



BRANT HALDIMAND NORFOLK Catholic District School Board

Agenda

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

Board Meeting Tuesday, January 24, 2023 ♦ 7:00 p.m. Boardroom

Trustees:
Members: Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson, Halaena Buenviaje (Student Trustee)

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

1. Opening Business

1.1 Opening Prayer

We are many, we are one; we all form one body in Christ. Lord, when we see the one before us, let us reverence your presence within; when we listen to one another, let us hear with our hearts; when we reflect on each encounter, may we discern to understand; when we learn from those around us, let us respect our differences with joy; and when we act, may we be kind and generous to all, for each person is a member of your body, with all that they are. We are many, we are one. 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 – December 20, 2022.

Pages 3-6

1.6 Business Arising from the Minutes

2. Presentations

2.1 St. John's College – OCSTA Video Contest Winner

3. Delegations

4. Consent Agenda

4.1 Unapproved minutes of the Committee of the Whole – January 17, 2023.

Pages 7-10

5. Committee and Staff Reports

5.1 2023/2024 School Year Calendar – To Be Distributed
Presenter: Lorrie Temple, Superintendent of Education

5.2 Student Trustee Update – To Be Distributed
Presenter: Halaena Buenviaje, Student Trustee

6. Information and Correspondence

7. Notices of Motion

8. Notices of Motion Being Considered for Adoption

9. Trustee Inquiries

10. Business In-Camera



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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 his 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 11

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, February 28, 2023, 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, December 20, 2022 ♦ 7:00 p.m.
Boardroom**

Members: **Trustees:**
Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard,
Mark Watson, Halaena Buenviaje (Student Trustee)

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

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Chair Petrella.

1.2 Attendance

Attendance was as noted above – all present

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 December 20, 2022 Board meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Board Meeting Minutes – October 25, 2022

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 25, 2022 Meeting of the Board.

Carried

Approval of Inaugural Board Meeting Minutes – November 22, 2022

Moved by: Dennis Blake

Seconded by: Carol Luciani

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

Carried

Approval of Inaugural Board Meeting Minutes – November 22, 2022

Moved by: Dennis Blake



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Seconded by: Carol Luciani

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

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations – Nil.

3. Delegations – Nil

4. Consent Agenda

4.1 Approval of Committee of the Whole Meeting Minutes – December 13, 2022

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the December 13, 2022 Committee of the Whole Meeting of the Board.

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Committee of the Whole - December 13, 2022

Vice-Chair Luciani reviewed the business of the October 18, 2022 Committee of the Whole meeting and brought forward the following recommendations:

- THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2023 insurance renewal premium, payable to the Ontario School Board Insurance Exchange, in the amount of \$153,199.00, excluding PST
- THAT the Brant Haldimand Norfolk Catholic District School Board approves the addition of Personal Activity Learning and Community Living Programs at St. John's College starting in September 2023.
- THAT the Brant Haldimand Norfolk Catholic District School Board approves the addition of the following line in Section 6.1.2.1 of the *Brant Haldimand Norfolk Catholic District School Board By-Laws*: "All new trustees will provide a Police Record Check with a Vulnerable Sector Screening at the beginning of each term prior to the Inaugural Meeting. Current trustees will complete an Annual Offense Declaration".

Trustee Dignard asked if the Police Record Check forms would be forwarded to trustees. Chair Petrella commented that the Annual Offense Declaration can be found on the BHN Hub



Moved by: Dennis Blake

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 December 13, 2022.

Carried

Moved by: Dennis Blake

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of December 13, 2022.

Carried

5.2 English-as-a-Second Language (ESL) Staffing / English Language Learner (ELL) Support for Semester #2

Superintendent Temple reported that due to a significant increase in enrollment of ESL/ELL students and families, additional ESL/ELL supports are needed at Assumption College School, beginning in Semester #2. She also noted that funding is available to support the hiring of a System Teacher and ESL/ELL support staff.

