



# 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, April 23, 2024 ♦ 7:00 p.m.**  
**Boardroom**

**Trustees:**

Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson, Caroline Goveas, Mia Martorelli (Student Trustees)

**Senior Administration:**

Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (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, forever 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 – March 26, 2024.**

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**1.6 Business Arising from the Minutes**

**2. Presentations**

**2.1 Memorial Statement for Gail MacDonald,  
Caretaker at St. Stephen's Catholic Elementary School**

**3. Delegations**

**4. Consent Agenda**

**5. Committee and Staff Reports**

**5.1 Unapproved Minutes and Recommendations of the Committee  
of the Whole Meeting - April 16, 2024**

- Board By-Laws – Page
- Presenter: Carol Luciani, Vice- Chair of the Board

**5.2 Q2 Financial Report**

Presenter: Caroline Goveas, Mia Martorelli, Student Trustees

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**5.3 Student Trustee Update**

Presenter: Caroline Goveas, Mia Martorelli, Student Trustees



- 6. Information and Correspondence**
- 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:

- a. The security of the property of the board;
- b. 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 her or her parent or guardian;
- c. The acquisition or disposal of a school site;
- d. Decisions in respect of negotiations with employees of the board; or
- e. 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**

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**Next meeting:** Tuesday, May 28, 2024, 7:00 p.m. – Boardroom



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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

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### Board Meeting Tuesday, March 26, 2024 ♦ 7:00 p.m. Boardroom

#### Trustees:

Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson, Caroline Goveas (Student Trustee), Mia Martorelli (Student Trustee)

#### Senior Administration:

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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## 1. Opening Business

### 1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Luciani.

### 1.2 Attendance

Attendance was as noted above.

### 1.3 Approval of the Agenda

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the March 26, 2024, Board meeting.

**Carried**

### 1.4 Declaration of Interest

### 1.5 Approval of Board Meeting Minutes – February 27, 2024

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the February 27, 2024 Board meeting.

**Carried**

### 1.6 Approval of Special Meeting of the Board Meeting Minutes – March 7, 2024

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the March 7, 2024 Board meeting.

**Carried**

### 1.7 Business Arising from the Minutes – Nil

## 2. Presentations

Superintendent John Della Fortuna introduced the new Executive Assistant to the Superintendent, Vanessa Heath to the Board of Trustees.

## 3. Delegations - Nil



**4. Consent Agenda**

**4.1 Unapproved Minutes from the Committee of the Whole Meeting  
- March 19, 2024**

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the March 19, 2024, Committee of the Whole.

**Carried**

**5. Committee and Staff Reports**

**5.1 Student Achievement Plan**

Superintendent Temple presented the Board Student Achievement plan. The interim plan is to be submitted by March 28, 2024, and highlights the Board's progress regarding the implementation and monitoring of specific key performance indicators. The Student Achievement Plan will be reported to the Ministry on June 30, 2024. This reporting cycle will repeat in April and June for the next three years. Each plan and follow up report, will be shared at the Board meetings in March and June. Discussion was had regarding following up with students after graduation to provide feedback on their post-secondary preparedness.

Moved by: Bill Chopp

Second by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the information report on the Student Achievement and Math Achievement Action Plans.

**Carried**

**5.2 Student Trustee Update**

Student Trustees Caroline Goveas and Mia Martorelli presented the March student trustee report. Some of the highlights included international trips over March break to various countries in Europe including Iceland, Italy, France, and Morocco along with additional trips to Costa Rica and Panama. A student vs staff hockey game was held at St. John's and spirit week activities took place at Holy Trinity. Both the girls' and boys' Assumption varsity hockey teams won their championship games and moved on to CWOSSA. The success of the "Footloose" production at Assumption was also highlighted along with student council elections at Holy Trinity and a jersey day at St. John's in memory of Walter Gretzky. All three secondary schools continue to participate in Lenten activities including community outreach events and preparing for Easter Mass. Discussion regarding student senate elections and the success of the varsity girls hockey team from Holy Trinity was highlighted.

Moved by: Carol Luciani

Second by: Dennis Blake

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

**Carried**

**6. Information and Correspondence - Nil**

**7. Notices of Motion - Nil**



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**8. Notices of Motion Being Considered for Adoption – Nil**

**9. Trustee Inquiries**

Trustee Blake inquired about the student Trustee elections. The student senate has full representation from all three high schools. Staff continue to look at the composition and process to ensure equity for all schools.

