



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

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

**Committee of the Whole
Tuesday, May 16, 2017 ♦ 7:00 pm
Boardroom**

Members: **Trustees:**
Rick Petrella (Chair), Dan Dignard (Vice Chair), Cliff Casey, Bill Chopp, Carol Luciani,
Bonnie McKinnon, Rosalin Dubois (Student Trustee)

Senior Administration:
Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of
Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of
Education)

- 1. Opening Business**
 - 1.1 Opening Prayer
 - 1.2 Attendance
 - 1.3 Approval of the Agenda Pages 1- 2
 - 1.4 Declaration of Interest
 - 1.5 Approval of Committee of the Whole Meeting Minutes – April 18, 2017 Pages 3-8
 - 1.6 Business Arising from the Minutes

- 2. Presentations – Nil**

- 3. Delegations – Nil**

- 4. Consent Agenda**
 - 4.1 Unapproved Friends of the Educational Archives Committee Meeting Minutes – April 6, 2017 Pages 9-10
 - 4.2 Unapproved Special Education Advisory Committee Meeting Minutes - April 11, 2017 Pages 11-13
 - 4.3 Unapproved Budget Committee Meeting Minutes – April 20, 2017 Pages 14-15
 - 4.4 Unapproved Catholic Education Advisory Committee Meeting Minutes – May 3, 2017 Page 16
 - 4.5 Unapproved Budget Committee Meeting Minutes – May 9, 2017 Page 17
 - 4.6 Unapproved Policy Committee Meeting Minutes - May 10, 2017 Pages 18-19



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5. Committee and Staff Reports

- 5.1 Community Partnerships Update Pages 20-22
Presenter: Leslie Telfer, Superintendent of Education
- 5.2 Bank Operating Credit Pages 23-24
Presenter: Thomas R. Grice, Superintendent of Business & Treasurer
- 5.3 Excursion – Dublin, OH Page 25
Presenter: Patrick Daly, Superintendent of Education

6. Information and Correspondence

7. Trustee Inquiries

8. 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 his 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.

9. Report on the In-Camera Session

10. Future Meetings and Events

11. 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***

12. Adjournment

Next meeting: Tuesday, June 20, 2017, 7:00 pm – Boardroom



Committee of the Whole
Tuesday, April 18, 2017 ♦ 7:00 pm
Boardroom

Trustees:

Present: Rick Petrella (Chair), Dan Dignard (Vice Chair), Cliff Casey, Bill Chopp, Carol Luciani, Bonnie McKinnon, Rosalin Dubois (Student Trustee)

Absent:

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Thomas R. Grice (Superintendent of Business & Treasurer), Patrick Daly, Michelle Shypula and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee McKinnon.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the April 18, 2017 meeting.

Carried

1.4 Declaration of Interest – Nil

1.5 Approval of Committee of the Whole Meeting Minutes – March 21, 2017

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 minutes of the March 21, 2017 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 Committee of the Whole refers the unapproved minutes of the Special Education Advisory Committee Meeting of March 7, 2017 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.2** THAT the Committee of the Whole refers the unapproved minutes of the Mental Health Steering Committee Meeting of March 28, 2017 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.3** THAT the Committee of the Whole refers the unapproved minutes of the Budget Committee Meeting of March 28, 2017 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives all reports and approves all motions under the Consent Agenda.

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Policy Committee Meeting – April 12, 2017

Chair Dignard provided an update on the business of the April 12, 2017 Policy Committee Meeting and brought forward the following recommendations:

THAT the Policy Committee recommends that the Committee of the Whole refers the revised Dress Code for Staff Policy 300.02 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the revised Regional Catholic Parent Involvement Committee Policy 200.24 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the revised Religious Education Qualifications for Academic Staff Policy 300.09 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the rescinding of the Service in Department of National Defense Policy 300.08 and the adoption of the Leave of Absence for Military Reservists Administrative Procedure 300.08 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the following be added to Section 5.4.2 of the Board By-Laws:

- (b) The Chair in all matters related to the Brant Haldimand Norfolk Catholic District School Board shall have the right to retain independent legal counsel when required to conduct his/her duties as Chair.



