



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Agenda

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

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### Board Meeting Tuesday, January 28, 2025 ♦ 7:00 p.m. Boardroom

#### Trustees:

Carol Luciani (Chair), Dan Dignard (Vice-Chair), Dennis Blake, Bill Chopp, Rick Petrella, Mark Watson, Riley O'Brien (Student Trustee), Ryan Toft (Student Trustee)

#### Senior Administration:

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer), John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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#### 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, forever 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 – December 17, 2024.

Pages 3-5

##### 1.6 Business Arising from the Minutes

#### 2. Presentations

#### 3. Delegations

#### 4. Consent Agenda

#### 5. Committee and Staff Reports

##### 5.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting – January 21, 2025

Pages 6-11

Presenter: Dan Dignard, Vice-Chair of the Board

- 2025/26 School Year Calendar (pages 7-8)

##### 5.2 Student Trustee Update

Pages 12-13

Presenters: Riley O'Brien, Ryan Toft (Student Trustees)

#### 6. Information and Correspondence

##### 6.1 Outstanding Contribution to Catholic Education Award

Presenter: Carol Luciani, Chair of the Board

#### 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.

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

**12. Future Meetings and Events**

Page 14

**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**

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**Next Meeting:** Tuesday, February 25, 2025, 7:00 p.m. – Boardroom



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

**Minutes**

Catholic Education Centre  
322 Fairview Drive  
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**Board Meeting  
Tuesday, December 17, 2024 ♦ 7:00 p.m.  
Boardroom**

**Trustees:**

Carol Luciani (Chair), Dan Dignard (Vice-Chair), Dennis Blake, Bill Chopp, Rick Petrella, Mark Watson, Riley O'Brien (Student Trustee), Ryan Toft (Student Trustee)

**Senior Administration:**

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer)  
John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Trustee Dignard.

Chair Luciani welcomed the new Superintendent of Business, Rajini Nelson.

**1.2 Attendance**

Attendance was as noted above.

**1.3 Approval of the Agenda**

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the December 17, 2024, Board meeting.

**Carried**

**1.4 Declaration of Interest - Nil**

**1.5 Approval of Board Meeting Minutes – November 26, 2024**

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the November 26, 2024, Meeting of the Board.

**Carried**

**Approval of Special Meeting of the Board Minutes – December 9, 2024**

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the December 9, 2024, Special Meeting of the Board.

**Carried**

**Approval of Annual Meeting of the Board Minutes – December 10, 2024**

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the December 10, 2024, Special Meeting of the Board.

**Carried**



**1.6 Business Arising from the Minutes - Nil**

**2. Presentations**

**3. Delegations**

Jillian Clark presented a delegation surrounding the Trip to Italy.

**4. Consent Agenda - Nil**

**5. Committee and Staff Reports**

**5.1 Trustee Expenses**

Director McDonald presented the Trustee expenses report for the 2023-2024 school year. It was noted that the Italy expenses were listed separately but included in the total expenses. Director McDonald also noted that trustees have initiated repayment for the Italy expenses. Clarification regarding the communications line of reporting was discussed.

Moved by: Dennis Blake

Seconded by: Bill Chopp

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

**Carried**

**5.2 Student Trustee Report**

Student Trustees Riley O'Brien and Ryan Toft presented their second student trustee report. The athletic achievements of the fall sports teams were highlighted along with the launch of the winter sports teams across all three high schools. Semi-formals were held at ACS, Holy Trinity and St. John's with great success along with Christmas events. Outreach initiatives included the Angel campaign at St. John's and St. Mary's, the 12 Days of Giving Tree and Coats for Kids at Holy Trinity and Pennies from Heaven at Assumption.

Moved by: Bill Chopp

Seconded by: Dennis Blake

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**

Trustee Blake put forward two notices of motion:

**8.1** That the Board reaffirms its commitment to transparency and accountability by agreeing to release all expense documents, including all receipts, related to the said Italy trip upon request. This process will be carried out without any redactions, as well as bypassing the Freedom of Information Act.

There was no seconder, therefore the motion was not brought before the meeting.

**8.2** That the Board discontinues using Border Ladner and Gervais Law firm and its crisis management team or any other law or consulting firm regarding the Italy trip. Furthermore, we have an itemized cost to date by the next Board meeting.

There was no seconder, therefore the motion was not brought before the meeting.



## BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

Catholic Education Centre  
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### 9. Trustee Inquiries

Trustee Dignard inquired about future Policy committee meeting dates. Discussion regarding the ongoing shortage of teachers and supports in place for Emergency Instructions was had.

