



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Agenda

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

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### Board Meeting Tuesday, December 14, 2021 ♦ 7:00 p.m. Boardroom/Microsoft Teams

**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), Robert De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

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#### 1. Opening Business

##### 1.1 Opening Prayer

*Almighty God, bless us as we gather today for this meeting. Guide our minds and hearts so that we will work for the good of our community and be a help to all people. Teach us to be generous in our outlook, courageous in the face of difficulty, and wise in our decisions. We give you praise and glory, Lord our God, for ever and ever. Amen*

##### 1.2 Attendance

##### 1.3 Approval of the Agenda

Pages 1-2

##### 1.4 Declaration of Interest

##### 1.5 Approval of Board Meeting Minutes – November 23, 2021

Pages 3-7

Approval of Annual Meeting of the Board Minutes – December 7, 2021

Pages 8-9

Approval of Special Meeting of the Board Minutes – December 7, 2021

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##### 1.6 Business Arising from the Minutes

#### 2. Presentations

2.1 Christmas Message from the Most Reverend Gerard Bergie, Bishop of Diocese of St. Catharines

#### 3. Delegations

#### 4. Consent Agenda

#### 5. Committee and Staff Reports

#### 6. Information and Correspondence

##### 6.1 COVID Update

#### 7. Notices of Motion

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

#### 9. Trustee Inquiries



**10. Business In-Camera**

207. (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,
- The security of the property of the board;
  - The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
  - The acquisition or disposal of a school site;
  - Decisions in respect of negotiations with employees of the board; or
  - Litigation affecting the board.

**11. Report on the In-Camera Session**

**12. Future Meetings and Events**

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**13. Closing Prayer**

*Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. Amen*

**14. Adjournment**



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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### Board Meeting Tuesday, November 23, 2021 ♦ 7:00 p.m. Boardroom/Microsoft Teams

**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)

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#### 1. Opening Business

##### 1.1 Opening Prayer

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

Vice-Chair Luciani read a memorial statement for Joanne Gilbert, Educational Assistant.

##### 1.2 Attendance

Attendance was as noted above

##### 1.3 Approval of the Agenda

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the November 23, 2021 Board meeting.

**Carried**

##### 1.4 Declaration of Interest - Nil

##### 1.5 Approval of Board Meeting Minutes – October 26, 2021

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 26, 2021 Meeting of the Board.

**Carried**

##### Approval of Special Board Meeting Minutes – November 1, 2021

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the November 1, 2021 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 Unapproved Minutes of the Committee of the Whole – October 19, 2021**

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of October 19, 2021.

**Carried**

**5. Committee and Staff Reports**

**5.1 Change of the Brant Brantford EDC By-Law**

Chair Petrella provided a summary of the Board's engagement with an independent appraiser to review the value of land in the City of Brantford and Brant County. The appraiser identified that the price of land exceeded the estimates and escalation rates found in the 2018 EDC background study and estimated that the price of land had increased by approximately 30%.

The proposed maximum EDC rate of \$1,408.00 (compared to the current rate of \$912.00) was reviewed. It was noted that the rate would be phased-in over the next two years as permitted under Ontario Regulation 438/18 and subject to a \$300.00 per year maximum increase. Chair Petrella advised of Ontario Regulation 371/19 which has also implemented several mandatory exemptions from the payment of EDCs.

The notification of changes to the by-law was advertised on the board website and sent via email to co-terminus boards, City Clerk, County Clerk and the home owners' associations in the area. Advertised on the board website also.

Moved by: Dan Dignard

Second by: Carol Luciani

That the Brant Haldimand Norfolk Catholic District School Board approve the amendments to Education Development Charge By-law No. 2018-A3; with an implementation date of November 28, 2021.

**Carried**

**5.2 Unapproved Minutes from the Committee of the Whole – November 16, 2021**

Vice-Chair Luciani reviewed the business of the November 16, 2021 Committee of the Whole meeting and brought forward the following recommendations:

- THAT the Brant Haldimand Norfolk Catholic District School Board approves the actions as outlined in the Capital Planning Update Report to address accommodation pressures in the Board.
- THAT the Brant Haldimand Norfolk Catholic District School Board approves the 2022 insurance renewal premium, payable to the Ontario School Boards' Insurance Exchange, in the amount of \$145,473, excluding PST.
- THAT the Brant Haldimand Norfolk Catholic District School Board approves the Trustee Honoraria for the period December 1, 2021 to November 15, 2022.



- THAT the Brant Haldimand Norfolk Catholic District School Board approves continued membership with the Ontario Catholic School Trustees' Association and remits the annual fee of \$48,570.17 for the 2021-22 school year.

THAT the Brant Haldimand Norfolk Catholic District School Board approves continued payment of the F.A.C.E levy with the Ontario Catholic School Trustees' Association and remits the annual fee of \$945.20 for the 2021-22 school year.

THAT the Brant Haldimand Norfolk Catholic District School Board approves GSN funding for Central bargaining with the Ontario Catholic School Trustees' Association and remits the fee of \$55,384.00 for the 2021-22 school year.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of November 16, 2021.