THAT the following be added to Section 2 of the Access to Legal Counsel Administrative Procedure 100.09:

- a) Matters involving the interests of the Trustees must be approved by the Board of trustees, but can be initiated at any time at the discretion of the Chair of the Board; and
- b) The Chair of the Board shall have the right to retain independent legal counsel at his/her discretion on all matters related to the Brant Haldimand Norfolk Catholic District School Board, and must inform trustees at the next meeting of the Board.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of April 12, 2017 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendations of the Policy Committee Meeting of April 12, 2017 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.2 Global South Encounter: Guatemala Site Assessment Report

Director Roehrig reported that the proposed Global South Encounter in Guatemala aligns with the Board's Strategic Plan and Spiritual Theme. He introduced Paul Tratnyek, Faith Animator and Keri Calvesbert, Religion & Family Life Consultant, who recently participated in a site assessment in Antigua, Guatemala. Through a pictorial presentation, they highlighted how the One by One organization takes the necessary steps to ensure the safety and health of all participants, and shared the cultural and faith experiences, as well as the various learnings from their encounter experience. Questions of clarification were addressed by the presenters.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves moving forward with planning a One by One Global South Excursion to Guatemala tentatively scheduled for February 2018.

Carried

5.3 2015-2018 Strategic Plan: Communications and Community Engagement Update

Director Roehrig provided an update on the Communications and Community Engagement pillar of the current multi-year Strategic Plan. He highlighted progress achieved to date in the three main areas of the communications pillar, which focus on improving the Board's profile with the community, enhancing communication with the public, and customer service.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the 2015-2018 Strategic Plan – Communications and Community Engagement Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried



5.4 Research Initiated by External Agencies

Director Roehrig provided an update on the research project requests received from external agencies in the past year. He explained that Dale Petruka, External Research Coordinator for the Board, reviews all requests to ensure that the methodology is sound, that the research is in line with Board goals, and that the findings are shared with staff to help inform our own practice.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the Research Initiated by External Agencies Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.5 Board Enrolment Update as of March 31, 2017

Superintendent Daly reported that as of the Ministry's official enrolment count day of March 31, 2017, the actual Average Daily Enrolment (ADE) is higher by 24.6 elementary students and 29.18 secondary students from the revised Ministry projected estimates.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the Board Enrolment Update as of March 31, 2017 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.6 Concussion Report

Superintendent Shypula provided an update on the occurrences of student concussions since the adoption of the Board's Concussion Policy in January 2015. She explained what tools are used to monitor the occurrences of concussions and provided data on the number of students who have experienced school-related and non-school related concussions. Superintendent Shypula added that Boards must now adhere to new requirements whereby students must be provided with training before they engage in physical activities. In response to a trustee inquiry, Superintendent Shypula confirmed that it is the responsibility of parents to provide medical documentation supporting a concussion diagnosis, which in turn triggers the return to learn, return to play protocol.

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Concussion Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.7 Education Funding 2017-18

Superintendent Grice reviewed the highlights of the recent 2017-18 Grants for Student Needs (GSN) announcement, noting that the proposed budget is primarily a mechanism to fund the extension agreements recently negotiated by the province.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Education Funding for 2017-18 report.

Carried



5.8 Financial Report as of February 28, 2017

Superintendent Grice reported that the second quarter financials are on track with 49.1% of the budget spent and that there are no areas of concern.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Financial Report as of February 2017 report.

Carried

6. Information and Correspondence

Director Roehrig provided details of the new communications method with the Office of the Director.

Director Roehrig distributed information regarding the upcoming Board Art Exhibit, being held from April 25-27, 2017 at three locations across the district.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

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

Carried

7. Trustee Inquiries

Trustee Dignard drew attention to the new draft Bill 89, *Supporting Children, Youth and Families Act, 2017*, which could have significant impact on Catholic education.

