



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Special Meeting of the Board Thursday, May 21, 2020 ♦ 4:00 p.m. Video Conference

Trustees:

Present: Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard, Mark Watson

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 Chair Petrella.

1.2 Attendance

Pursuant to Section 5, Subsection 5.1(2) of Ontario Regulation 463/97 under the *Education Act* which requires that certain members of a board be physically present at meetings, will not apply when schools are closed as a result of an order made under the *Education Act*, the *Health Protection and Promotion Act* (HPPA) or the *Emergency Management and Civil Protections Act* (EMCPA). In these circumstances, a board will be able to meet exclusively by electronic/virtual means.

1.3 Approval of the Agenda

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the April 7, 2020 Special Meeting of the Board.

Carried

1.4 Declaration of Interest – Nil

1.5 Approval of Committee of the Whole Meeting Minutes – February 18, 2020

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes of the February 18, 2020 Committee of the Whole meeting.

Carried

Approval of Board Meeting Minutes – February 25, 2020

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes of the February 25, 2020 Board meeting.

Carried



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Approval of Special Meeting of the Board Minutes – March 24, 2020

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes of the March 24, 2020 Special Meeting of the Board.

Carried

Approval of Special Meeting of the Board Minutes – April 7, 2020

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes of the April 7, 2020 Special Meeting of the Board.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations – Nil

3. Delegations – Nil

4. Consent Agenda

4.1 That the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from the Friends of the Educational Archives Committee of January 21, 2020

4.2 That the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from the Special Education Advisory Committee of February 11, 2020

4.3 That the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes of the Student Transportation Services Brant Haldimand Norfolk Board of Directors Meeting of February 25, 2020

4.4 That the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes of the Policy Committee Meeting of March 9, 2020

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board receives all reports and under the Consent Agenda.

Carried

5. Committee and Staff Reports

5.1 French Immersion Program Policy 200.30

Superintendent Temple provided an outline of staffing concerns and introducing caps to kindergarten classes. It was also noted that the board will continue to actively recruit while working with Teacher Colleges and other partnerships.

Moved: Dan Dignard

Seconded: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised French Immersion Program Policy 200.30.

Carried



5.2 Concussion Policy 200.08

Superintendent Temple highlighted changes to the policy including an updated definition, and the addition of Concussion Awareness Strategies; Concussion Awareness Training; Concussion Prevention Strategies; Identification of a Suspected Concussion; Return to School/Learn Plan and Concussion Tracking. The policy will take effect in September 2020.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Concussion Policy 200.08.

Carried

5.3 Financial Report as of February 2020

Superintendent Keys outlined the few variances and noted the total spending was at 50% of the annual budget. It was also noted that there were changes to the forecast as a result of strikes, cancelled professional development, various budget efficiencies and an increase in administration costs. It should be noted that this forecast has not considered additional expenses related to COVID19 and extended school closures,

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receive the Interim Financial report as at February 29, 2020.

Carried

5.4 Board Enrolment Update as of March 31, 2020

Superintendent Keys reviewed the enrolment chart and provided an overview of current and estimated enrolment numbers.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Enrolment Update Report as of March 31, 2020.

Carried

5.5 Procurement Policy 700.01

Superintendent Keys reviewed the development process which included consulting with various departments and legal. The policy would have an effective date of September 1, 2020.

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revisions to the Procurement Policy 700.01; effective September 1, 2020.

Carried



6. Information and Correspondence

6.1 Budget Update

Superintendent Keys provided an update regarding the budget. It is anticipated that the budget would be brought forward during the summer as GSNs have not yet been released. He also advised that there were no major changes expected.

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence items since the last meeting.

Carried

7. Trustee Inquiries

Trustee Casey commended staff's work on submissions for Catholic Education Week.

8. Business In-Camera

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an In-Camera session.

Carried

9. Report on the In-Camera Session

Trustees Cliff Casey, Bill Chopp and Dan Dignard declared a conflict of interest in items 5.6 and 5.7 of the in-camera session and left the room. They 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: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the In-Camera session.

Carried

10. Future Meetings and Events - Nil

11. Closing Prayer

The meeting was closed with prayer led by Chair Petrella.

12. Adjournment

Moved by: Mark Watson

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the May 21, 2020 Special Meeting of the Board.

Carried