



BRANT HALDIMAND NORFOLK Catholic District School Board

Agenda

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

Board Meeting Tuesday, April 26, 2022 ♦ 7:00 p.m. Boardroom

Trustees:

Members: Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard, Mark Watson, Aidan O'Brien (Student Trustee)

Senior Administration:

Michael 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

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 – March 29, 2022

Pages 3-6

1.6 Business Arising from the Minutes

2. Presentations

3. Delegations

4. Consent Agenda

4.1 Unapproved Minutes of the Committee of the Whole Meeting – April 19, 2022

Pages 7-10

5. Committee and Staff Reports

5.1 School Year Calendar and Staggered Start

Page 11

Presenter: Lorrie Temple, Superintendent of Education

5.2 Student Trustee Update

Page 12

Presenter: Aidan O'Brien, Student Trustee

6. Information and Correspondence

6.1 COVID 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:
- The security of the property of the board;
 - 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 her or her parent or guardian;
 - The acquisition or disposal of a school site;
 - Decisions in respect of negotiations with employees of the board; or
 - Litigation affecting the board.

11. Report on the In-Camera Session

12. Future Meetings and Events

Page 13

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, May 24, 2022, 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, March 29, 2022 ♦ 7:00 p.m.
Boardroom**

Members: **Trustees:**
Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard,
Mark Watson, Aidan O'Brien (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

Attendance was as noted above.

1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the March 29, 2022 Board meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Board Meeting Minutes – February 22, 2022

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the February 22, 2022 Meeting of the Board.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations - Nil

3. Delegations – Nil

4. Consent Agenda - Nil

5. Committee and Staff Reports

**5.1 Unapproved Minutes and Recommendation of the Committee of the Whole Meeting
- March 22, 2022**

Vice-Chair Luciani reviewed the business of the March 22, 2022 Committee of the Whole meeting and brought forward the following recommendation:



- THAT the Brant Haldimand Norfolk Catholic District School Board approves the following:

THAT, for purposes of the 2022 election, the number of trustees is determined to be six.

THAT, for purposes of the 2022 election, the Brant Haldimand Norfolk Catholic District School Board has not designated any low population areas within its jurisdiction.

THAT, for the purposes of the 2022 election, the Brant Haldimand Norfolk Catholic District School Board has determined the distribution of trustees to be two trustees for the City of Brantford, two trustees for the County of Norfolk, one trustee for the County of Brant and one trustee for the County of Haldimand.

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of March 22, 2022.

Carried

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendation of the Committee of the Whole Meeting of March 22, 2022.

Carried

5.2 Changing of Board Meeting Date

Director McDonald reviewed the historical graduation ceremony dates and noted the past two years secondary schools have not been able to hold face to face graduation ceremonies as a result of the COVID pandemic. Prior to COVID these graduation dates were scheduled well in advance so that the date could be coordinated with Senior Team and the Board calendar to ensure that there was not a conflict. As a result of venues reopening and scheduling constraints the only time that St John's College was able to book their venue, and not be in conflict with Assumption College School's graduation, was on the same date as the June Board meeting.

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the change in date for the June 2022 Board meeting from Tuesday June 28, 2022 to Monday June 27, 2022.

Carried

5.3 Contract Awards (Q1/Q2 2022)

Superintendent Keys shared a summary of contracts awarded from September 1 2021 to February 28, 2022 and reviewed the board's participation in cooperative procurement ventures with other school boards and other branches of government or their agencies of public authorities (i.e., Ministry of Government and Consumer Services or the Ontario Education Collaborative Marketplace) to obtain maximum value for money through economies of scale and/or shared services.



Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Contract Awards (Q1/Q2 2022) report.

Carried

5.4 Procurement Policy Amendment

Superintendent keys provided an outline of Procurement Policy 700.01. It was noted that Facility Services repairs, remodels, and provides daily, weekly, monthly preventative maintenance for the 28 elementary school, four secondary schools, and three administrative buildings. He highlighted the need to fulfill the department objectives and ensure our students, staff, and visitors continue to enjoy safe and healthy learning and work environments, Facility Supervisors are regularly required to incur smaller value purchases for parts or services. The current Approval Authority Schedule does not provide for Supervisors to approve payment of such transactions and it is recommended that they be added.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revisions to the Procurement Policy 700.01 effective March 30, 2022.

Carried

5.5 Student Trustee Update

Student Trustee O'Brien highlighted Assumption College School's planning of a Coffee house in the spring, applications for student council are being received for future members and the STEM club is excited to return to in-person STEM presentations. Holy Trinity recently hosted a spirit week that was very successful within the school. The school raised money for St. Vincent de Paul, as well as planning to give the proceeds for their upcoming dress down day towards a student's family whose father passed away. St. John's College School hosted a jersey day in memory of Walter Gretzky prior to March Break. The school also hosted a pajama day for cancer awareness.