In response to Trustee Chopp's inquiry, staff will share information on the proposed 2017-18 school organizations at the April Board meeting.

8. Business In-Camera

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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: Carol Luciani

Seconded by: Bonnie McKinnon

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

Carried

10. Future Meetings

Chair Petrella drew trustee attention to upcoming meetings and events.

11. Closing Prayer

Chair Petrella led the closing prayer.



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12. Adjournment

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of April 18, 2017.

Carried

Next Meeting: Tuesday, May16, 2017, 7:00 pm - Boardroom

Friends of the Educational Archives Meeting Minutes

April 6, 2017 3:00pm

Grand Erie District School Board - Brant Room

Present: Joy Bartlett, Brenda Blancher, Diane Crowdis, Dave Dean, Ruth Lefler, Peter Marchand, Jean Montgomery, Paula Sue Rasokas, Janice Schweder, Dan Walker

Regrets: Jim Pond, Carol Ann Sloat, Dana Stavinga, Bob Stevenson, Lorna Thomson, Carol Luciani

1. **Welcome and Introductions** – Dan Walker
2. **Declaration of Conflict of Interest** – None
3. **Additional Items of Business** – None
4. **Approval of Agenda** – moved by Jean Montgomery and seconded by Ruth Lefler
5. **Approval of Minutes** – moved by Janice Schweder and seconded by Joy Bartlett
6. **Report from BHNCD SB** – discussion of LaSalette School Closure

LaSalette is closing at the end of this school year. A group will decide who receives artifacts and ship them accordingly. When St. Anthony Daniel closed Dan went out and looked at materials to see what was of archival value. Dan can call Tracey at ext 234 if he wants to do the same at LaSalette. Dan has already visited Anna Melyk and earmarked what will be coming to the Archives from there.

7. **Treasurer's Report** – Jean Montgomery

Brenda's figures from the board indicate that the budget is overspent by \$3592. It costs the board \$12000 a year just to house the collection. She is going to discuss this with the Director of the Catholic Board.

8. **Request for additional funding -**

More archival boxes are needed especially the larger ones. The last time we got boxes was February. Dan noted that we don't use Eloquent anymore. Instead we are using Archives which costs \$190 per year. He said we have gotten our computer up and running but he has forgotten the password. Brenda said that she would talk to IT about it.

9. **Funds to pay for boxes from Archives of Ontario –**

Dan talked about the important materials coming back to us from Toronto (everything prior to 1969 just Brant County both boards). No materials from Haldimand and Norfolk because they were never sent. He said some of the books are very large and so we need larger boxes. Dan wasn't sure how much more money was needed for more boxes and the cost of shipping of the materials from Toronto. Brenda asked Dan to get an amount for the shipping so she could take it to the board as a request.

10. Additional items of information

- Dan said that the Niagara District Board Archives has contacted him and they wish to share information and make reciprocal visits. -

Requests for information are increasing.

- With regard to trophies Dan said we plan take good quality photos and then give away or dispose of the originals. Military plaques have special significance and must go to the Military Museum. Brenda suggested getting some high school photography classes and/or clubs involved with taking pictures of old trophies and plaques. She will talk to Sean in the Communications Department about it.

-Norfolk Public Library has digitized all Norfolk's high school yearbooks. Dan is going to see if Haldimand and Brant would do the same. Ruth suggested sending a request to high schools for a digitized copy of their yearbook each year. We have many excess copies of yearbooks and Brenda said she could help us by advertising them on the board's Facebook page.

11. Motion to Adjourn – Joy Bartlett



**SPECIAL EDUCATION ADVISORY COMMITTEE
Tuesday, April 11, 2017 – 10:00 a.m. - Boardroom**

- Present:** Jill Esposto (Chair), Carmen McDermid, Bonnie McKinnon, Christine Pearce, Heather Shisler, Michelle Shypula, Leslie Telfer
- Regrets:** Keith Anderson, Catherine Custodio, Krista Emmerson, Paul Sanderson, Lisa Stockmans, Tracey Taylor, Teresa Westergaard-Hager
- Guest:** Chris Roehrig, Director of Education & Secretary
-

1. Opening Prayer

Carmen McDermid led the group in the opening prayer.