### 10. Business In-Camera

Moved by: Dennis Blake

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

Moved by: Dan Dignard

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 Luciani drew attention to the upcoming meetings and events.

### 13. Closing Prayer

The closing prayer was led by Chair Luciani.

### 14. Adjournment

Moved by: Dennis Blake

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the December 17, 2024 Board meeting.

**Carried**

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**Next meeting:** Tuesday, January 28, 2025, 7:00 p.m. – Boardroom

**RECOMMENDATIONS FOR THE BOARD FROM THE  
COMMITTEE OF THE WHOLE**

January 28, 2025

<b>AGENDA ITEM</b>	<b>MOTION</b>
5.1	THAT the Committee of the Whole refers the proposed 2025/2026 School Year Calendars to the Brant Haldimand Norfolk Catholic District School Board for approval.

**RECOMMENDATIONS:**

THAT the Brant Haldimand Norfolk Catholic District School Board receives the minutes of the Committee of the Whole Meeting of January 21, 2025.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of January 21, 2025

# REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE

Prepared by: Lorrie Temple, Superintendent of Education  
Presented to: Board of Trustees  
Submitted on: January 21, 2025  
Submitted by: Michael McDonald, Director of Education & Secretary

## SCHOOL YEAR CALENDAR 2025-26

Public Session

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### **BACKGROUND INFORMATION:**

Regulation 304 “School Year Calendar, Professional Activity Days”, and Policy/Program No. 151 set out the conditions governing and establishing school year calendars and outlines the following criteria that must be met:

- school year commences on or after September 1 and ends on or before June 30;
- the minimum number of school days required is 194;
- the minimum number of instructional days is 187;
- school boards must dedicate three PA days per school year to provincial education priorities and may dedicate up to four additional PA days per school year; and
- a board may designate up to ten instructional days as examination days.

Professional activities are focussed on ensuring equity of outcome and wellbeing for all students. The three mandatory PA days must be focused on teacher’s professional learning with respect to the following current provincial education priorities as outlined in *Achieving Excellence*:

- Achievement of Learning Outcomes in Core Academic Skills
- Preparation of Students for Future Success
- Student Engagement and Well-Being

Calendar specifications, at this point in time:

- The school year has been set at 194 days;
- The first day of school will be September 2, 2025, and the final day will be June 26, 2026;
- The calendars designate seven Professional Activity days (three designated as Ministry days; four designated as Board-directed days). Of the seven days, five are shared between secondary and elementary;
- For the three Ministry-designated days, elementary and secondary calendars will share the same PA days (November 14, 2025, April 17, 2026, and June 26, 2026);
- The elementary calendar includes two PA days for report card writing (January 19, 2026, and June 5, 2026);
- We also have October 7, 2025 (Fair Day) set as the PD Day for all our schools both elementary and secondary which will be considered for our Faith Day;
- The calendars align for busing with our co-terminus board; and
- We will consider moving to remote on March 13, 2026 at St. Cecilia weather dependent.

**DEVELOPMENTS:**

A School Year Calendar Committee meeting was held on January 13, 2025. The draft calendars were shared and vetted by representatives from the Curriculum and Special Education Departments, OECTA, OSSTF – Educational Support Staff/Early Childhood Educators/Plant Support Staff, the BHN Catholic Principals’ Council, Senior Administration, Board of Trustees, and the Regional Catholic Parent Involvement Committee executive. As has been past practice, the proposed calendars were also shared with representatives from the Grand Erie District School Board to maximize efficiencies in transportation. As noted previously, we have once again been able to have complete alignment for transportation with the dates/calendars being proposed for approval.

We have yet to receive the Ministry of Education Memo announcing the Professional Development topics for the year ahead. We were working off the topics from last year devoting time for Literacy, Numeracy, key priority areas in curriculum, assessment and evaluation, health and safety, as well as mental health and wellbeing, cyber security, and our Board Wide Faith/Spiritual Development Day.

**RECOMMENDATION:**

THAT the Committee of the Whole refers the proposed 2025/2026 School Year Calendars to the Brant Haldimand Norfolk Catholic District School Board for approval.





**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

**Minutes**

Catholic Education Centre  
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**Committee of the Whole  
Tuesday, January 21, 2025 ♦ 7:00 pm  
Boardroom**

**Trustees:**

Carol Luciani (Chair), Dan Dignard (Vice Chair), Dennis Blake, Bill Chopp, Rick Petrella, Mark Watson  
Riley O'Brien (Student Trustee), Ryan Toft (Student Trustees)

**Senior Administration:**

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer)  
John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Trustee Dignard.