**Carried**

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of November 16, 2021.

**Carried**

### **5.3 Draft Financial Statements (August 31, 2021)**

Chair Petrella provided an overview of the audited financial statements for the year ended August 31, 2021. He noted a successful year resulting in a surplus of \$982,427. The surplus was accredited to additional technology and targeted COVID-19 funding, one-time stabilization funding provided for the unexpected drop in enrolment in 2020-21 due to COVID-19, and reduced expenditures attributed to the COVID-19 school closures. He added that the auditors found no issues during the audit process and expressed thanks to staff for their due diligence with respect to the budget.

Moved by: Bill Chopp

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Draft Financial Statements for the year-ended August 31, 2021.

**Carried**

### **5.4 OFSAA Competition – Kingston, Ontario**

Superintendent De Rubeis presented an excursion request from St. John's College. In November 2020 the Senior Boys Volleyball team won the CWOSSA championship. As a result, the team qualified to compete at the Boys' AAA OFSAA competition in Kingston, Ontario. The excursion would include 11 students and two staff members. It was noted that due to COVID-19, the organizers of OFSAA have developed thorough and robust COVID-19 protocols for the event.



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Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College to compete in the 2021 OFSSA Senior Boys Volleyball competition, in Kingston, Ontario from Wednesday November 24 – Saturday November 27, 2021.

**Carried**

### 5.5 Student Trustee Update

Student Trustee O'Brien provided an update on school activities and news. Assumption College School student council held a Halloween costume contest in October along with a canned food drive to earn an extra dress down day. He also highlighted the junior girls' basketball team winning the Athletic Association of Brant Haldimand Norfolk (AABHN) championship. Holy Trinity held a Halloween Spirit Day complete with a door-decorating contest, costume contest, and a coffee house. He also shared the school's accomplishment of being football champions for the first time in Holy Trinity school history. St. John's College held a Halloween spirit wear day which included a virtual pep rally and a breast cancer cookie fundraiser that was a success.

Moved by: Cliff Casey

Seconded by: Carol Luciani

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

**Carried**

## 6. Information and Correspondence

### 6.1 COVID Update

Director McDonald presented new COVID guidelines. Secondary schools currently require on site confirmation of COVID symptom screening and will now require elementary students to screen for the first two weeks in January 2022 upon their return from Christmas break. He noted that a process for confirmation of screening will be communicated. Schools will be receiving antigen testing kits that will be provided to students to use voluntarily over the Christmas break. The Ministry of Education has identified that boards be returning to a semester system in February 2022

Moved by: Bill Chopp

Seconded by: Carol Luciani

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

**Carried**

## 7. Notices of Motion

## 8. Notices of Motion Being Considered for Adoption

### 8.1 Communications with Board Logo

Trustee Chopp requested an update on the use of the board logo. Director McDonald advised a process tomorrow where we would discontinue the cross smiley face and establishing a standard email signature that will incorporate the board logo and for all graphic. Will be brining forward the visual identity guidelines.



The following motion was withdrawn:

THAT the Brant Haldimand Norfolk Catholic District School Board directs staff at the Catholic Education Centre, Information Technology, Facilities and St. Mary's Catholic Learning Centre to include the BHNCD SB logo on all internal and external print communications.

## **8.2 Removal of Masking Outdoors**

Trustee Watson moved the following motion:

THAT the Brant Haldimand Norfolk Catholic District School Board removes the masking for students outdoors mandate.

There was no second and therefore not brought before the meeting.

## **9. Trustee Inquiries**

Trustee Casey recommended reviewing the appointment of auditors for the 2022-23 year.

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

Moved by: Mark Watson

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: Carol Luciani

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 Petrella drew attention to the upcoming meetings and events.

## **13. Closing Prayer**

The closing prayer was led by Chair Petrella.

## **14. Adjournment**

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the November 23, 2021 Board meeting.

**Carried**



**Annual Board Meeting  
Tuesday, December 7, 2021 ♦ 7:00 p.m.  
Boardroom/Microsoft Teams**

**Members:**     **Trustees:**  
Cliff Casey, Bill Chopp, Dan Dignard, Carol Luciani, Rick Petrella, Mark Watson  
Aidan O'Brien (Student Trustee)

**Senior Administration:**  
Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Robert De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting opened with prayer, led by Director McDonald.

**1.2 Attendance and Welcome**

Director McDonald welcomed trustees and senior administrators and noted that everyone was in attendance.

**1.3 Approval of Agenda**

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the Annual Meeting of the Board of December 7, 2021.

**Carried**

**2. Appointment of Scrutineers**

Director McDonald appointed Superintendents Rob De Rubeis and Kevin Greco as Scrutineers for the nomination and election of the Chair and Vice Chair of the Board.

**3. Nomination and Election of Chair**

Director McDonald requested that ballots for the nomination of the Chair of the Board be distributed. Trustee Rick Petrella was nominated and let his name stand. Director McDonald declared Trustee Rick Petrella acclaimed to the position of Chair of the Board.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board destroys all ballots in the nomination and election of the Chair of the Board.