2. Welcome and Opening Comments

Jill Esposto (Chair) welcomed the group and Superintendent Telfer shared prayer cards from St Basil parish.

3. Approval of Agenda

Moved by: Heather Shisler

Seconded by: Christine Pearce

THAT the SEAC Committee approves the agenda of the April 11, 2017 meeting.

Carried

4. Approval of Minutes – March 7, 2017

Moved by: Christine Pearce

Seconded by: Bonnie McKinnon

THAT the SEAC Committee approves the minutes of the March 7, 2017 meeting.

Carried

5. Community Agency Updates

Christine Pearce- Program Manager, Woodview Mental Health & Autism Services

Christine shared events planned for the upcoming for Mental Health week from May 1-6, 2017. The kickoff event begins on Monday, May 1, 2017 from 5:00 to 8:00 pm at the Sports Xcelerator Centre, which will include agency booths, refreshments and other activities for families. Christine was excited to share that Woodview will be having a display at Linden Park Mall on the Wednesday alongside of five other agencies from 9:00 am to 4:00 pm and on Thursday they will be hosting at *Find Your Voice* coffee house on Market St. in Brantford, which will be run by and include performances from youths. Thursday the *Children's Mental Health Family Fun Fair* will begin from 5:00 to 7:00 pm in Ohsweken and on Saturday May 6, the *2nd Annual Hook Line and Thinker Fishing Derby* will be taking place from 10:00 am to 5:00 pm at the Mt. Pleasant Ponds. Families will have to pre-register for specific events throughout the week with a cost of \$5 per person or \$10 per family. Christine shared that further information will be posted on their Facebook page and on their new Twitter account. For additional information see Appendix A.



Heather Shisler - Physiotherapist, Lansdowne Children's Centre

Heather updated that the 3-day workshop with Kim Barthel went very well and was very insightful. Heather shared upcoming events that will be taking place at Lansdowne such as the Classic run on April 30 starting at W. Ross MacDonald School for the Blind in Brantford and a motorcycle ride on May 13, which will route through Brantford and guided by the police. A celebration with music and food will follow the motorcycle ride. Lansdowne is currently completing their final prep for summer camps and families will shortly receive further information on this. Lansdowne has expanded a service for families on the third Thursday of every month to assist families having difficulties filling in forms, such as the disability tax credit forms. Families are encouraged to register for these sessions and the services have been very well received.

Jill Esposto - Director of Services, Brant Family & Children Services

Jill updated that the crown ward reviews were recently completed and they are currently waiting on the results. Results will show how youth with Crown Ward status, who are served by Brant FACS, are doing, including how they are progressing in relation to their educational goals. Jill will further update the group on these outcomes when the data is available. Jill updated on Bill 89 and how the proposed bill would create the Child Youth and Family Services Act (CYFSA), which will replace the Child Family Services Act (CFSA). The Bill contains amendments including the changing the age of protection, a legislative framework for information access and privacy, recognition of extra-provincial protection orders, personal liability coverage for board governors and supports for older youth. Projected changes set for November 2017.

6. Presentation

6.1 Renewing the Promise Consultation – Chris Roehrig, Director of Education

Director Roehrig provided a historical overview on Catholic education explaining how Catholic schools worked in the past towards gaining funding and how they existed because the schools were built to work in conjunction with their churches. He also described that once funding was achieved they had to be clear about what they wanted to accomplish. As an extension of both "This Moment of Promise" and "Fulfilling the Promise" documents, Catholic School Boards across Ontario, including 35 school districts and parishes, are invited to the "Renewing the Promise: Exploring the Critical Role of Catholic Education in Contemporary Society" symposium in Toronto on November 14-15, 2017. The symposium will be led by the Bishops of Ontario, along with the Institute for Catholic Education (ICE) and l'Office Provincial de l'Éducation de la foi Catholique de l'Ontario (OPECO). The symposium will bring together representatives of the key stakeholder groups who, together, share the responsibility for Catholic education and assist in the writing of the Third Pastoral Letter, to be released in May 2018.

