



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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

### Board Meeting Tuesday, November 25, 2025♦ 6:30 p.m. Boardroom

#### **Trustees:**

Carol Luciani (Chair), Dan Dignard (Vice-Chair), Dennis Blake, Bill Chopp  
Mulan How (Student Trustee), Riley O'Brien (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: Dan Dignard

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the November 25, 2025, Meeting of the Board.

**Carried**

### 1.4 Declaration of Interest - Nil.

### 1.5 Approval of Board Meeting Minutes – October 28, 2025

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 28, 2025, Meeting of the Board.

**Carried**

### 1.7 Business Arising from the Minutes – Nil

## 2. Presentations – Nil

## 3. Delegations - Nil

## 4. Consent Agenda

### 4.1 Unapproved Minutes of the Committee of the Whole Meeting – October 28, 2025

Moved by: Dennis Blake

Seconded by: Dan Dignard



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THAT the Brant Haldimand Norfolk Catholic District School Board receives the minutes of the Committee of the Whole Meeting of October 28, 2025.

**Carried**

### 5. Committee and Staff Reports

#### 5.1 Insurance Renewal

Superintendent Nelson presented the Insurance Renewal report. The Board's property and liability insurance is currently covered by the Ontario School Boards' Insurance Exchange (OSBIE), which is a reciprocal cooperative established in 1987. OSBIE insures most school boards and several joint ventures in Ontario. As of January 1, 2026, OSBIE is in the final year of the current five-year Subscription Period, which ends on December 31, 2026. In addition to their regular insurance program, OSBIE provides an incentive program to help reduce fees even further. Overall premiums are set by OSBIE's appointed actuary to ensure sufficient funding for anticipated future claims, and premiums fluctuate annually based on several factors. As a subscriber, OSBIE provides additional value by returning premiums based on the pool's experience. In 2025, the Board received a premium refund of \$40,581, excluding PST.

Moved by: Bill Chopp

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2026 insurance renewal premium, payable to the Ontario School Boards' Insurance Exchange, in the amount of \$196,376.00, excluding PST.

**Carried**

#### 5.2 Trustee Appointment Process Update

Director McDonald provided an update on the Trustee Appointment Process. On Thursday October 30, 2025, the BHNCSB began advertising the vacancy and submission of applications process via a variety of sources. Potential candidates were asked to complete a submission to the Office of the Director. In January 2026, a Special Meeting of the Board will be convened for candidates to make a brief presentation to trustees in the open session so that trustees can decide on who will fill the vacancy. At the conclusion of the presentations, the Trustees will vote for their preferred candidate with the Director of Education and Secretary of the Board and Superintendent of Business acting as scrutineers. After the winner is determined, the Chair of the Board will announce the name of the successful candidate and request a motion to confirm the voting results. The successful candidate will be appointed to the role and will be sworn in prior to the conclusion of the meeting.

Moved by: Bill Chopp

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Trustee Appointment Process update report.

**Carried**

#### 5.3 Student Trustee Report

Student Trustees Mulan How and Riley O'Brien presented their second report for the 2025/2026 school year. Highlight ACS girls CWOSSA basketball.

Moved by: Dennis Blake

Seconded by: Bill Chopp



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

**Carried**

### 6. Information and Correspondence

Chair Luciani highlighted the plaque that she received on behalf of the Board at the recent Thank a Veteran luncheon she attended with Director McDonald. The plaque is in recognition of the BHNCSB's strong and long term commitment and dedication to honouring and remembering Veterans for the last 28 years.

### 7. Notices of Motion – Nil

### 8. Notices of Motion Being Considered for Adoption- Nil

### 9. 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**

### 10. 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**

### 11. Future Meetings and Events

Chair Luciani drew attention to the upcoming meetings and events.

### 12. Closing Prayer

The closing prayer was led by Chair Luciani.

### 13. Adjournment

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the November 25, 2025, Board meeting.

**Carried**

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**Next Meeting:** Tuesday, December 16, 2025, 6:30 p.m. – Boardroom