & Autism Services

Christine updated the group on their Annual Christmas Party for families, being held at Assumption College School on Thursday, December 1, 2016 and how last year accommodated over 200 individuals to the event. Woodview is hosting two “Drop and Shop” events in November where parents can drop off their children at the Centre while they go shop. To assist parents, they are also offering camps for three days over the Christmas break.

Paul Sanderson – Contact Brant

Paul had no further update on Contact Brant.

Heather Shisler- Physiotherapist Lansdowne Children’s Centre (LCC)

Heather spoke about the upcoming Annual LCC’s Christmas Party to be held on Sunday, December 4, 2016 at Lansdowne.



7. Reports

7.1 Student Achievement Leader: Special Education

Carmen McDermid updated the group on the variety of workshops being offered to Educational Assistants on the November PA day, which include ABA Strategies/Data Tracking, Helping Students with Math, Trauma Sensitive Classrooms, Working with Anxious Students, Technology (Kurzweil, Word Q, Smart Ideas, Talk Typer), Safe Talk, First Aid, and Non-Violent Crisis Intervention (NVCI). At the November Community of Practice meeting, there continued to be a focus on self-regulation tips and strategies, including the use of therapy (which all schools will be receiving), behaviours, Zones of Regulations book, Math resources, IEPs and proper documentation. Jill Esposto offered to make a presentation and/or provide a Q & A sheet from Brant FACS.

7.2 Superintendent of Education

Superintendent Telfer indicated that interviews for the Applied Behaviour Analysis (ABA) Program Lead will be conducted in the near future. The posting for the temporary Speech Pathologist position has now closed. We have increased our complement of EAs for 2016-17 school year. The Education Assistant Allocation Committee continues to meet monthly to assess system needs.

8. Closing Remarks/ Adjournment

The December meeting will include breakfast prepared by St. John's College students.

The meeting adjourned at 11:30 am.



**Communications and Technology Advisory Committee
Tuesday, November 22, 2016 – 3:30 p.m.
Boardroom**

Present: Dan Dignard (Chair), Tracey Austin, Cliff Casey, Bill Chopp, Norm Cicci, Brian Englefield, Tom Grice, Carol Luciani, Bonnie McKinnon, Rick Petrella, Chris Roehrig, Michelle Shypula, Linda Luciani (Recording Secretary)

1. Opening Prayer

Chair Dignard opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Communications and Technology Advisory Committee approves the agenda of November 22, 2016.

Carried

3. Approval of the Minutes

Moved by: Bill Chopp

Seconded by: Bonnie McKinnon

THAT the Communications and Technology Advisory Committee approves the minutes of April 18, 2016.

Carried

4. Declaration of Conflict of Interest – Nil

5. Business Arising from the Minutes

Trustee Casey enquired about the status of a report regarding how often our elementary schools are used by community groups. Tracey Austin, Manager of Communications, noted that the report had been overlooked and she will complete it as soon as possible and forward it to trustees.

In response to Trustee Petrella's request at the April 18, 2016 meeting, Norm Cicci, Manager of Information Technology, distributed a handout which summarized the type of activity that is blocked or trapped by the Board's filters.

Information Items

5.1 Technology Learning Fund (TLF) Update

Brian Englefield, Student Achievement Consultant, 21st Century Learning, commented that the Information and Communications Technology team work together to create conditions so that good work can happen in our schools, i.e., professional learning, tools, software, infrastructure, etc. He reviewed the priorities for 2014-15, which involved the building of 21st Century skills, commented on 2015-16 priorities, which targeted improving assessment for learning practices, and noted that the 2016-17 priorities focused on improving Math instruction and assessment for learning practices. Trustees inquired about the types of devices students will be using, the costs



for Phase 3 of the Bring Your Own Device (BYOD) initiative, connectivity points inside and outside schools, monitoring expectations to evaluate student success, the methods that we are connecting with parents (D2L versus agendas) and the role of Educational Assistants in achieving the above priorities.

5.2 Bring Your Own Device (BYOD) Update

Norm Cicci, Manager of Information Technology, reported that all Phase #1 schools now have a completed BYOD set-up with an access point in every learning space. Phase #2 schools will be completed by the end of December 2016, with St. John's College being the exception, which will have their cabling completed over the Christmas break and set-up completed by the end of January 2017. The Board has hired a consultant to create a Request for Proposal (RFP) regarding the Board's Wide-Area Network (WAN), which will be released in January or February 2017.

Trustees inquired about the computer literacy expectations of Grade 8 students going into high school and the skill levels of teachers to meet these expectations.