Director Roehrig asked members the following three questions and invited participants to complete the online survey.

1. What are some ways that Catholic Education in Ontario supports students to be living witnesses to their faith in Jesus Christ?
2. What are some current challenges facing Catholic education in Ontario?
3. What are some current opportunities presented for Catholic education in Ontario that will help shape a positive future?



The data will be collected, collated, categorized, analyzed and shared with ICE and OPECO. The comprehensive data will serve as the basis for specific conversations that will take place when Board teams gather during the symposium in November. Director Roehrig thanked the group for their participation and for their time.

7. Reports

7.1 Student Achievement Lead: Special Education

The Special Education Services team hosted an in-service on April 4th based on requested topics identified through a survey completed by FSL teachers. They participated in four different rotations including Autism Spectrum Disorder & Self-Regulation, implementation of Structured Learning in an FSL classroom, writing measurable French expectations and use of technology/software programs to support students with an identification in the FSL classroom.

In partnership with agency partners, the BHNCD SB held Entry to School Case Conference in the three counties on different days to assist with a more seamless transition of students into our system for next September. Along with families and agency members, all meetings had school and system personnel in attendance to assist with better understanding the learning needs of our future incoming Kindergarten students.

The Canadian Cognitive Abilities Test was administered to 613 grade two students during the week of April 3-7. Results will be shared with schools and families before the end of this school year and will be used to help with programming and better understanding the learning needs of all students.

7.2 Superintendent of Education

Superintendent Telfer announced the change in the Superintendent portfolios with the Board. Superintendent Michelle Shypula will be transitioning as the new Superintendent of Special Education and Superintendent Telfer will be transitioning to Student Achievement. The change in portfolios will provide a great opportunity for them to work together as a team and the full exchange will begin in May.

Superintendent Telfer shared that Ontario English Catholic Teachers' Association (OECTA) have extended their collective bargaining agreements to 2019. The extension will be good for the province by helping to maintain stability and by providing additional funding for position specific teaching and parameters where special education and children at risk are involved. There will be an increase in staffing resources to support across the system.

Superintendent Telfer shared that the upcoming Professional Activity Day on Friday April 28 will focus on mental health.

8. Closing Remarks/ Adjournment

The meeting adjourned at 11:45 am.



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Centre
322 Fairview Drive
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**Budget Committee
Thursday, April 20, 2017 – 4:00 p.m.
Boardroom**

Present: Rick Petrella (Chair), Bill Chopp, Pat Daly, Dan Dignard, Tom Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella, Chris N. Roehrig, Michelle Shypula

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the agenda of April 20, 2017.

Carried

3. Approval of the Minutes

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee approves the minutes of March 28, 2017.

Carried

4. Declaration of Conflict of Interest: Nil

5. Business Arising from the Minutes: Nil

6. Staff Reports and Information Items

6.1 2017-18 Departmental Expenditure Budget

Superintendent Grice reviewed some of the revenue difficulties as they relate to the Ministry's tardiness in providing school boards with access to the software needed to generate the preliminary budget. He reviewed the revised budget impact on the preliminary budget for the year. Superintendent Grice provided an overview of the departmental expenditure budget. The key changes were reviewed according to the following categories: curriculum, special education, information technology, facilities, transportation and administration.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends that the Committee of the Whole refers the 2017-18 Department Expenditure Budget to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

7. Trustee Inquiries: Nil

8. Business of the In-Camera Committee – n/a



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9. **Report on the In-Camera Session** – n/a

10. **Adjournment**

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of April 20, 2017.

