



# **BRANT HALDIMAND NORFOLK Catholic District School Board**

## **Minutes**

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

### **Board Meeting Tuesday, June 24, 2025 ♦ 7:00 p.m. Boardroom**

#### **Trustees:**

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

#### **Regrets:**

Rick Petrella (on-leave)

#### **Senior Administration:**

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

## **1. Opening Business**

### **1.1 Opening Prayer**

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

### **1.2 Attendance**

Attendance was as noted above.

### **1.3 Approval of the Agenda**

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 24, 2025, Board meeting.

**Carried**

### **1.4 Declaration of Interest - Nil.**

### **1.5 Approval of Board Meeting Minutes – May 27, 2025**

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the May 27, 2025, Meeting of the Board.

**Carried**

### **1.6 Business Arising from the Minutes – Nil**

## **2. Presentations –**

### **2.1 The Board recognized the retirement of Orazio Caltagirone, Principal, St. Patrick Catholic Elementary School Brantford.**

The Board recognized the retirement of Erin Bedard, Principal, St. Joseph's Catholic Elementary School.

The Board recognized the retirement of John Nicholson, Vice-Principal, Holy Trinity Catholic High School.



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- 2.2** The Board recognized the outgoing 2024/2025 Student Trustees Riley O'Brien and Ryan Toft.  
The Board welcomed the 2025/2026 Student Trustees Riley O'Brien and Mulan How.

**3. Delegations - Nil**

**4. Consent Agenda - Nil**

**5. Committee and Staff Reports**

**5.1 Unapproved Recommendations of the Committee of the Whole Meeting - June 17, 2025.**

Vice-Chair Trustee Dignard brought forward the recommendations from the June 17, 2025, Committee of the Whole meeting. Trustee Blake requested that the by-laws be removed from the motion and voted on separately.

THAT the Committee of the Whole refers the Workplace Violence Prevention policy #300.20 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Committee of the Whole refers the Workplace Harassment Policy #300.02 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT Committee of the Whole refers the Duty to Report Policy #300.23 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT Committee of the Whole refers the Use of Service Animals in School Facilities Policy #200.40 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT Committee of the Whole refers the Purchasing Cards Policy #700.01 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Committee of the Whole refers the Trustee Expenses Policy #100.10 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT Committee of the Whole refers the Trustee Code of Conduct #100.04 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT Committee of the Whole refers the Access to Legal Counsel Policy #100.09 to the Brant Haldimand Norfolk Catholic District School Board for rescinding.

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board receives the minutes of the Committee of the Whole Meeting of June 17, 2025.

**Carried**



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Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of June 17, 2025 except for the by-law changes.

**Carried**

Trustee Blake made a motion to change the last sentence of section 6.4.16 of the by-laws, Trustee Blake requested changing the word "and" to "when."

Moved by: Dan Dignard

Seconded by: Bill Chopp

**Carried**

Trustee Blake made a motion on item 6.2.1.1 of the by-laws THAT the Brant Haldimand Norfolk Catholic District School Board reinstates the Committee of the Whole and the Board meetings on separate nights. There was no seconder.

Chair Luciani called the original motion and noted she would be voting. Trustee Blake requested a roll call vote.

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Committee of the Whole refers the By-law changes including the preamble and sections 4.1.1, 5.4.1(l), 5.4.1(m), 6.2.1.1, 6.2.2.1, 6.2.2.2, 6.4.14, 6.4.16, 6.4.16.1, 6.4.16.2, 6.4.16.3, 6.4.16.4, 6.4.16.5, 6.4.16.6, 6.5.2, 6.5.3, 6.5.4, 6.5.5, 6.7, 6.9.2, 6.9.2.4, 7.1, 8.0.(b), 8.0.(d), 8.0.(h), 8.2, 8.2.2, 8.2.3, 8.2.5, 8.2.6, 8.2.7, 9.2, 11.3, 15.0, 15.1, 16.0, 16.2, 16.3, 16.4, 16.5, 16.6, 16.7, 16.8, 17.0 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Trustee	Vote
Dan Dignard	Yes
Carol Luciani	Yes
Mark Watson	Yes
Dennis Blake	No
Bill Chopp	Yes

### Result

The motion **passed** with 4 in favor and 1 opposed

**Carried**

## 5.2 Ministerial Governance Review Recommendation Progress Report

Director McDonald presented the Ministerial Governance Review recommendation progress report. This report contains a series of action items and timelines as noted by the reviewer Aaron Shull and the Honourable Paul Calandra, Minister of Education. Director McDonald noted that the Board is on track to complete the action items.

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Ministerial Governance Review Recommendation Progress Report.



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### **5.3 Carried Strategic Plan Progress Report**

Director McDonald presented the strategic plan progress report. The board is currently in the third year of the multi-year plan. The BHNCDSB Strategic Plan remains the foundation by which change, and growth occurs the Board. It continues to be the vehicle by which the mission and vision of the Board are operationalized by all staff and understood by the community. The plan reflects the diverse geography, communities and stakeholders who make up the BHNCDSB learning community. Appendix A is the avenue through which senior team assesses the overall success of the plan through the monitoring of the goals as indicators of success. This assessment is critical to inform next steps and further actions. Action items and responsibilities, along with indicators for success and criteria for measurement, are included in this plan. The hard work of the senior team was highlighted in the implementation and execution of the plan.