Trustee Petrella questioned why the Cisco Moraki line was chosen for wireless as he felt it was divergent from the industry standard. He also enquired about the strategies used for enhancing the Board's WiFi access points so that it cannot be used clandestinely. Committee Chair Dignard ask that a report be completed for the next meeting regarding who is using the Board infrastructure in this manner. Trustee Petrella also asked that the WAN RFP be forwarded to Committee members before it is released.

5.3 Information and Communication Technology Operational Plan Update Chart

Norm Cicci, Manager of Information Technology, updated the Committee about the Board's security and back-up strategies. Trustees inquired about the inclusion of redundancy systems in the disaster plan and the possibility of using a classified data centre.

6. Trustee Inquiries

Trustee Chopp enquired if community user groups are permitted to use school equipment, i.e., basketballs, volleyballs, etc. during their permit times? He wondered if School Councils are buying equipment for school use, are they aware of the fact that outside groups may also be using this equipment? Tracey Austin, Manager of Communications, noted that typically, school equipment is not to be used by rental groups without the consent of the school principal. Exceptions to the rule are those organizations that are included in Joint Use Agreements with the Board, i.e., Parks and Recreation. These organizations are permitted to use the equipment; however, they are willing to replace broken / damaged equipment and wear and tear on any equipment they use. Tracey Austin will ensure that School Councils have been made aware of this matter.

Trustee Chopp also enquired about the Assumption College School track. Superintendent Grice noted that the matter is a bigger issue than just the track and that the Board needs to make some decisions about this matter.

8. Move to In-Camera Session – N/A

9. Report on the In-Camera Session – N/A



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

10. Adjournment

Moved by: Rick Petrella

Seconded by: Bill Chopp

THAT the Communications and Technology Advisory Committee adjourns the meeting of November 22, 2016.

Carried

Next Meeting: April 2017

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD**

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Board of Trustees
Submitted on: December 13, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

TRUSTEE EXPENSES ONLINE
Public Session

BACKGROUND INFORMATION:

Board Policy 100.10 details provisions with respect to *Trustee Expenses*. Section 7.7 states that *trustee expenses will be reported to the Board in a public session annually*. At the Committee of the Whole meeting of November 18, 2014, trustees approved the posting of a summary of trustee monthly expense reports on the Board's website on an annual basis.

DEVELOPMENTS:

The table, as presented in Appendix A, summarizes trustee expenses for the period September 1, 2015 to August 31, 2016. This table will be posted on the Board's website in compliance with the above policy.

The annual Trustee Expense Report indicates that trustees have underspent their budget allocation for the year ended August 31, 2016.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Trustee Expenses Online report.



Annual Trustee Expense Report
for the Year
September 1, 2015 to August 31, 2016

Trustee	Travel	Communications	Professional Development / Conferences	Service Equipment (computer, modem, printer / scanner, copier)	Other	Total Expenses by Trustee
Rick Petrella, Chair	560.22	1,419.77	2,634.42	0.00	32.69	\$4,647.10
Cliff Casey, Vice-Chair	3,357.73	621.58	4,121.46	0.00	157.31	\$8,258.08
Bill Chopp	520.75	1,463.83	843.64	0.00	16.35	\$2,844.57
Dan Dignard	821.81	1,442.41	4,122.83	0.00	375.55	\$6,762.60
Carol Luciani	1,720.78	839.39	832.48	0.00	89.50	\$3,482.15
Bonnie McKinnon	2,230.66	1,182.38	1,733.96	0.00	16.35	\$5,163.35
TOTAL	\$9,211.95	\$6,969.36	\$14,288.79	\$0.00	\$687.75	\$31,157.85
2015-16 TRUSTEE BUDGET						\$40,100.00

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD**

Prepared by: Rosalin Dubois, Student Trustee
Presented to: Board of Trustees
Submitted on: December 13, 2016
Submitted by: Chris N. Roehrig, Director of Education & Secretary

STUDENT TRUSTEE REPORT

Public Session

BACKGROUND INFORMATION:

The Student Senate did not meet during the month of December.

DEVELOPMENTS:

Senators will continue preparing for the upcoming February leadership retreat, and are continuing the process of selecting a guest speaker for their May leadership symposium.

SCHOOL NEWS:

St. John's College is continuing their work on their annual Angel Campaign to raise money for families in their area who might otherwise go without during the Christmas season. They are embracing the joy of the season through their 12 Days of Christmas events, including lunch-time activities and dress-code exemption days. Students are particularly excited for an upcoming basketball game between students and teachers, and for the St. John's football team to be singing Christmas carols during the lunch period. St. John's Student Council is in the process of planning activities for their final day of school before the Christmas break, which will include a turkey lunch, Christmas trivia, and a Spirit of Christmas assembly.