Trustee Chopp asked what qualifications would individuals require to apply for the above positions. Superintendent Temple noted that in the past, individuals were required to have their Special Education, Parts 1 and 2 qualifications.

Moved by: Dennis Blake

Second by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the addition of two sections for ESL/ELL monitoring and instruction at Assumption College School as well as the addition of a temporary 1.0 ESL/ELL System Teacher for the remainder of the 2022-23 school year as noted in the ESL/ELL Support for Semester #2 report.

Carried

5.2 Student Trustee Update

Student Trustee Buenviaje advised that the main events at the high schools were semi-formal dances, which were a huge success and attended by a large student population. The high schools were also engaged in Christmas-related activities, i.e., Angel Campaigns, candy grams, football players singing Christmas songs, student/teacher basketball games, photo booths, Christmas movies, Pennies from Heaven campaign and door decorating contests. St. John's College is also participating in the Ontario Schools' Battery Recycling Challenge, where students can recycle used batteries to reduce landfill waste.

Moved by: Dan Dignard

Second by: Bill Chopp

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

Carried

6. Information and Correspondence – Nil.



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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: Mark Watson

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: Carol Luciani

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: Dennis Blake

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the December 20, 2022 Board meeting.

Carried

Next Meeting: Tuesday, January 24, 2023, 7:00 p.m. – Boardroom



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
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**Committee of the Whole
Tuesday, January 17, 2023 ♦ 7:00 pm
Boardroom**

Members: **Trustees:**
Rick Petrella (Chair), Dennis Blake, Dan Dignard, Halaena Buenviaje (Student Trustee), Mark Watson.

Regrets: Carol Luciani

Senior Administration:

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education).

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Blake.

1.2 Attendance

Attendance was as noted above.

1.3 Approval of the Agenda

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the January 17, 2023 meeting, as amended.

Carried

1.4 Declaration of Interest - Nil

1.5 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 – November 15, 2022

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Special Education Advisory Committee Meeting of November 15, 2022

Carried

4.2 Unapproved Minutes from the Special Education Advisory Committee Meeting – December 20, 2022

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from the Special Education Advisory Committee Meeting of December 20, 2022

Carried

4.3 Unapproved Minutes from the Mental Health Steering Committee Meeting – December 8, 2022

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from the Mental Health Steering Committee Meeting of December 8, 2022.

Carried

5. Committee and Staff Reports

5.1 Strategic Plan Process

Director McDonald presented the process and timeline for developing the new Strategic Plan for the Brant Haldimand Norfolk Catholic District School Board. The process for the development of the new plan will occur in three different phases: information gathering, review of previous plan and development of new plan and implementation and finally, monitoring of the plan. The aim is reach out to all stakeholders to ask them general questions on what they deem we can do as a system to make the greatest impact on our students. The Committee will be composed of representative stakeholders from all areas of the BHNCDSD community. Once the committee has developed the plan, it will be brought to the Board at the June Board meeting followed by the strategic roll out to the system

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Committee of the Whole refers the Strategic Plan Process Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried



6. Information and Correspondence

- 6.1 Superintendent Temple presented an update on the Tutoring Support opportunities that were offered between September and December 2022 within the Brant Haldimand Norfolk Catholic District School Board. The primary goals are to offer tutoring that is flexible and accessible for families, covers all grade levels and subject areas, offers in-person as well as virtual opportunities, while engaging community partners. The next steps are to build on support for ESL students, further promote small group in person opportunities at secondary and elementary levels and broaden the use of Knowledgehook for support in numeracy.

Trustee Chop inquired if transportation at the end of the school day was limiting students from participating in the in-person tutoring. Superintendent Temple confirmed that accommodations are being met where requested. Superintendent Temple also noted that most families enjoy the virtual option as they can participate when it works best for them. Trustee Blake inquired about the breakdown of families participating within the multiple geographical locations of the Board. Superintendent Temple is going to report back.

7. NOTICE OF MOTION

- 7.1 Trustee Blake asked that the following Notice of Motion be tabled,

THAT employees of the Brant Haldimand Norfolk Catholic District School Board return to physical workstations as of February 6, 2023.