Carried

Next Meeting: Tuesday, May 9, 2017 – 4:00 pm, Boardroom



**Catholic Education Advisory Committee (CEAC)
Wednesday, May 3, 2017 ♦ 1:00 p.m.
Boardroom**

- Present:** Carol Luciani (Chair), Bill Acres, Carolyn Boerboem, Keri Calvesbert, Dan Dignard, Rosalin Dubois, Father Alan Dufraimont, Allison Hayes, Bonnie McKinnon, Colin Phee, Chris N. Roehrig, Debra Sheldrake, Pat Lenz (SSVP)
- Guests:** Members of the Council of Catholic Service Organizations
- Regrets:** Cliff Casey, Fr. Mario Fernandes, Edith Heleniak, Fr. Tim Hingston, John Kuilboer, Tom Laracy, Paul Tratnyek, John Webb, Carole Allen (F.A.C.E. – Resource to Committee), Peter Giordano (SSVP)
-

- 1. Opening Prayer**
Keri Calvesbert led the opening prayer.
- 2. Welcome**
Chair Luciani welcomed the members of the Council of Catholic Service Organizations and thanked them for attending this meeting.
- 3. Approval of the Minutes**
The minutes of the February 22, 2017 meeting were approved.
- 4. Presentation/Display – St. John’s Bible**
Cristina Vanin, Associate Dean at St. Jerome’s University, provided an overview of the Saint John’s Bible, including its history, background of the artist, and the creation of the illuminations. Committee members and Members of the Council of Catholic Service Organizations had an opportunity to encounter the pages of the Saint John’s Bible.
- 5. Consultation – Renewing the Promise: Exploring the Critical Role of Catholic Education in Contemporary Society**
Director Roehrig provided information about the upcoming “Renewing the Promise: Catholic Education Symposium” taking place November 14-15, 2017 in Toronto. The focus of the Symposium is to explore the role of Catholic Education in contemporary society through engaging in local and provincial consultation to inform the initiative of the Bishops. Bishops will undertake developing a Pastoral Letter based on the results of the Symposium. Members participated in the face-to-face consultation phase, answering three discussion questions in small groups. Keri Calvesbert will upload answers to Thoughtexchange. Director Roehrig encouraged Members to also visit www.iceont.ca to individually participate in the online consultation.
- 6. Adjournment**
The meeting was adjourned by Chair Luciani and participants were thanked for their involvement.



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**Budget Committee
Tuesday, May 9, 2016 – 4:00 p.m.
Boardroom**

Present: Rick Petrella (Chair), Bill Chopp, Pat Daly, Tom Grice, Carol Luciani, Bonnie McKinnon, Pat Petrella, Michelle Shypula

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee approves the Agenda of May 9, 2017.

Carried

3. Approval of the Minutes

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the Minutes of April 20, 2017.

Carried

4. Declaration of Conflict of Interest: Nil

5. Business Arising from the Minutes: Nil

6. Staff Reports and Information Items: Nil

7. Trustee Inquiries: Nil

8. Business of the In-Camera Committee:

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee moves to an In-Camera session.

Carried

Report on the In-Camera Session:

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Budget Committee approves the business of the In-Camera session.

Carried

10. Adjournment

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of May 9, 2017.

Carried



**Policy Committee
Wednesday, May 10, 2017 ♦ 4:00 p.m.
Boardroom**

Trustees:

Present: Dan Dignard (Chair), Bill Chopp, Carol Luciani, Bonnie McKinnon, Rick Petrella

Absent: Cliff Casey

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary)

1. Opening Business

1.1 Opening Prayer

The meeting opened with prayer led by Chair Dignard.

1.2 Attendance

As noted above.

1.3 Approval of the Agenda

Item 2.1 – Trustee Elections Campaigns was added as Item 3.2 under Discussion Items.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Policy Committee approves the agenda of the May 10, 2017 meeting, as amended.