Assumption College has been welcoming the spirit of the Advent season through their work on their Pennies From Heaven campaign in support of families within their community. They recently held their annual Advent Marketplace event in support of this project, where homeroom classes sold products such as baked goods and Christmas cards. They also gave students the opportunity to receive the sacrament of reconciliation. Beginning on December 8, Assumption has been counting down to the final day of school through their 12 Days of Spirit events, which includes themed dress days and Christmas-themed activities. Assumption will be continuing their tradition of holding a Spirit of Christmas dress-up day on the final day of school in December. This event consists of a mass, turkey lunch, music, and games.

Holy Trinity is busy running their Giving Tree campaign throughout the month of December. Their goal is to raise \$8,000 to buy presents and essential supplies for local families. In support of this, students will be rewarded with a prize for every \$2,000 raised. They also hosted a "tech bazaar" for the Holy Trinity technology classes to raise money in order to put together food and turkey baskets for the families that the school is supporting. They are excited for their upcoming spirit week, which encourages students to wear different Christmas-themed outfits and accessories throughout the week. On their final day before the Christmas break, Holy Trinity will be celebrating with a mass, turkey luncheon, talent show, and assembly for their students.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee Report.

Minister of Justice
and Attorney General of Canada



Ministre de la Justice
et procureur général du Canada

The Honourable / L'honorable Jody Wilson-Raybould, P.C., Q.C., M.P. / c.p., c.r., députée
Ottawa, Canada K1A 0H8

NOV 18 2016

Mr. Rick Petrella
Chair
Brant Haldimand Norfolk Catholic
District School Board
322 Fairview Drive
P.O. Box 217
Brantford ON N3T 5M8

RECEIVED
BRANT HALDIMAND NORFOLK CATHOLIC DSB
NOV 24 2016
Chris N. Roehrig
Director of Education & Secretary

Dear Mr. Petrella:

Thank you for your correspondence, sent on behalf of the Brant Haldimand Norfolk Catholic District School Board, concerning medical assistance in dying. I regret the delay in responding.

I appreciate the time you have taken to share your views on this issue. Medical assistance in dying is a complex ethical, legal, and medical matter. The Government of Canada understands that people have divergent and strongly held views on this deeply personal issue.

In response to the Supreme Court of Canada's unanimous decision in *Carter v. Canada (Attorney General)*, our government has recognized the importance of implementing a federal framework that takes into account both personal autonomy and the need to protect the most vulnerable members of our society.

To this end, as you may know, on April 14, 2016, I introduced in the House of Commons Bill C-14, *An Act to amend the Criminal Code and to make related amendments to other Acts (medical assistance in dying)*, which received Royal Assent and came into force on June 17, 2016. This legislation, which was informed by extensive consultations with individuals, groups, and experts from Canada and around the world, now gives patients who are on an irreversible decline towards death, and are suffering intolerably from a grievous and irremediable medical condition, the choice of a medically assisted death.

The Act has revised the *Criminal Code* to exempt physicians, nurse practitioners, and other individuals who provide, or help to provide, medical assistance in dying from otherwise applicable criminal offences, and was developed in line with the *Canadian Charter of Rights and Freedoms*.

Canada

The new federal regime ensures a consistent approach to medical assistance in dying across Canada while recognizing that the provinces and territories have jurisdiction over the delivery of health care services. To this end, my colleague the Honourable Dr. Jane Philpott, Minister of Health, has announced our government's commitment to work closely with the provinces and territories to put in place a system that helps connect willing health care providers to patients who qualify for medical assistance in dying, while respecting the personal convictions of health care providers.

Please be assured that several robust safeguards were enacted as part of the criminal law regime to ensure that the patient is providing informed consent, and to protect against errors and abuses in the provision of medical assistance in dying. A monitoring system will also be developed by Minister Philpott in regulations, following consultations with the provinces and territories. Further information about this legislation can be found at www.justice.gc.ca/eng/cj-jp/ad-am/index.html.

You may be interested to know that, under the Act, one or more independent studies must take place on the issues of mature minors, advance requests for medical assistance in dying, and requests where mental illness is the sole underlying condition. Minister Philpott and I will initiate this process no later than six months after the Act comes into force.

With respect to palliative and end-of-life care, as this issue is of shared jurisdiction with the provinces and territories, you may wish to consider sharing your views with your provincial health minister. At the federal level, this matter falls within the purview of Minister Philpott. I have therefore taken the liberty of forwarding a copy of your correspondence to Minister Philpott for her information and consideration.

Thank you again for writing.