**Carried**





#### **4. Nomination and Election of Vice Chair**

Newly elected Chair Petrella assumed the Chair and requested that ballots for the nomination of the Vice Chair be distributed. Trustee Carol Luciani and Dan Dignard were nominated. Trustee Dan Dignard did not wish to let his name stand. Trustee Carol Luciani let her name stand. Chair Petrella declared Trustee Carol Luciani acclaimed to the position of Vice Chair of the Board.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board destroys all ballots in the nomination and election of the Vice Chair of the Board.

**Carried**

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the trustee seating plan to be continued from last year.

**Carried.**

#### **5. Appointment of Board Auditor**

Superintendent Keys presented staff's recommendation that Millard, Rouse & Rosebrugh Chartered Accountants continue in their role as the Board's auditors.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the appointment of Millard, Rouse & Rosebrugh, Chartered Accountants, as auditors for the year ending August 31, 2022.

**Carried**

#### **6. Address by the Chair of the Board**

Chair Petrella thanked the board for the support of his nomination and acclamation as Chair of the Board. He congratulated Carol Luciani on acclamation as Vice-Chair of the Board. Chair Petrella spoke to a year of challenges and sacrifices thorough a pandemic. He re-iterated the board's priority of health and safety of children, staff and community. Chair Petrella highlighted the board's continuance to transform the board into engaging Catholic learning and highlighted the strategic plan vision "For all".

#### **7. Adjournment**

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Annual meeting of December 7, 2020.

**Carried**



**Special Meeting of the Board  
Tuesday, December 7, 2021 ♦ Immediately following the Annual Board Meeting  
Microsoft Teams/Boardroom**

**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)

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Vice Chair Luciani.

**1.2 Attendance**

**1.3 Approval of the Agenda**

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the December 7, 2021, 2021 Special Meeting of the Board.

**Carried**

**2. Business In-Camera**

Moved by: Cliff Casey

Seconded by: Dan Dignard

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

**Carried**

**3. Report on the In-Camera Session**

Moved by: Carol Luciani

Seconded by: Bill Chopp

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

**Carried**

**4. Closing Prayer**

The meeting was closed with prayer led by Chair Petrella.

**5. Adjournment**

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the December 7, 2021 Special Meeting of the Board.

**Carried**

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**2021-22**  
**Trustee Meetings and Events**

<b>Date</b>	<b>Time</b>	<b>Meeting/Event</b>
<i>December 20-31, 2021</i>		<i>CHRISTMAS BREAK</i>
January 11, 2022	3:00 pm	Executive Council Meeting
January 12, 2022	3:00 pm	Policy Committee
January 14-15, 2022		OCSTA Trustees' Seminar
January 18, 2022	1:00 pm	Special Education Advisory Committee
<b>January 18, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
February 22, 2022	9:00 am	Student Transportation Services BHN
February 23, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
<b>January 25, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
February 9, 2022	3:00 pm	Executive Council Meeting
February 10, 2022	3:00 pm	Policy Committee
February 15, 2022	1:00 pm	Special Education Advisory Committee
<b>February 15, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>February 22, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
February 28, 2022	1:00 pm	Accessibility Steering Committee
March 9, 2022	3:00 pm	Executive Council Meeting
March 10, 2022	3:00 pm	Policy Committee
March 15, 2022	<b>1:00 pm</b>	Special Education Advisory Committee
<i>March 14-18, 2022</i>		<i>MARCH BREAK</i>
<b>March 22, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
March 24, 2021	1:00 pm	Faith Advisory Committee
<b>March 29, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
April 13, 2022	3:00 pm	Executive Council Meeting
April 14, 2022	3:00 pm	Policy Committee
April 19, 2022	1:00 pm	Special Education Advisory Committee
<b>April 19, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
April 21-23, 2022		OCSTA AGM & Conference
April 25, 2022	3:00 pm	Budget Committee
<b>April 26, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
April 27, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
<i>May 1 - May 6, 2022</i>		<i>Catholic Education Week</i>
May 11, 2022	3:00 pm	Executive Council Meeting
May 12, 2022	3:00 pm	Policy Committee
May 17, 2022	1:00 pm	Special Education Advisory Committee
<b>May 17, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
May 19, 2021	1:00 pm	Faith Advisory Committee
May 24, 2022	9:00 am	Student Transportation Services BHN
<b>May 24, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
May 25, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
May 30, 2022	1:00 pm	Accessibility Steering Committee
June 2-4, 2022		CCSTA AGM
June 9, 2022	3:00 pm	Policy Committee
June 14, 2022	3:00 pm	Budget Committee
June 15, 2022	3:00 pm	Executive Council Meeting
June 20, 2022	5:00 pm	Audit Committee
June 21, 2022	1:00 pm	Special Education Advisory Committee
<b>June 21, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
June 23, 2022	TBD	St. John's College Graduation
<b>June 28, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>

Meetings scheduled at the Call of the Committee Chair: Accommodations Committee, Audit Committee, Budget Committee, Faith Advisory Committee, Policy Committee