**1.2 Attendance**

Attendance was as noted above.

**1.3 Approval of the Agenda**

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the January 21, 2025, meeting.

**Carried**

**1.4 Declaration of Interest – Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – November 19, 2024.**

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 minutes of the November 19, 2024, meeting.

**Carried**

**1.6 Business from the Minutes - Nil**

**2. Presentations – Nil**

**3. Delegations- Nil**

**4. Consent Agenda**

**4.1 Unapproved Minutes from the Special Education Advisory Committee – November 19, 2024**

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board



receives the unapproved minutes of the Special Education Advisory Committee Meeting of November 19, 2024.

**4.2 Unapproved Minutes from the Mental Health Steering Committee – November 25, 2024**

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Mental Health Steering Committee Meeting of November 25, 2024.

**4.3 Unapproved Minutes from the Special Education Advisory Committee – December 17, 2024**

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Special Education Advisory Committee Meeting of December 17, 2024.

**4.4 Unapproved Minutes from the School Year Calendar Committee – January 13, 2025**

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the School Year Calendar Committee Meeting of January 13, 2025

**5. Committee and Staff Reports**

**5.1 School Year Calendar**

Superintendent Temple presented the 2025/2026 school year calendar. The school year calendar committee meeting was held on January 13, 2025, and the draft calendars were shared and vetted by representatives from the three unions, staff, parent council, senior team and trustees. As has been past practice, the proposed calendars were also shared with representatives from our co-terminus board to maximize efficiencies in transportation and once again the calendars have complete alignment. Professional Development topics will be forthcoming from the Ministry.

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the proposed 2025/2026 School Year Calendars to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**



**5.2 PowerSchool Cyber Incident**

Director McDonald presented the updated report on the PowerSchool cyber incident. Discussion regarding potential information breached and the steps taken by the board was had. The fact that PowerSchool could not determine the arbitrary nature of Board's effected data was also discussed.

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole refers the PowerSchool Cyber Incident to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**6. Information and Correspondence**

**7. Trustee Inquiries**

Discussion was had regarding the building timelines for Pope Francis Catholic Elementary School scheduled to open in September 2025.

**8. Business In-Camera**

Moved by: Bill Chopp

Seconded by: Dan Dignard

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: Dennis Blake

Seconded by: Mark Watson

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 Luciani drew attention to the upcoming meetings and events.

**11. Closing Prayer**

The closing prayer was led by Chair Luciani.

**12. Adjournment**

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the January 21, 2025, meeting.

**Carried**

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**Next meeting:** Tuesday, February 18, 2025, 7:00 p.m. – Boardroom

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

Prepared by: Riley O'Brien, Ryan Toft, Student Trustees  
Presented to: Board of Trustees  
Submitted on: January 28, 2025  
Submitted by: Mike McDonald, Director of Education & Secretary

### STUDENT TRUSTEE REPORT

Public Session

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#### **BACKGROUND INFORMATION:**

St. John's College (SJC), Assumption College School (ACS), Holy Trinity Catholic High School (HT), and St. Mary's Catholic Learning Center (SMCLC) have begun the new year off strong as they enter first-semester exam season.

#### **DEVELOPMENTS:**

The Student Senate met via Teams on January 21, 2025, to continue sharing school news and begin planning for the next BHNCDSB Student Council retreat. Student Senate will meet again on February 18, 2025. All three high schools have had minimal activities scheduled this month to allow students time to study for exams.

#### **SCHOOL NEWS:**

St. John's had a busy end to the year with the Twelve Days of Christmas, which had a variety of activities and at least one activity every day for students to enjoy. Student Council wrapped up these twelve exciting days on December 20, 2024, with a "Spirit of Christmas Day", where the whole school participated in activities and a celebration. With exams beginning on January 23, 2025, the Student Council held an exam distress week with days including mindful Monday and wellness Wednesday. Valentine's day activities have been planned for February with a Valentine's Day assembly happening on February 14, 2025.

In sports news, the SJC curling team competed against PDHS on January 15, 2025, and the AABHN curling meet is taking place on January 18, 2025. Additionally, the social science club met to discuss subtitles vs dubbing.

Assumption had a busy December before the break with the Semi Formal dance, Student Council retreat, and 5 Days of Christmas Spirit activities. The 5 Days of Christmas Spirit ended with the annual spirit of Christmas event where everyone gathered in the gym for fun pep rally events. In February, Student Council will have Valentine's Day carnations available for students to purchase. Assumption also recently held its Grade 8 open house on January 15, 2025, to showcase the school, course selection, and different clubs that are offered. The annual Grade 10 Quebec French trip is scheduled to take place February 12-17, 2025. Registration for the New York City art trip has opened for students to sign up.