Carried

1.4 Approval of the Policy Committee Meeting Minutes – April 12 2017

Moved by: Bonnie McKinnon

Seconded by: Carol Luciani

THAT the Policy Committee approves the minutes of the April 12, 2017 meeting.

Carried

1.5 Business Arising from the Minutes - Nil

2. Committee and Staff Reports - Nil

3. Discussion Items

3.1 Educational Excursions AP 500.01 (revised)

Director Roehrig reviewed changes to the travel warning category names and references to reflect current information on the Federal Government's Foreign Affairs and International Trade website. The Committee agreed unanimously to the changes.



3.2 Trustee Election Campaigns (new)

Director Roehrig reviewed the draft Trustee Election Campaigns policy highlighting proposed guidelines for candidates, employees, members of Board committees, students and Catholic School Advisory Councils. He also reported on developments in areas of campaign violations and best practices.

Members of the committee discussed procedures regarding campaigning as it relates to candidates, employees and incumbent trustees.

The draft policy will return to the June 6 Policy Committee meeting for further discussion.

4. Trustee Inquiries - Nil

5. Adjournment

Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Policy Committee adjourns the meeting of May 10, 2017.

Carried

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: Leslie Telfer, Superintendent of Education
 Presented to: Committee of the Whole
 Submitted on: May 16, 2017
 Submitted by: Chris N. Roehrig, Director of Education & Secretary

COMMUNITY PARTNERSHIPS UPDATE
Public Session

BACKGROUND INFORMATION:

The Brant Haldimand Norfolk Catholic District School Board is committed to promoting effective community-based partnerships with external agencies that foster continuous improvement in the delivery of programs and services for all students, including students with special needs. The Board recognizes that partnerships are integral to the education of its students. The goal of any educational partnership must be to positively impact student learning and well-being.

As a result, Policy: Educational Partnerships 400.18, was adopted in 2010. The Brant Haldimand Norfolk Catholic District School Board supports the implementation of educational partnerships with parishes, community groups, government agencies, business and industry. This statement is aligned with goals outlined in our current strategic plan specifically in the area of Communication and Community Involvement.

DEVELOPMENTS:

Included in this report is information about the community agencies and organizations that provide direct service to students in our schools.

Agency	Scope of Services Provided
Aboriginal Health Centre	Providing services or consultation regarding children and youth mental health for Aboriginal students not living on the reserve
Brant County Health Unit (BCHU)	Standard health related information, immunization, mental health promotion
Big Brothers/ Big Sisters of Grand Erie	Go Girls group in schools
Brant Family and Children Services (Brant FACS)	Child protection protocol addressing child protection investigations, transition and school registration, case management and school based CAS workers working with children/ students of the Board, SEAC partnership and protocol in place
Brant Native Housing	To access services in Aboriginal youth outreach program
Community Addiction and Mental Health Services of Haldimand and Norfolk	CAST: Crisis service ages 16 and up.
Community Care Access Centres: Hamilton Niagara Haldimand Brant; Southwest	Occupational Therapy, Physiotherapy, Speech and Language Service referrals, mental health and addiction nurses