**10. Business In-Camera**

Moved by: Mark Watson

Seconded by: Carol Luciani

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

**Carried**

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

Trustees, Chopp and Dignard declared a conflict of interest in Item 4.3. They did not take part in the discussion, consideration or vote on any question with relation to this item.

Moved by: Dan Dignard

Seconded by: Mark Watson

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: Mark Watson

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the March 26, 2024, Board meeting.

**Carried**

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**Next meeting:** Tuesday, April 23, 2024, 7:00 p.m. – Boardroom

**RECOMMENDATIONS FOR THE BOARD FROM THE  
COMMITTEE OF THE WHOLE**

April 23, 2024

<b>AGENDA ITEM</b>	<b>MOTION</b>
5.1	THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommended changes to 8.2.6, 8.2.7, 8.0(d), 15.0, 15.1, 15.2, 15.3, 15.4, 15.5 in the Brant Haldimand Norfolk Catholic District School Board By-laws.

**RECOMMENDATIONS:**

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the Committee of the Whole Meeting of April 16, 2024.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of April 16, 2024.



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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

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### Committee of the Whole Tuesday, April 16, 2024 ♦ 7:00 pm Boardroom

#### Trustees:

Rick Petrella (Chair), Carol Luciani (Vice Chair), Dennis Blake, Bill Chopp, Dan Dignard, Caroline Goveas (Student Trustee), Mia Martorelli (Student Trustees)

**Regrets:** Mark Watson

#### Senior Administration:

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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## 1. Opening Business

### 1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Luciani.

### 1.2 Attendance

Attendance was as noted above.

### 1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the April 16, 2024 meeting.

**Carried**

### 1.4 Declaration of Interest - Nil

## 2. Presentations

The Board recognized Superintendent of Business & Treasurer, Scott Keys. The Board of Trustees highlighted his successes over the last five years including his leadership in the Finance Department and Business Services along with leading the Board through a Global pandemic.

## 3. Delegations

## 4. Consent Agenda

### 4.1 Unapproved Minutes from the Accommodations Committee Meeting - February 21, 2024

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Mental Health Steering Committee of February 21, 2024.

**Carried**

### 4.2 Unapproved Minutes from the Special Education Advisory Meeting – March 19, 2024

Moved by: Carol Luciani

Seconded by: Dennis Blake



THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Special Education Advisory Committee Meeting of March 19, 2024.

**4.3 Unapproved Minutes from the Regional Catholic Parent Involvement Committee – March 19, 2024**

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Special Education Advisory Committee Meeting of March 19, 2024.

**Carried**

**4.3 Unapproved Minutes from the Regional Catholic Parent Involvement Committee -March 25, 2024**

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Accessibility Steering Committee Meeting of March 25, 2024.

**Carried**

**5. Committee and Staff Reports**

**5.1 Health & Safety Update**

Director McDonald presented the Health and Safety Update. Discussion regarding next steps in continuing to lower the number of incidents and days lost was had. Some of the next steps include further training and video modules. The role of the Bartimaeus worker in the decreased number of incidents and days lost was considered.

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Committee of the Whole refers the Health and Safety report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**5.2 By-Law Amendments**

Chair of the Board, Rick Petrella presented the proposed By-Law amendments. Each of the By-Law amendments were discussed. The first is to be in compliance with Ontario Regulation 83/24 made under the Education Act. The additional by-law changes recommended include the addition of 8.2.7 Vendor/ Supplier Performance Evaluation, and amendments to 8.26, and 8.0(d). Discussion regarding the scope of 8.2.7 was had.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommended changes to 8.26, 8.27, 8.0(d), 15.0, 15.1, 15.2, 15.3, 15.4, 15.5 in the Brant Haldimand Norfolk Catholic District School Board By-Laws.

**Carried Unanimously**





**6. Information and Correspondence**

**6.1 Bi-Annual School Climate Survey**

Superintendent Greco presented an update on the Bi-Annual school climate survey. The bi-annual survey is mandated by the Ministry of Education and assesses the perception of safety from students' perspectives to help make informed decisions for policies and programs regarding safe and inclusive schools and positive learning environments. Messaging was sent out to families via school messenger regarding the upcoming survey.

**6.2 Professional Development Day Update**

Superintendent Della Fortuna provided an update on the April 8<sup>th</sup> PD Day. He noted that while the day was capped by the extraordinary backdrop of a solar eclipse the Brant Haldimand Norfolk Catholic District School Board had an excellent day of learning and reflection centered around Well-Being, Equity, and the Family Life curriculum.

