



BRANT HALDIMAND NORFOLK Catholic District School Board

Agenda

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

Board Meeting Tuesday, December 8, 2020 ♦ 7:00 p.m. Boardroom

Trustees:

Members: Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard, Mark Watson, Alex Medeiros (Student Trustee)

Senior Administration:

Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Robert De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

Almighty God, bless us as we gather today for this meeting. Guide our minds and hearts so that we will work for the good of our community and be a help to all people. Teach us to be generous in our outlook, courageous in the face of difficulty, and wise in our decisions. We give you praise and glory, Lord our God, for ever and ever. Amen

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 24, 2020

Pages 3-5

Approval of Annual Board Meeting Minutes – December 1, 2020

Pages 6-7

1.6 Business Arising from the Minutes

2. Presentations

3. Delegations

4. Consent Agenda

5. Committee and Staff Reports

6. Information and Correspondence

6.1 Stabilization Funding Update

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

9. Trustee Inquiries

10. 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.



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11. **Report on the In-Camera Session**

12. **Future Meetings and Events**

Page 8

13. **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***

14. **Adjournment**

Next meeting: Tuesday, January 26, 2021, 7:00 p.m. – Boardroom



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Board Meeting Tuesday, November 24, 2020 ♦ 7:00 p.m. Boardroom

Members: **Trustees:**
Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard,
Mark Watson, Alex Medeiros (Student Trustee)

Senior Administration:
Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Rob De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Vice-Chair Luciani.

1.2 Attendance

As noted above.

1.3 Approval of the Agenda

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the November 24, 2020 Board meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Board Meeting Minutes – October 20, 2020

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 20, 2020 Meeting of the Board.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations

2.1 Digital Citizenship

Keri Calvesbert, Religion & Family Life Consultant and Greta Smelko, eLearning K-12 Consultant, shared the BHNCDSD Digital Citizenship resource. A series of online modules has been created for each division in the Elementary and Secondary schools modelling responsible digital citizenship through the lens of Catholic faith.

Trustee Casey inquired as to how long the lessons are. It was noted that that each lesson is approximately 20 minutes.



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 17, 2020

Vice-Chair Luciani reviewed the business of the November 17, 2020 Committee of the Whole meeting and brought forward the following recommendation:

- THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2021 insurance renewal premium, payable to the Ontario School Boards' Insurance Exchange, in the amount of \$141,583, excluding PST.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of November 17, 2020.

Carried

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of November 17, 2020.

Carried

5.2 Q4 Financial Report (August 31, 2020)

Superintendent Keys provided an overview of the audited financial statements for the year ended August 31, 2020. He noted a successful year resulting in a surplus of \$3,524,535. Revenue in 2019-20 resulted from areas such as increased enrollment, salary and cost savings resulting from labour action and strike days. An outline of reduced expenditures attributed to COVID-19 school closures from March to June 2020 was also provided. Discussion was held regarding delayed grant payments and the process to calculate deferred revenue balances by the Ministry. Can use it in the following year.

Chair Petrella commended staff for their work and noted his intention to vote on the matter.

Moved by: Bill Chopp

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the draft financial statements for the year-ended August 31, 2020.

THAT the Brant Haldimand Norfolk Catholic District School Board internally appropriates the available surplus from 2019-20 for the expected increase in salaries and costs associated with the COVID-19 pandemic for 2020-21.

Carried



5.3 Student Trustee Update

Student Trustee Medeiros advised that the second quadmester began with a smooth transition. Student Council meetings are continuing in person and virtually. Holy Trinity is planning a student council retreat which will be held outdoors to adhere to public health guidelines. A school point system is being introduced at St. John's College. Students will compete for points during school activities and fundraisers and the grade with the most points will receive a reward. It was noted that there has been a slight increase of students from Assumption College migrating to online learning this quadmester.

Moved by: Bill Chopp

Seconded by: Carol Luciani

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

Carried

6. Information and Correspondence - Nil

7. Notices of Motion - Nil

8. Notices of Motion Being Considered for Adoption – Nil

9. Trustee Inquiries - Nil

10. Business In-Camera

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an In-Camera session.

Carried

11. Report on the In-Camera Session

Trustees Casey, Chopp and Dignard declared a conflict of interest in Item 3.5 of the in-camera session and left the room. They did not take part in the consideration or discussion of, or vote on any question with relation to this item.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the In- Camera session.

Carried

12. Future Meetings and Events

Chair Petrella drew attention to the upcoming meetings and events.

13. Closing Prayer

The closing prayer was led by Chair Petrella.

14. Adjournment

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the November 24, 2020 Board meeting.

Carried



**Annual Board Meeting
Tuesday, December 1, 2020 ♦ 7:00 p.m.
Boardroom**

Members: **Trustees:**
Cliff Casey, Bill Chopp, Dan Dignard, Carol Luciani, Rick Petrella, Mark Watson
Alex Medeiros (Student Trustee)

Senior Administration:
Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Robert De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting opened with prayer, led by Director McDonald.