Moved by: Bill Chopp

Seconded by: Carol Luciani

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

Carried

6. Information and Correspondence

6.1 COVID Update

Director McDonald noted that there will be two vaccination clinics held at schools in the coming week. Discussion was held regarding the reopening of the province.

Trustee Luciani inquired as to the status of attendance. Director McDonald advised that the percentage of total attendance continues to be consistent and posted publicly daily.



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Moved by: Carol Luciani

Seconded by: Mark Watson

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

Carried

7. Notices of Motion – Nil

8. Notices of Motion Being Considered for Adoption - Nil

9. Trustee Inquiries - Nil

10. Business In-Camera

Moved by: Dan Dignard

Seconded by: Carol Luciani

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: Bill Chopp

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: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the March 29, 2022 Board meeting.

Carried

Next meeting: Tuesday, April 26, 2022, 7:00 p.m. – Boardroom



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

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

**Committee of the Whole
Tuesday, April 19, 2022 ♦ 7:00 pm
Boardroom**

Members: **Trustees:**
Rick Petrella (Chair), Carol Luciani (Vice Chair), Cliff Casey, Bill Chopp, Dan Dignard,
Absent: Mark Watson, Aidan O'Brien (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 Trustee Dan Dignard.

1.2 Attendance

Attendance was as noted above.

1.3 Approval of the Agenda

Moved by: Bill Chopp

Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the April 19, 2022 meeting.

Carried

1.4 Declaration of Interest – Nil

1.5 Approval of Committee of the Whole Meeting Minutes – March 22, 2022

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the March 22, 2022 meeting.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations - Nil

3. Delegations – Nil



4. Consent Agenda

**4.1 Unapproved Minutes from the Special Education Advisory Committee Meeting
– February 15, 2022**

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Special Education Advisory Committee Meeting of February 15, 2022.

Carried

**4.2 Unapproved Minutes from the Special Education Advisory Committee Meeting
– March 22, 2022**

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Special Education Advisory Committee Meeting of March 22, 2022.

Carried

4.3 Unapproved Minutes from the Faith Advisory Committee Meeting – March 25, 2022

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Faith Advisory Committee Meeting of March 24, 2022.

Carried

5. Committee and Staff Reports

5.1 Workforce Demographic Data Collection

Superintendent Greco provided an outline of Regulation 267/18, made under the *Anti Racism Act*, requiring all schoolboards to collect demographic data on staff and students prior to January 2023. It was noted that this data will allow the Board to establish baseline measures, track progress, make evidence-informed decisions and measure the success of equitable and inclusive workplace policies, practices, and programming. Staff were invited to participate in a Workforce Demographic Data Survey in October 2021. A summary of the data collected was shared along with next steps including the iterative process of data analysis and comparing our data with Canada Census data. Discussion was held regarding the membership and function of the steering committee.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Demographic Data Collection Project Report.

Carried



5.2 Health and Safety Update

Superintendent Keys shared a summary of employee accidents and incidents in 2020-21 and 2021-22 to date. The membership of the Joint Health and Safety Committee was also shared. It was noted that the Board works closely with the Joint Health and Safety Committee fostering employee health and safety in the workplace through cooperation and joint efforts in the design and implementation of educational programs for employees.

Moved by: Bill Chopp

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the Health and Safety Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence

6.1 COVID Update

Director McDonald reviewed recent discussion in the media and other boards regarding masking. The Ministry of Education or Ministry of Health have not provided any direction to reinstate masking. The board continues to encourage masking recognizing that it is an individual's decision if they wear one or not.

Moved by: Carol Luciani

Seconded by: Cliff Casey

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

Carried

7. Trustee Inquiries

Trustee Dignard highlighted the Lenten season. Discussion was held regarding Ukrainian students within the board and how we can support them and alleviate barriers.

Trustee Casey thanked staff for their work on the blessing of the new child care centre at Holy Trinity Catholic High School. Vice Chair Luciani also highlighted the success of the event.

8. Business In-Camera

Moved by: Bill Chopp

Seconded by: Carol Luciani

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

Carried

9. Report on the In-Camera Session

Moved by: Bill Chopp

Seconded by: Dan Dignard

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

Carried



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

10. Future Meetings and Events

Chair Petrella drew attention to the upcoming meetings and events.

11. Closing Prayer

The closing prayer was led by Chair Petrella.

12. Adjournment

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the April 19, 2022 meeting.

Carried

Next meeting: Tuesday, May 17, 2022, 7:00 p.m. – Boardroom

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

Prepared by: Lorrie Temple, Superintendent of Education
Presented to: Board of Trustees
Submitted on: April 26, 2022
Submitted by: Mike McDonald, Director of Education & Secretary

SCHOOL YEAR CALENDAR AND STAGGERED START
Public Session

BACKGROUND INFORMATION:

The Brant Haldimand Norfolk Catholic District School Board approved the proposed School Year Calendar for 2022 at the February Board Meeting and sent to the Ministry of Education for approval in late March. The Ministry approved our modified (change in Christmas break) calendar last week. In addition to the approval of the calendar, we wanted to share a proposal for a continuation of the staggered start for our Kindergarten students across the system that would affect the start of the school year.

