



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Board Meeting Tuesday, June 27, 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.

Chair Petrella welcomed Halaena Buenviaje as the 2022-23 Student Trustee.

1.3 Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 27, 2022 Board meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Board Meeting Minutes – May 24, 2022

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the May 24, 2022 Meeting of the Board.

Carried

Approval of Special Board Meeting Minutes – June 14, 2022

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the June 14, 2022 Special Meeting of the Board.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations - Nil

3. Delegations – Nil



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4. Consent Agenda – Nil

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendation of the Committee of the Whole Meeting - June 21, 2022

Vice-Chair Luciani reviewed the business of the June 21, 2022 Committee of the Whole meeting and brought forward the following recommendations:

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2022-23 Salaries and Benefits Budget, in the amount of \$121,054,568.

Carried

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2022-23 Other Operations Budget, in the amount of \$31,763,695.

Carried

Moved by: Mark Watson

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2022-23 Capital Budget, in the amount of \$6,551,173.

Carried

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves:

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2022 and ending on August 31, 2023 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.



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- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act] a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all the moneys collected or received in respect of the current revenues of the Board;

The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

Moved by: Carol Luciani

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 June 21, 2022.

Carried

5.2 Q3 Financial Report (May 31, 2022)

Superintendent Keys noted an increase in enrolment and an average daily enrolment (ADE) of 65 students. He also advised of additional expenses more than planned as a result of the pandemic and its restrictions, isolation requirements and cancellation of professional development activities. A summary of the financial results dashboard was shared.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receive the Q3 Financial Report (May 31, 2022).

Carried



5.3 Annual Special Education Report

Superintendent Greco underscored the Board's commitment to providing inclusive education. An outline of the strategic implementation of professional learning and training for staff was shared along with updates regarding programs and supports in place across the system for learners. A review of the dialogue with community partners, school staff, parents and students in secondary self-contained programs was provided including areas of improvement that were identified such as more awareness and information regarding available supports for students upon graduating secondary school. A summary of the three pathways was also shared including Specialized College Program, Transitional Age Youth Services, and Employment Programs.

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Special Education Annual Report 2021-22.

Carried

5.4 Strategic Plan Progress

Director McDonald reviewed the strategic plan goals. The pandemic played a role in the how the board changed delivery methods of business and impacted the ability for staff and students to interact and unfortunately deterred the focus from the strategic plan. Discussion was held regarding the various topics such as teaching and learning, belonging, and wellness.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Strategic Plan Progress Report.

Carried

5.5 Board By-Law Revision

Chair Petrella outlined the proposed changes to provisions of delegations in order to align with other boards. With an increasing number of capital projects it was recommended that a committee be established to review the project. Due to changes in regulation and term of office for school boards, it was recommended to amend the inaugural meeting date. The following revisions and housekeeping items were brought forward:

6.10 Delegations

- 6.10.1 Any Catholic School elector or group may request to address the Board as a delegation.
- 6.10.2 The delegation must provide the request in writing to the Director of Education of the Chair of the Board, ~~at least five (5) days prior to the next regular meeting of the Board or Committee at which the Delegation wishes to be heard.~~ **15 days prior to the meeting which the Delegation wishes to be heard.**
 - 6.10.2.1 The request shall contain the topic to be discussed and the identity of the Spokesperson(s).



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- 6.10.2.2 The person(s) wishing to address the Board or Committee shall be notified of the date, time and location of the meeting at which the presentation will be made.
- 6.10.2.3 Delegations will, upon notification, have these regulations shared with them prior to their presentation.
- 6.10.2.3 Delegations will, upon notification, have these regulations shared with them prior to their presentation.
- 6.10.2.4 Copies of the presentation shall be shared with the Board of Committee ~~at the same time that the agenda is distributed or at such time as the presentation is made.~~ **15 days in advance of the proposed date of presentation, failure to do so will result in the cancellation of the scheduled presentation. The board may also cancel said meeting request should the proposed content of the presentation should it be deemed inappropriate or contrary to the Catholic values of the Board.**
- 6.10.2.5 In any case, the subject matter of the Delegation will not be discussed, **or debated**, nor will a decision be made at the meeting at which the presentation is made unless the matter is on the agenda as pre-determined.
- 6.10.2.6 Delegations will be advised that the Chair will not allow content or language which is not consistent with the values of the Board, **and any violations or inappropriate conduct will result in the immediate cessation of the presentation at the discretion of the Chair.**
- 6.10.2.7 Following the presentation by the Delegation, questions of clarification only will be allowed through the Chair.
- 6.10.3 A delegation's presentation will be limited to **10** minutes. Amendments as to the length of time are at the discretion of the Chair.
- 6.10.4 In-Camera rules shall apply to Delegations of an In-Camera nature.
- 6.10.5 Notwithstanding the above, the Board retains the discretion to decide all matters concerning delegations.



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8.2 Advisory Committees of the Board

8.2.6 Capital Project Review Committee

Composed of one (1) Trustee from City of Brantford or County of Brant, one (1) Trustee from Norfolk County, one (1) Trustee from Haldimand County, Superintendent of Business & Treasurer and Manager of Facilities. Function is to review capital projects.

6.2 Regular Meetings of the Board

6.2.1.2 School Holidays

During the months of March and December, school holidays impact on the regularly scheduled meeting dates. In December, there will be two meetings: ~~the Inaugural or Annual Meeting as legislated, and a Board Meeting on the second Tuesday of the month.~~ **The last and second last Tuesday prior to Christmas break.** In March, both the Committee of the Whole Meeting and the Board Meeting will be scheduled after the planned March Break.

Trustee Casey noted his opposition to having delegates provide a copy of their presentation to the Board as outlined in Section 6.10.2.4.

Trustee Casey requested that capital project be defined in the terms of reference in reference to Section 8.2.6 Capital Project Review Committee.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the amendments to the Board By-Laws including revisions to Section 6.10 Delegations, the addition of 8.2.6 Capital Project Review Committee and revisions to Section 6.2.1.2 to reflect changes to the board meeting schedule following the new term of office.

Carried

5.6 Student Trustee Update

Student Trustee O'Brien advised that Assumption College School recently hosted a successful athletic banquet along with the first prom in two year and an in-person liturgy. Holy Trinity Holy Trinity sold Student Price Cards and have started getting ready for next year's Fall Fair. The school also held an in-person school Mass and a great prom night. St. John's College School also had a very successful prom night. Students also made an end of the year video to play for the whole school.

On behalf of the Board and Senior Administration, Chair Petrella thanked Student Trustee O'Brien for his commitment to the Board throughout the year and presented him with a letter of commendation.



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Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee Update 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: Bill Chopp

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: Mark Watson

Seconded by: Bill Chopp

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: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the June 21, 2022 Board meeting.

Carried

Next meeting: Monday, September 27, 2022, 7:00 p.m. – Boardroom