Respectfully,



The Honourable Jody Wilson-Raybould, P.C., Q.C., M.P.
Minister of Justice and Attorney General of Canada

c.c.: The Honourable Dr. Jane Philpott, P.C., M.P.
Minister of Health

2016-17
Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
December 13, 2016	7:00 pm	Board Meeting	
December 20, 2016	10:00 am	SEAC Meeting	
<i>December 26, 2016 - January 6, 2017</i>		<i>CHRISTMAS BREAK</i>	
January 11, 2017	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
January 11, 2017	3:00 pm	Executive Council Mtg. <i>(to be confirmed)</i>	
January 11, 2017	4:30 pm	Budget Committee	(TO BE CONFIRMED)
January 12, 2017	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
January 13-14, 2017	TBD	Trustee PD Seminar	
January 14, 2017	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
January 17, 2017	7:00 pm	Committee of the Whole	
January 24, 2017	10:00 am	SEAC Meeting	
January 24, 2017	7:00 pm	Board Meeting	
February 1, 2017	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
February 2, 2017	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
February 11, 2017	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
February 14, 2017	10:00 am	SEAC Meeting	
February 15, 2017	3:00 pm	Executive Council Mtg. <i>(to be confirmed)</i>	
February 21, 2017	7:00 pm	Committee of the Whole	
February 22, 2017	1:00 pm	Catholic Education Advisory Committee Mtg.	
February 27, 2017	7:00 pm	Regional Catholic Parent Involvement Committee Mtg.	
February 28, 2017	1:00 pm	STSBHN Governance Mtg.	
February 28, 2017	7:00 pm	Board Meeting	
March 1, 2017	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
March 2, 2017	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
March 3, 2017	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
March 7, 2017	10:00 am	SEAC Meeting	
March 8, 2017	3:00 pm	Executive Council Mtg. <i>(to be confirmed)</i>	
<i>March 13-17, 2017</i>		<i>MARCH BREAK</i>	
March 21, 2017	7:00 pm	Committee of the Whole	
March 28, 2017	7:00 pm	Board Meeting	
March 29, 2017	9:00 am	Council of Catholic Service Organizations Mtg.	
April 5, 2017	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
April 6, 2017	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
April 7, 2017	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
April 11, 2017	10:00 am	SEAC Meeting	
April 11, 2017	7:00 pm	System-Wide Parent Council Adobe Connect Session	
April 12, 2017	3:00 pm	Executive Council Mtg. <i>(to be confirmed)</i>	
April 18, 2017	7:00 pm	Committee of the Whole	
April 25-27, 2017		Board Art Show (three locations)	
April 25, 2017	7:00 pm	Board Meeting	
April 27-29, 2017		OCSTA AGM (Toronto)	
<i>April 30-May 5, 2017</i>		<i>Catholic Education Week</i>	
May 2, 2017	6:00 pm 6:30 pm	Celebration of the Arts – art viewing Celebration of the Arts - performances	
May 3, 2017	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
May 4, 2017	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
May 4, 2017	5:00 pm	Catholic Student Leadership Awards	
May 5, 2017	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
May 10, 2017	3:00 pm	Executive Council Mtg. <i>(to be confirmed)</i>	
May 15, 2017	1:00 pm	Catholic Education Advisory Committee Mtg.	

Date	Time	Meeting/Event	New / Revised
May 15, 2017	7:00 pm	Regional Catholic Parent Involvement Committee Mtg.	
May 16, 2017	10:00 am	SEAC Meeting	
May 16, 2017	7:00 pm	Committee of the Whole	
May 23, 2017	7:00 pm	Board Meeting	
May 24, 2017	10:00 am	<i>Have a Go track meet at Assumption College (secondary) (rain date May 29)</i>	
May 30, 2017	1:00 pm	STSBHN Governance Mtg.	
May 31, 2017	9:00 am	SAL Committee Mtg. (@ Holy Trinity)	
June 1-3, 2017		CCSTA AGM	
June 1, 2017	1:00 pm	SAL Committee Mtg. (ACS) @ St. Mary CLC	
June 2, 2017	9:00 am	SAL Committee Mtg. (SJC) @ St. Mary CLC	
June 7, 2017	10:00 am	<i>Have a Go track meet at Assumption College (elementary) (rain date June 8)</i>	
June 13, 2017	10:00 am	SEAC Meeting	
June 14, 2017	3:00 pm	Executive Council Mtg. <i>(to be confirmed)</i>	
June 20, 2017	7:00 pm	Committee of the Whole	
June 27, 2017	7:00 pm	Board Meeting	
June 29, 2017	4:45 pm 6:30 pm 7:00 pm	Assumption College Graduation Holy Trinity Graduation St. John's Graduation	

Meetings scheduled at the Call of the Chair: Accommodations Committee, Audit Committee, Budget Committee, Communications and Information Technology Advisory Committee, Legal Expenses Review Committee, Mental Health Leadership Steering Committee, Policy Committee.