Moved by: Bill Chopp

Seconded by: Dan Dignard

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

**Carried**

### **5.4 Senior Team and Trustee Expense Report**

Director McDonald presented the senior team and trustee expense report. As part of the governance review and ministerial response, item 8.1. encourages fiscal responsibility through transparent and accountable management of discretionary expenses. Item 8.1.2 reflects the requirement to publish quarterly expense summaries for both the Board of Trustees and the Senior Administration. The budget for trustee expenses will be brought to the board through the budget process for 2025-2026. It was noted that Senior team and Trustee expenses must be submitted by August 31, 2025. Some of the Senior team expenses were discussed including mileage where some staff members have higher mileage due to carpooling with other members of the senior team in an effort to save money

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Senior Team and Trustee Expenses report for expenses incurred from September 2024 to May 2025.

**Carried**

### **5.5 Student Support Services and Mental Health and Addictions Strategy Annual Report 2024-25**

Superintendent Della Fortuna presented the Student Support Services and Mental Health and Addictions Strategy Annual Report for the 2024-2025 school year. This report outlines preventive mental health and wellbeing programs along with school-wide supports and interventions for students experiencing mental health challenges. The report also highlights the strategic implementation of system-wide professional learning and training, implementation of evidence-informed programming and curriculum and support offered throughout the three tiers of intervention. Child and Youth Worker Lisa Maskall was highlighted for being selected as this year's Jays Care Affiliate School Coach of the Year for her work at implementing the Girls at Bat program, which is designed to create spaces that empower and center the leadership and voices of girls while making it easy to belong. The success of several programs was highlighted including PreVenture, and Camp Blast.



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Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Support Services and Mental Health and Addiction Strategy Annual Report 2024-25.

**Carried**

### **5.6 Student Trustee Report**

Student Trustees Riley O'Brien and Ryan Toft presented their final report for the 2024/2025 school year. Highlights from the high schools included the recognition of student athletes at the annual athletic awards banquets, senior sunsets and post-secondary spirit wear days for grade 12 students along with Wellness fairs, experiential learning opportunities, relay for life events, proms, STEM Olympics, ACE events, spring coffee houses, concert band performances and drama productions. The student senators met for the last time this school year and the 2025-26 senator-elects were provided with an orientation and opportunity to meet with current student senators.

Moved by: Dan Dignard

Seconded by: Dennis Blake

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

**Carried**

## **6. Information and Correspondence**

### **6.1 Pope Francis Catholic Elementary School Update**

Superintendent Lawlor provided an update on the Pope Francis Catholic Elementary School. The school continues to be on a timeline to open for this coming September 2025. The BHNCDSB will take possession of the building in two official stages. The second floor will be ready in mid-July and the first floor in mid-August. This will give an opportunity for large orders of curricular materials, furnishings and the like to be delivered and assembled while workers continue to put finishing touches on the building.

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Information and Correspondence since the last meeting.

Moved by: Bill Chopp

Seconded by: Dan Dignard

**Carried**

## **7. Notices of Motion**

### **Trustee Chopp put forward the following Notice of Motion:**

That the Board of Trustees implement a revised Trustee inquiry process to support transparent and accountable governance, effective immediately.

1. Trustees may submit written questions to the Chair of the Board and the Director of Education no later than 72 hours prior to a scheduled Board meeting.



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2. The Director of Education shall provide written responses to the questions submitted in the Information and Correspondence section of the public agenda for that meeting.
3. Both submitted questions, and the responses shall be included in the public record through the official Board minutes.
4. The intent of the process is to promote respectful communication between Trustees and senior administration, support Trustees in addressing constituent concerns, and reinforce the principles of transparency and accountability as outlined in Ministry guidance and Trustee retraining.

### **8. Notices of Motion Being Considered for Adoption**

Trustee Blake put forward the following notice of motion.

- 8.1** THAT the Brant Haldimand Norfolk Catholic District School Board rescinds the following from Item 6.10.2.4 in the Board By-Laws, "Copies of the presentation shall be shared with the Board or Committee 15 days in advance of the proposed date of presentation, failure to do so will result in the cancellation of the scheduled presentation."

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

### **9. Trustee Inquiries - Nil**

### **10. Business In-Camera**

Moved by: Bill Chopp

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: Bill Chopp

Seconded by: Dan Dignard

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 which include the Grade 12 graduations at the various BHNCD SB high schools.

### **13. Closing Prayer**

The closing prayer was led by Chair Luciani

### **14. Adjournment**

Moved by: Mark Watson

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the June 24, 2025, Board meeting.

**Carried**

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**Next Meeting:** Tuesday, September 23, 2025, 6:30 p.m. – Boardroom