Moved by: Carol Luciani

Seconded: Bill Chopp

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

**7. Trustee Inquiries - Nil**

**8. Business In-Camera**

Moved by: Dan Dignard

Seconded by: Dennis Blake

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

**Carried**

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

Moved by: Dennis Blake

Seconded by: Carol Luciani

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

**Carried**

**10. Future Meetings and Events**

Chair Petrella drew attention to the upcoming meetings and events.

**11. Closing Prayer**

The closing prayer was led by Chair Petrella.

**12. Adjournment**

Moved by: Bill Chopp

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the April 16, 2024 meeting.

**Carried**

## REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Caroline Goveas, Mia Martorelli, Student Trustees  
Presented to: Board of Trustees  
Submitted on: April 23, 2024  
Submitted by: Mike McDonald, Director of Education & Secretary

### STUDENT TRUSTEE REPORT

Public Session

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#### **DEVELOPMENTS:**

The Student Senate held its last meeting on April 18th, 2024 at 4pm, at the board office where senators reviewed Student Trustee Applications for the 2024-2025 school year. The Student Trustee elections for the upcoming school year will take place on April 30, 2024. Additionally, senators shared information about their respective student councils' upcoming events.

#### **SCHOOL NEWS:**

At St. John's College, April has been a fairly quiet month. On Wednesday April 10th, students and staff at SJC celebrated the Easter season with an Easter Mass. The school Chaplain has organized the SJC grad retreat, which will take place on Friday April 26, at Camp Marydale, in Hamilton. SJC's student council has been busy throughout the month, planning various other activities for the student body. On April 24th, SJC will host its annual spring pep rally, where spring sports teams will be introduced, and the student body will participate in fun, spirit-boosting games. On May 1st, SJC is hosting a Glow-themed dance, in the cafeteria. On May 9th, SJC student council will be hosting "The Amazing Race" at SJC, where pairs of students can compete in various outdoor activities to win prizes. Student council applications for the 2024-2025 school year will be released soon, in the coming weeks.

In the month of April at Holy Trinity, student council welcomed many new members, and has been working on getting these students adjusted and familiarized with what council does. Their first task was to work in groups to create ideas of activities we could do next year, a council logo, and a potential county fair theme. Student Council is currently working on planning activities for the month of May, including a Spring Spirit Week and a Glow Dance. HT student council is looking forward to finalizing plans for next month and executing activities. Holy Trinity's Annual Truck, Tractor, Car & Motorcycle show is happening in the middle of May. Some of the students have been hard at work practicing for their DELF exam which happened at SJC during the week of April 8, 2024.

The month of April at Assumption College has been a busy month. Assumption Cares was a great success and over 150 students participated and raised money for Saint Vincent De Paul. The students did a 24 hour fast which was broken with a spaghetti dinner on the Friday evening. All of Assumptions spring sports have begun and the teams are looking forward to what the upcoming seasons will bring. Last week ACS had its annual spring coffee house that displayed many of the schools' wonderful talents. This week is our spring spirit week which consists of dress down days and activities around the school and to end it off our annual spring pep rally. Coming up in May, there is a spring dance happening where the focus is blooming into spring and getting the students excited for the nice weather. ACS is having a grade 12 color night in the month of May as a nice send off to the senior students that didn't get to participate in their color night due to Covid restrictions. ACS council has welcomed their new President and their two Vice-Presidents, and they are ready for the work that next year will bring.

**RECOMMENDATION:**

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

**2023-24**  
**Trustee Meetings and Events**

<b>Date</b>	<b>Time</b>	<b>Meeting/Event</b>
<b>April 23, 2024</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
April 24, 2024	7:00 pm	Regional Catholic Parent Involvement Committee
<i>May 5-10, 2024</i>		<i>Catholic Education Week</i>
May 2-4, 2024		OCSTA AGM & Conference
May 6, 2024	5:00pm	Catholic Student Leadership Awards
May 13, 2024	3:00pm	Budget Committee
May 15, 2024	3:00 pm	Executive Council Meeting
May 21, 2024	1:00 pm	Special Education Advisory Committee
<b>May 21, 2024</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>May 28, 2024</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
May 30, 2024	1:15 pm	Mental Health Steering Committee
May 30-June 1, 2024		CCSTA AGM
June 12, 2024	3:00 pm	Executive Council Meeting
June 17, 2024	5:00 pm	Audit Committee
<b>June 18, 2024</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>June 25, 2024</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
June 27, 2024	4:45 pm 6:30 pm 7:00 pm	Assumption College Graduation Holy Trinity Graduation St. John's College Graduation

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