1.2 Attendance and Welcome

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

1.3 Approval of Agenda

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the Annual Meeting of the Board of December .1, 2020

Carried

2. Appointment of Scrutineers

Director McDonald appointed Superintendents Rob De Rubeis and Kevin Greco as Scrutineers for the nomination and election of the Chair and Vice Chair of the Board.

3. Nomination and Election of Chair

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

Moved by: Bill Chopp

Seconded by: Dan Dignard

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. Trustee Carol Luciani and Dan Dignard were nominated. Trustee Dan Dignard did not wish to let his name stand. Trustee Carol Luciani let her name stand. Chair Petrella declared Trustee Carol Luciani acclaimed to the position of Vice Chair of the Board.

Moved by: Cliff Casey

Seconded by: Dan Dignard

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

Moved by: Bill Chopp

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the trustee seating plan to be continued from last year.

Carried.

5. Appointment of Board Auditor

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

Moved by: Carol Luciani

Seconded by: Dan Dignard

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, 2018.

Carried

6. Address by the Chair of the Board

Chair Petrella expressed his gratitude for the support of his nomination and acclamation as Chair of the Board. He congratulated Carol Luciani on her re-election as Vice-Chair of the Board. Chair Petrella expressed his goal of continuing to help guide the Board to remain fiscally accountable and transparent while ensuring focus on student achievement. He highlighted the uniqueness of this year and having to navigate the unknown. Chair Petrella highlighted the fact that the district has remained strong, students continue to excel, and schools have remained open and safe in light of a pandemic and noted that it speaks to the commitment of this Board and our staff. He thanked everyone's ability to demonstrate perseverance, strength, and resiliency.

7. Adjournment

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Annual meeting of December 1, 2020.

Carried

2020-21
Trustee Meetings and Events

Date	Time	Meeting/Event
December 14, 2020	5:00 pm	Budget Committee
December 15, 2020	1:00 pm	Special Education Advisory Committee
<i>December 21, 2020 - January 1, 2021</i>		CHRISTMAS BREAK
January 7, 2021	3:00 pm	Policy Committee
January 13, 2021	5:00 pm	Executive Council
January 16, 2021	9:00 am	OCSTA Trustees Seminar
January 19, 2021	1:00 pm 7:00 pm	Special Education Advisory Committee Committee of the Whole
January 20, 2021	7:00 pm	Regional Catholic Parent Involvement Committee
January 26, 2021	7:00 pm	Board Meeting
February 4, 2021	3:00 pm	Policy Committee
February 10, 2021	3:00 pm	Executive Council
February 16, 2021	1:00 pm 7:00 pm	Special Education Advisory Committee Committee of the Whole
February 23, 2021	2:00 pm 7:00 pm	Student Transportation Services Brant Haldimand Norfolk Board of Directors Board Meeting
March 4, 2021	3:00 pm	Policy Committee
March 10, 2021	5:00 pm	Executive Council
March 11, 2021	9:00 am	Mental Health Steering Committee
<i>March 15-19, 2021</i>		MARCH BREAK
March 23, 2021	1:00 pm 7:00 pm	Special Education Advisory Committee Committee of the Whole
March 30, 2021	7:00 pm	Board Meeting
April 8, 2021	3:00 pm	Policy Committee
April 14, 2021	5:00 pm	Executive Council
April 20, 2021	1:00 pm 7:00 pm	Special Education Advisory Committee Committee of the Whole
April 21, 2021	7:00 pm	Regional Catholic Parent Involvement Committee
April 27, 2021	7:00 pm	Board Meeting
April 29 - 30, 2021	TBD	Ontario Catholic School Trustees' Association AGM
<i>May 2 - May 7, 2021</i>		Catholic Education Week
May 6, 2021	3:00 pm	Policy Committee
May 12, 2021	3:00 pm	Executive Council
May 18, 2021	1:00 pm 7:00 pm	Special Education Advisory Committee Committee of the Whole
May 25, 2021	9:00 am 7:00 pm	Student Transportation Services Brant Haldimand Norfolk Board of Directors Board Meeting
June 3 - 5, 2021	TBD	Canadian Catholic School Trustees' Association AGM
June 3, 2021	3:00 pm	Policy Committee
June 9, 2021	5:00 pm 7:00 pm	Executive Council Regional Catholic Parent Involvement Committee
June 10, 2021	9:00 am	Mental Health Steering Committee
June 15, 2021	1:00 pm 7:00 pm	Special Education Advisory Committee Committee of the Whole
June 21, 2021	5:00 pm	Audit Committee
June 22, 2021	7:00 pm	Board Meeting
TBD	TBD	Assumption College Graduation
TBD	TBD	Holy Trinity Graduation
TBD	TBD	St. John's College Graduation

Meetings scheduled at the Call of the Committee Chair: Accommodations Committee, Audit Committee, Budget Committee, Catholic Education Advisory Committee, Communications and Information Technology Advisory Committee, Legal Expenses Review Committee, Policy Committee