



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

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

**Special Meeting of the Board
Wednesday, July 17, 2019 ♦ 4:00 p.m.
Trustees' Meeting Room**

Trustees:

Present: Rick Petrella (Chair), Cliff Casey, Carol Luciani

Teleconference: Dan Dignard (Vice-Chair),

Absent: Bill Chopp & Mark Watson

Senior Administration:

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Michelle Shypula (Superintendent of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Chair Petrella.

1.2 Attendance – as noted above

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 Special Meeting of the Board of July 17, 2019.

Carried

1.4 Declaration of Interest

Prior to the Special Meeting of the Board, Trustee Chopp and Vice Chair Dignard declared conflicts of interest with respect to Items 2.1 and 2.2 of the agenda. Trustee Chopp did not attend the meeting and Vice Chair Dignard did not take part in the consideration or discussion of, or vote on any question with relation to this items.

2. Committee and Staff Reports

2.1 2019-20 Operating and Capital Budget

Superintendent Keys spoke about the presentation of a balanced budget for the 2019-20 school year to the budget committee and the follow-up that was provided a week later. There was a trustee enquiry on the Board's current accumulated surplus and data was requested on it. Superintendent Scott indicated that the Board has about \$18 million available for compliance which is a ministry guideline regulation and that he would provide this information to the Trustees.



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Moved by: Cliff Casey

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2019-20 Salaries and Benefits Budget, in the amount of \$105,715,832

Carried

There was a trustee enquiry about the increase in cost of Instructional advertising at St. Joe's and Holy Trinity to which Chair Petrella indicated that from next year a line item approach will be followed on where the monies are being spent and the plan is to start from a zero budget.

In response to a trustee inquiry regarding the increase in cost of Religion courses for new hires, Superintendent Shypula indicated that Religion Part One is covered for all new teachers.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2019-20 Other Operations Budget, in the amount of \$28,895,412

Moved by: Cliff Casey

Seconded by: Carol Luciani

Carried

There was a trustee enquiry on the cost of portables and portapacks which are funded using the Board's accumulated program and the increased enrollment at St. Joe's, Superintendent Scott indicated that information would be provided at the next meeting. There was also a request made to have an Accommodations meeting in September to understand the current enrollment pressure. In response to another trustee inquiry on the increase in the Catholicity budget, Director McDonald indicated that he will provide the requisite information.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2019-20 Capital Budget, in the amount of \$5,989,866.

Carried

2.2 Interim Financial Report – May 2019

Superintendent Keys presented the highlights of the Interim Financial Report. As of May 31, 2019, salaries and benefits have consumed about 73.9% of budget (May 2018, 74.9%), resulting from several vacancies filled later in the year. He also indicated that short- and long-term supply teacher coverage has been tending favourably and that benefits are trending under budget at 72.9% of budget (May 2018, 75.5%), resulting from the transfer to the Provincial Trust Plans for our employee groups.

There was trustee enquiry to check if the savings in supply costs occurred as a result of absenteeism, and not filling up vacancies. In response to a trustee enquiry on the number of supply teachers for next year, number of supply days and absenteeism issues. Director McDonald indicated that he would provide data on provincial experience and where the Board ranks as compared to them.

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Interim Financial Report – May 2019 report.

Carried



3. Information and Correspondence

3.1 Five - Year Energy Conservation and Demand Management Plan

Superintendent Keys spoke about Ontario Regulation 507/18 – Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans that require all public agencies, including school boards, to prepare a five-year Energy Conservation and Demand Management Plan (ECDM) for 2018-19 to 2023-24. He indicated that legislation had changed but there was no change in the requirement and that it will be a public facing document that will be posted on the website.

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Five - Year Energy Conservation and Demand Management Plan

Carried

4. Business In-Camera

Moved by: Carol Luciani

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session of the Special Meeting of the Board.

Carried

5. Report on the In-Camera Session

Prior to the Special Meeting of the Board, Trustee Chopp and Vice Chair Dignard declared conflicts of interest with respect to Item 2.1 of the in-camera session and did not attend the meeting. Trustee Casey declared a conflict of interest with respect to Item 2.1 of the in-camera session and left the meeting room. He did not take part in the consideration or discussion of, or vote on any question with relation to this item.

Moved by: Carol Luciani

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the in-camera session of the Special Meeting of the Board.

Carried

6. Adjournment

Moved by: Carol Luciani

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Special Meeting of the Board of July 17, 2019

Carried