In sports news, both the boys' basketball teams are excelling this year. Both teams are currently in second place in the city and are heading into playoffs the week after exams. Girls' volleyball has also had a good season with the junior girls currently being ranked second and both junior and senior girls heading to playoffs the week after exams. In hockey, the boys are currently ranked third and the girls are second, and both will advance to the playoffs in February.

Holy Trinity had a busy December with a Christmas Spirit Month filled with many holiday activities for students to enjoy.

In sports news, the junior and senior girls' volleyball teams have seen great success in their games so far in the season. Additionally, the regular season of the varsity boy's hockey team has ended after they earned themselves a spot in the semi-finals of league championships.

St. Mary's Catholic Learning Centre has had a strong start to 2025, with their Student Council leading an inspiring initiative to improve their community and environment. After receiving a gracious grant of \$500 from the Canadian charity, "Learning for a Sustainable Future", St. Mary's Student Council has been carefully planning how they wish to use this funding. To promote wildlife prosperity and biodiversity in their school community, they have decided to dedicate the money towards building homes for wildlife, putting bird decals on windows to prevent bird collisions, and an indoor garden to promote hands-on learning. Both St. Mary's Student Council and their student body look forward to seeing these plans come to fruition as they continue to make advancements in planning.

**RECOMMENDATION:**

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

**2024-25**  
**Trustee Meetings and Events**

<b>Date</b>	<b>Time</b>	<b>Meeting/Event</b>
January 15, 2025	3:00 pm	Executive Council Meeting
January 17-18, 2025		OCSTA Trustees Seminar
January 21, 2025	1:00 pm	Special Education Advisory Committee
<b>January 21, 2025</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
January 28, 2025	1:30 pm	Faith Advisory Council Meeting
<b>January 28, 2025</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
February 3, 2025	9:00am	Mental Health Steering Committee
February 3, 2025	6:30pm	Regional Catholic Parent Involvement Committee
February 11, 2025	3:00pm	Policy Committee
February 12, 2025	3:00 pm	Executive Council Meeting
February 18, 2025	1:00 pm	Special Education Advisory Committee
<b>February 18, 2025</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
February 25, 2025	9:00 am	Student Transportation Services BHN
February 25, 2025	1:00pm	Accessibility Steering Committee
<b>February 25, 2025</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
March 5, 2025	3:00 pm	Executive Council Meeting
<i>March 10-14, 2025</i>		<i>MARCH BREAK</i>
March 18, 2025	1:00 pm	Special Education Advisory Committee
<b>March 18, 2025</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>March 25, 2025</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
April 7, 2025	3:00 pm	Accommodations Committee Meeting
April 9, 2025	3:00 pm	Executive Council Meeting
April 14, 2025	6:30 pm	Regional Catholic Parent Involvement Committee
April 15, 2025	1:00 pm	Special Education Advisory Committee
<b>April 15, 2025</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
April 17, 2025	1:30 pm	Faith Advisory Council Meeting
<b>April 22, 2025</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
May 1-3, 2025		OCSTA AGM & Conference
<i>May 5-9, 2025</i>		<i>Catholic Education Week</i>
May 5, 2025	5:00 pm	Catholic Student Leadership Awards
May 7, 2025	3:00 pm	Budget Committee
May 12, 2025	1:00 pm	Accessibility Steering Committee
May 12, 2025	6:30 pm	Regional Catholic Parent Involvement Committee
May 14, 2025	3:00 pm	Executive Council Meeting
May 20, 2025	1:00 pm	Special Education Advisory Committee
<b>May 20, 2025</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
May 26, 2025	9:00 am	Mental Health Steering Committee
May 27, 2025	9:00 am	Student Transportation Services BHN
<b>May 27, 2025</b>	<b>7:00pm</b>	<b>Board Meeting</b>

June 5-7		CCSTA AGM
June 9, 2025	1:00 pm	Accessibility Steering Committee
June 9, 2025	5:00pm	Audit Committee
June 10, 2025	1:30 pm	Faith Advisory Committee Meeting
June 10, 2025	1:30 pm	Mental Health
June 11, 2025	3:00 pm	Executive Council Meeting
<b>June 17, 2025</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>June 24, 2025</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
June 26, 2025	4:45 pm 6:30 pm 7:00 pm	Assumption College Graduation Holy Trinity Graduation 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.