Trustee Blake asked for an update on employees returning to work post-pandemic, as well as the number of days per week employees are working remotely. Director McDonald confirmed all employees have returned to work since the start of the Covid-19 pandemic. Some employees, depending on the job requirements, are currently working under an operating procedure that was developed during the pandemic. This operating procedure provides eligible employees based on their job requirements, the option of working remotely a maximum of 1-2 days per week. A Remote Work Policy has recently been developed and will be reviewed in February 2023 at Policy Committee.

Both Trustee Blake and Trustee Chopp agreed to table this motion until the next regular Board Meeting on February 28, 2023, after the Remote Work Policy has been reviewed.

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole tables the Notice of Motion until the next regular Board Meeting on February 28, 2023.

Trustee Inquiries - Nil

8. Business In-Camera

Moved by: Bill Chopp

Seconded by: Dennis Blake

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

Carried



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9. Report on the In-Camera Session

Moved by: Mark Watson

Seconded by: Bill Chopp

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

Carried

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: Bill Chopp

Seconded by: Mark Watson

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the January 17, 2023 meeting.

Carried

Next Meeting: Tuesday, February 21, 2023, 7:00 p.m. – Boardroom

2022-23
Trustee Meetings and Events

Date	Time	Meeting/Event
January 17, 2023	1:00 pm	Special Education Advisory Committee
January 17, 2023	7:00 pm	Committee of the Whole
January 24, 2023	7:00 pm	Board Meeting
February 7, 2023	4:00 pm	Policy Committee
February 15, 2023	3:00 pm	Executive Council Meeting
February 21, 2023	1:00 pm	Special Education Advisory Committee
February 21, 2023	7:00 pm	Committee of the Whole
February 22, 2023	7:00 pm	Regional Catholic Parent Involvement Committee
February 28, 2023	9:00 am	Student Transportation Services BHN
February 28, 2023	1:15 pm	Accessibility Steering Committee
February 28, 2023	7:00 pm	Board Meeting
March 8, 2023	3:00 pm	Executive Council Meeting
March 10, 2022	3:00 pm	Policy Committee
<i>March 13-17, 2023</i>		<i>MARCH BREAK</i>
March 21, 2023	9:00 am	Mental Health Steering Committee
March 21, 2023	1:00 pm	Special Education Advisory Committee
March 21, 2023	3:00 pm	Accommodations Committee
March 21, 2023	7:00 pm	Committee of the Whole
March 28, 2023	7:00 pm	Board Meeting
April 12, 2023	3:00 pm	Executive Council Meeting
April 18, 2023	1:00 pm	Special Education Advisory Committee
April 18, 2023	7:00 pm	Committee of the Whole
April 25, 2023	3:00 pm	Budget Committee
April 25, 2023	7:00 pm	Board Meeting
April 26, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
April 27-29, 2023		OCSTA AGM & Conference
<i>April 30 - May 5, 2023</i>		<i>Catholic Education Week</i>
May 1, 2023	5:00 pm	Catholic Student Leadership Awards
May 10, 2023	3:00 pm	Executive Council Meeting
May 16, 2023	1:00 pm	Special Education Advisory Committee
May 16, 2023	7:00 pm	Committee of the Whole
May 23, 2023	7:00 pm	Board Meeting
May 26, 2023	9:00 am	Student Transportation Services BHN
May 30, 2023	1:15 pm	Accessibility Steering Committee
June 1-3, 2023		CCSTA AGM
June 13, 2023	3:00 pm	Budget Committee
June 14, 2023	3:00 pm	Executive Council Meeting
June 19, 2023	5:00 pm	Audit Committee
June 20, 2023	7:00 pm	Committee of the Whole
June 27, 2023	7:00 pm	Board Meeting
June 28, 2023	4:45 pm	Assumption College Graduation
	6:30 pm	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, Faith Advisory Committee, Policy Committee