DEVELOPMENTS:

Due to the pandemic, to further support first and second year students entering our elementary Catholic schools, we are proposing the same staggered start entry that we ran last fall. On the first day of school, our Year 2 students come with half the Year 1 students and on the second day of school, the Year 2 students come with the other half of the Year 1 students. The administrators at the schools will create the schedules based on siblings, bussing, and numbers and communicate to families in June and August.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board receives the School Year Calendar and Staggered Start report.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Aidan O'Brien, Student Trustee
Presented to: Board of Trustees
Submitted on: April 26, 2022
Submitted by: Mike McDonald, Director of Education & Secretary

STUDENT TRUSTEE REPORT

Public Session

BACKGROUND INFORMATION:

Thanh Thanh Tieu was present at the meeting and sought input regarding the proposed Student Demographics survey logo options. As a group, we decided that the first option looked the most professional and would catch the attention of the viewer. The final tagline of the survey is "Valuing Your Voice".

DEVELOPMENTS:

The 2022 Catholic Student Leadership Symposium is scheduled for Friday, May 13th and will take place at Holy Trinity. Members of the Student Senate are meeting again on Tuesday, April 26, 2022, to finalize the agenda for the day.

Members of the Student Senate reviewed three Student Trustee candidate applications for the 2022-2023 academic year per board requirements. Candidates for Student Trustee will be evaluated based on 6 different traits at the election held scheduled for Thursday, April 28th.

SCHOOL NEWS:

Assumption College School is happy to announce that they will be hosting a Glow Dance and it will be the first dance that the school has hosted since the beginning of COVID-19. The school is also hosting a Spring Coffee House in May and have just elected the Co-PMs for next year's Student Council. The school held an amazing virtual Easter liturgy, and the students are participating in a tree planting ceremony on Thursday, April 21st through the STEM program. The students at ACS are excited for the premiere of 'The Adam's Family' drama presentation scheduled for April 28th, 29th and 30th.

Holy Trinity has finalized their future Co-PMs for next year's Student Council. The school is also planning a Lemonade House instead of the traditional Coffee House. The students also participated in their first in-person Easter Liturgy. The Teacher Tutoring Program has been successful at the school and the peer tutoring program is growing by the day. The Student Council members also went to select elementary schools to give the Grade 8 students advice on getting ready to attend high school.

St. John's College School is hosting a Spring Coffee House. The students are proud to be hosting a Diverse Cultural Heritage Day where students will be encouraged to come to school dressed in their traditional garb. The school has also launched an LGBTQ+ club. A gender-neutral washroom was also recently installed in their school to promote inclusivity and students are going to decorate the parking lot with chalk for the month of June. The school also has a confirmed date for prom.

RECOMMENDATION:

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

2021-22
Trustee Meetings and Events

| Date | Time | Meeting/Event |
|----------------------------|----------------|--|
| April 27, 2022 | 7:00 pm | Regional Catholic Parent Involvement Committee |
| <i>May 1 - May 6, 2022</i> | | <i>Catholic Education Week</i> |
| May 11, 2022 | 3:00 pm | Executive Council Meeting |
| May 12, 2022 | 3:00 pm | Policy Committee |
| May 17, 2022 | 1:00 pm | Special Education Advisory Committee |
| May 17, 2022 | 7:00 pm | Committee of the Whole |
| May 19, 2021 | 1:00 pm | Faith Advisory Committee |
| May 24, 2022 | 9:00 am | Student Transportation Services BHN |
| May 24, 2022 | 7:00 pm | Board Meeting |
| May 25, 2022 | 7:00 pm | Regional Catholic Parent Involvement Committee |
| May 30, 2022 | 1:00 pm | Accessibility Steering Committee |
| June 2-4, 2022 | | CCSTA AGM |
| June 9, 2022 | 3:00 pm | Policy Committee |
| June 14, 2022 | 3:00 pm | Budget Committee |
| June 15, 2022 | 3:00 pm | Executive Council Meeting |
| June 20, 2022 | 5:00 pm | Audit Committee |
| June 21, 2022 | 1:00 pm | Special Education Advisory Committee |
| June 21, 2022 | 7:00 pm | Committee of the Whole |
| June 27, 2022 | 7:00 pm | Board Meeting |
| June 28, 2022 | 7:00 pm | St. John's College Graduation |
| June 29, 2022 | 4:45 pm | Assumption College Graduation |
| | 6:30 pm | Holy Trinity Graduation |

Meetings scheduled at the Call of the Committee Chair: Accommodations Committee, Audit Committee, Budget Committee, Faith Advisory Committee, Policy Committee