



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Agenda

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

### Special Meeting of the Board Monday, July 27, 2020 ♦ 9:00 a.m. Virtual Meeting

#### Trustees:

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

#### Senior Administration:

Michael 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

*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 Special Meeting of the Board Minutes – June 23, 2020

Pages 3-7

### 1.6 Business Arising from the Minutes

## 2. Committee and Staff Reports

### 2.1 School Year Calendar 2020-21

Pages 8-15

Presenter: Kevin Greco, Superintendent of Education

## 3. Information and Correspondence

## 4. Trustee Inquiries

## 5. 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 negotiation with employees of the board; or
- Litigation affecting the board.

## 6. Report on the In-Camera Session

## 7. Future Meetings and Events

## 8. 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*



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*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*

### 9. Adjournment

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**Next meeting:** Tuesday, September 22, 2020, 7:00 p.m. – Boardroom



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

Catholic Education Centre  
322 Fairview Drive  
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### Special Meeting of the Board Tuesday, June 23, 2020 ♦ 2:00 p.m. Virtual Meeting

#### Trustees:

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

**Absent:** Dan Dignard

#### 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 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: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 23, 2020 Special Meeting of the Board.

**Carried**

### 1.4 Declaration of Interest – Nil

### 1.5 Approval of Special Meeting of the Board Minutes – May 21, 2020

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes of the May 21, 2020 Committee of the Whole meeting.

**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 Policy Committee meeting of June 4, 2020.
- 4.2** That the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes from Brant Haldimand Norfolk Student Transportation Services Board of Directors meeting of May 26, 2020.

Moved by: Cliff Casey

Seconded by: Carol Luciani

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 Unapproved Minutes and Recommendations of the School Naming Committee – June 9, 2020**

Superintendent Greco provided a summary of the recent meeting of the School Naming Committee where the renaming of the Ninth Avenue Catholic Elementary School was discussed. The following names are being presented:

- Madonna Della Libera Catholic Elementary School
- St Kateri Tekakwitha Catholic Elementary School

Madonna Della Libera is derived from the Blessed Mother and holds a strong connection to the Italian community. It was also noted that it has been forwarded to Bishop Crosby for his blessing.

Moved by: Rick Petrella

Seconded by: Bill Chopp

That the Brant Haldimand Norfolk Catholic District School Board receives the unapproved Minutes of the School Naming Committee meeting of June 9, 2020.

**Carried**

Moved: Rick Petrella

Seconded: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the renaming of the 9<sup>th</sup> Avenue Catholic Elementary School to Madonna Della Libera Catholic Elementary School.

**Carried**

**5.2 Bank Operating Credit**

Superintendent Keys outlined the requirements under the *Education Act* regarding borrowing by way of bank notes. He reviewed the operating requirements and how the operating credit enables the Board to meet its financial obligations during timing issues surrounding payment and receipt of grants.



## BRANT HALDIMAND NORFOLK Catholic District School Board

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Moved by: Cliff Casey

Seconded by: Bill Chopp

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2020 and ending on August 31, 2021 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act] a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all the moneys collected or received in respect of the current revenues of the Board;



4. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

**Carried**

### **5.3 Financial Report as of May 2020**

Superintendent Keys presented an overview of the financial data as of May 2020. It was noted that there were a few changes to the year end forecast including a reduction in GSNs and a projection of a two million dollar surplus at the end of the year.

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receive the Interim Financial report as at May 31, 2020.

**Carried**

### **5.4 Catholic Family Life Program Policy**

Superintendent Temple presented the new Catholic Family Life Program Policy. She reviewed highlights of the program including different strands of learning, learning expectations and procedures in the learning partnership.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Catholic Family Life Program Policy 200.03.

**Carried**

### **5.5 Capital Projects Update**

Superintendent Keys provided a summary of capital projects as of June 2020. It was noted that due to school closures some projects were started earlier and that all projects are projected to be completed by the 2020-21 school year.

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Capital Project Update as of June 15, 2020.

**Carried**



**6. Information and Correspondence**

**6.1 Budget Update**

Superintendent Keys advised of the Ministry of Education releasing the GSNs last week and reviewed the highlights of the release including average per pupil amount, COVID related funding and mental health support. It was also noted that central agreements were reflected in the announcements.

**6.2 COVID-19 Update**

Director McDonald provided an update regarding report cards, return of devices and the process of cleaning out schools. He commended staff for their work on communicating and facilitating distance learning. It was noted that the Ministry of Education has provided guidelines for re-opening schools in September. The board has set up sub-committees to prepare for the re-opening with the goal of ensuring health and safety for all.

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 - Nil**

**8. Business In-Camera**

Moved by: Bill Chopp

Seconded by: Mark Watson

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

**Carried**

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

Trustee Bill Chopp declared a conflict of interest in item 5.4 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: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the June 23, 2020 Special Meeting of the Board.