Agency	Scope of Services Provided
Contact Brant- includes Haldimand and Norfolk	Information, referral and screening for mental health and well-being services, SEAC partnership in place
Family Counselling Centre of Brant Inc.	Developmental services: Behaviour Therapy & Consultations. Counselling services and dealing with mental health issues, SEAC partnership in place
Haldimand and Norfolk County Regional Health Units	Vaccinations and up to date records retention
Haldimand-Norfolk REACH	Crisis and information services, referral and screening for mental health and well-being services, SEAC partnership in place
Haldimand Norfolk Women's Services	Healthy relationships, focused counselling services for well-being and support
Hamilton Health Sciences	BHNCD SB Protocol with Hamilton-Niagara Regional Autism Intervention Program, ABA Services & Supports, ASD School Support Program
John Howard Society	Independent restorative practices facilitator to train, facilitate formal circles. Engaging at risk youth aged 12 to 21 involved in conflict impacting the school community.
Lansdowne Children's Centre	Autism services, specialized services, speech and language pathology and testing, referrals, SEAC partnership in place
McMaster Children's Hospital - Child and Youth Mental Health Program	Focus on mental health and counseling services
Nova Vita Women's Services	Counselling and shelter services
Police Protocol/ OPP/ Police Resource Officer	Protocol between Brantford Police Services, HN O.P.P., GEDSB, BHNCD SB and CSDCC, police officers at 3 high schools
ROKS - Reaching Out to Kids in Schools	Mental health support in the home, school and community.
Sexual Assault Centre of Brant	Counselling and support to survivors of sexual assault in schools or in office. Also provide education around safe spaces.
Six Nations Child & Family Services	Counselling and support to Aboriginal students residing on Reserve. Support is in home, school and community. Also provide crisis support
St. Leonard's Society	Integrated Crisis Services, Early Psychosis clinic
Victim Services of Brant	Provide immediate emotional support and practical assistance to help victims cope with a crisis
Wesley Urban Street Ministries	Support and engagement of students with attendance challenges
Woodview Mental Health and Autism Services	Office-based counselling, day treatment, intensive child and family services, classroom observation, support, integration, crisis support, SEAC partnership in place
YMCA	Youth in Transition Worker Program; Problem Gambling Prevention

Further information related to additional academic and community employment partnerships will be presented in a separate, future report. The link to the Educational Partnerships Policy 400.18 is provided below.

http://www.bhncdsb.ca/sites/2016-17/files/resources/educational_partnerships_Policy_and_AP_400_18.pdf

RECOMMENDATION:

THAT the Committee of the Whole refers the Community Partnerships Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Committee of the Whole
Submitted on: May 16, 2017
Submitted by: Chris Roehrig, Director of Education & Secretary

BANK OPERATING CREDIT

Public Session

BACKGROUND INFORMATION:

The *Education Act* requires that a school board approves an annual borrowing resolution empowering the Board to borrow, as required, by way of demand notes, to meet current obligations. The Board approved an operating credit of \$7.0 million for the 2010 year and has approved this operating credit amount each subsequent year since.

DEVELOPMENTS:

The operating requirements of the Board have not changed significantly. Operating credit enables the Board to meet its financial obligations when a timing issue occurs between payment by the Board and receipt of grants by the Ministry. All other credits are the same as previous years.

The total credit is as follows:

Operating Line:	\$7,000,000
Purchase Card	<u>300,000</u>
TOTAL:	\$7,300,000

The credit has a renewal date of September 1, 2017. The Board's Corporate Purchase Card credit is underwritten by US Bank.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves:

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, 2010 and ending on August 31, 2018 (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 of 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.

**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: Patrick Daly, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: May 16, 2017
Submitted by: Chris N. Roehrig, Director of Education & Secretary

EXCURSION – DUBLIN (Columbus), OHIO
Public Session

BACKGROUND INFORMATION:

St. John's College is requesting approval for an excursion to Dublin (Columbus), Ohio from Thursday, September 7 (after school) to Saturday, September 9, 2017 (one school day missed). Staff supervisors will be Kevin O'Sullivan and Peter Pomponio, as well as two parent volunteers/coaches. The cost of the trip is approximately \$121.50/player, with the balance of the costs being covered by the host school.

DEVELOPMENTS:

Approximately 45 Senior Football Eagles from St. John's College will travel by coach bus to Dublin (Columbus), Ohio to play against the Dublin Coffman High School Shamrocks. The team will have the opportunity to tour the Pro Football Hall of Fame in Canton, Ohio and attend a College football game. This will provide team members with an opportunity for personal growth and team building, as well as gain insight into a culture where a whole town celebrates the efforts of their players and contributes to a team's success both on and off the field.

All information has been provided in accordance with Board policy and procedures.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to Dublin (Columbus), Ohio from Thursday, September 7 to Saturday, September 9, 2017.