**Carried**

# REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Kevin Greco, Superintendent of Education  
Presented to: Board of Trustees  
Submitted on: July 27, 2020  
Submitted by: Michael McDonald, Director of Education & Secretary

## SCHOOL YEAR CALENDAR 2020-21 Public Session

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### **BACKGROUND INFORMATION:**

Regulation 304 “School Year Calendar, Professional Activity Days”, and Policy/Program No. 151 (last revised July 19, 2019) set out the conditions governing and establishing school year calendars and outlines the following criteria that must be met:

- school year commences on or after September 1 and ends on or before June 30;
- the minimum number of school days required is 194;
- the minimum number of instructional days is 187;
- school boards must dedicate three PA days per school year to provincial education priorities and may dedicate up to four additional PA days per school year; and
- a board may designate up to ten instructional days as examination days.

Professional activities are focussed on ensuring equity of outcome and wellbeing for all students. The three mandatory PA days must be focused on teachers’ professional learning with respect to the following current provincial education priorities as outlined in *Achieving Excellence*:

- Achieving Excellence
- Ensuring Equity
- Promoting Well-Being
- Enhancing Public Confidence

### **DEVELOPMENTS:**

On June 30, 2020, the Board received a memo from the Minister of Education providing direction on School Year Calendar proposals in the context of the current pandemic and the uncertainty around the reopening of schools for September.

In light of the release of the Ontario’s Approach to Reopening Schools for the 2020-21 School Year, the Minister of Education encouraged Boards to start their school year by September 1 and advised that Boards schedule three PA days prior to the start of student instruction. As a result, the BHNCDSB School Year Calendar 2020-2021 has been amended to reflect the following:

- The school year remains at 194 days
- The first day of school will be September 1, 2020
- Semester 1 will begin with three PA Days on September 1, 2, 3
- First day of school for students is September 8, 2020
- Last Day of school is now on June 29, 2021 (instead of June 30) and remains a PA Day



- The elementary calendar includes two PA days for report card writing (January 18, 2021 and June 11, 2021)
- The PA Day originally schedule on April 23, 2021 (Mental Health and Wellness) will be moved to September 1, 2020
- April 23, 2021 will now be a regular instructional day
- Semester 2 Secondary Final Exams will now be June 22-28. First Semester Exams remain unchanged.

Attached are the proposed 2020-21 calendars for elementary and secondary schools.

**RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board approves the amended proposed 2020-21 School Year Calendars for Elementary and Secondary schools.



# 2020-21 SCHOOL YEAR CALENDAR

## Brant/Haldimand Elementary

	1st Week					2nd Week					3rd Week					4th Week					5th Week				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30		
		P	P	P	B	B																			
October				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
											H														
November	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
										P															
December		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
																B	B	B	B	H	B	B	B	B	
January					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
					H											P									
February	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26					
											H														
March	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
											B	B	B	B	B										
April				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
					H	H																			
May	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																H									
June		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29			
										P											P				

The 2020-21 School Year Calendar provided a total of 187 Instructional and 7 Professional Development Days.

The first day of school will be September 8, 2020.

- H

School Holiday
- B

Board Designated Holiday
- P

Professional Activity Day

- Sept. 1/20      Mental Health and Well-being
- Sept. 2/20      • Spiritual Day
- Sept. 3/20      • K Teams 1-12 Student Achievement; OHST
- June 11/21      • Report Cards: Assessment Evaluation Grading Reporting
- Nov. 13-20      • Reporting/Program Planning/Focus on Math
- June 30/21      • Fundamentals of Math
- Jan. 18-21      • Reporting/Program Planning



# 2020-21 SCHOOL YEAR CALENDAR

## Brant/Haldimand Secondary

	1st Week					2nd Week					3rd Week					4th Week					5th Week				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30		
		P	P	P	B	H																			
October				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
											H														
November	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30				
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December		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
																B	B	B	B	H	B	B	B	B	
January					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
					H																	E	E	E	E
February	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26					
	E	P	P								H														
March	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
											B	B	B	B	B										
April				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
					H	H																			
May	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																H									
June		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29			
																	E	E	E	E	E	P			

The 2020-21 School Year Calendar provided a total of 187 Instructional and 7 Professional Development Days.

The first day of school will be September 8, 2020.

**H** School Holiday

**E** Examination Day

**B** Board Designated Holiday

**P** Professional Activity Day

- Sept. 1/20 • Mental Health and Well-Being
- Sept. 2/20 • Spiritual Day
- Sept. 3/20 • K Teams 1-12 Student Achievement; OHST
- Nov. 13/20 • Using Differentiated Instruction to Close the Gap

- Feb. 02/20 • School Improvement Plans and A:
- Feb. 03-21 • Numeracy Developing Evidence Based Strategies
- June 30/21 • School Improvement Consolidation Evaluation Next Steps