



BRANT HALDIMAND NORFOLK Catholic District School Board

Agenda

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

Committee of the Whole Tuesday, February 20, 2018 ♦ 7:00 pm Boardroom

Members: **Trustees:**
Rick Petrella (Chair), Dan Dignard (Vice Chair), Cliff Casey, Bill Chopp, Carol Luciani,
Bonnie McKinnon, Olivia O'Neill (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 – January 16, 2018 Pages 3-9
 - 1.6 Business Arising from the Minutes

- 2. Presentations**

- 3. Delegations**

- 4. Consent Agenda**
 - 4.1 Educational Field Trips Summary Pages 10-13
Presenter: Pat Daly, Superintendent of Education
 - 4.2 Unapproved Special Education Advisory Committee Meeting Minutes Pages 14-18
- January 23, 2018

- 5. Committee and Staff Reports**
 - 5.1 School Year Calendar 2018-19 Pages 19-26
Presenter: Michelle Shypula, Superintendent of Education
 - 5.2 Student Success Update Pages 27-29
Presenter: Pat Daly, Superintendent of Education



6. Information and Correspondence

6.1 Grade 1 and 4 Teacher Absenteeism Update

6.2 Secondary Athletics

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

Page 30

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



Committee of the Whole
Tuesday, January 16, 2018 ♦ 7:00 pm
Boardroom

Trustees:

Present: Rick Petrella (Chair), Dan Dignard (Vice Chair), Cliff Casey, Bill Chopp, Carol Luciani, Bonnie McKinnon, Olivia O'Neill (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 Chair Petrella.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the January 16, 2018 meeting.

Carried

1.4 Declaration of Interest – Nil

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

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the November 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 Accessibility Steering Committee Meeting of November 22, 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 Special Education Advisory Committee Meeting of December 12, 2017 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Cliff Casey
Seconded by: Bill Chopp

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 Budget Committee Meeting Minutes and Recommendations – January 11, 2018

Trustee Petrella, Chair of the Budget Committee, reviewed the highlights of the Budget Committee meeting held on January 11, 2018. Superintendent Grice answered Trustee inquiries with information regarding the revised 2017-18 budget. Chair Petrella presented the following recommendations for consideration:

WHEREAS the Board has approved the following goals:

- Public participation to inform the 2018-21 Strategic Plan and a new multi-year spiritual theme;
- High levels of student achievement; especially in mathematics and literacy*;
- Deepening of faith formation and catechesis for students and adults*;
- Fostering equity, inclusivity and safety in our schools*; and
- Improving communication for internal and external audiences*.

* Goals consistent with the 2015-18 multi-year Strategic Plan.

THAT the Budget Committee recommends that the Committee of the Whole refers the Goals for the 2018-19 Budget to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Budget Committee recommends the Committee of the Whole refers the Budget Planning report to the Brant Haldimand Norfolk Catholic District School Board for approval of the budget procedures as outlined in the 2018-19 Budget Procedures Manual (September 1, 2018 to August 31, 2019).

THAT the Budget Committee recommends that the Committee of the Whole refers the 2017-18 Revised Budget Estimates, in the amount of \$129,748,866, to the Brant Haldimand Norfolk Catholic District School Board for approval.



Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the following items be brought forward to the Brant Haldimand Norfolk Catholic District School Board for review before purchase:

- Phone system
- Payroll system
- Security system

The Motion above was DEFEATED on the following Recorded Vote:

Yeas: C. Casey, B. Chopp

Total: 2

Nays: D. Dignard, C. Luciani, B. McKinnon

Total: 3

Abstained: R. Petrella

Total: 1

Defeated

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the unapproved minutes of the Budget Committee Meeting of January 11, 2018 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendations of the Budget Committee Meeting of January 11, 2018 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.2 Unapproved Policy Committee Meeting Minutes and Recommendations – December 12, 2018

Vice Chair Dignard, Chair of the Policy Committee, provided an overview of the revisions and discussion at the December 12, 2017 Policy Committee meeting. Vice Chair Dignard presented the following recommendations for consideration:

THAT the Policy Committee recommends that the Committee of the Whole refers the changes to Policy 300.14 Leaves of Absence for Management Employees, as amended, to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Hiring – Academic Staff Administrative Procedure 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 Administration of Oral Medication to Children Under the Age of 18 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

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

Carried

5.3 Strategic Plan – Vision 2020

Director Roehrig presented a plan to begin developing the next multi-year strategic plan. The 2015-2018 Strategic Plan will be concluding in June 2018. The Board will also be welcoming a new multi-year spiritual theme at the same time as the launch of the new strategic plan. He advised that conversations will be starting soon to implement a plan in order to have information available to the Board after the elections. The Catholic Education Advisory Committee is currently working on gathering information in anticipation of presenting a spiritual theme in the spring.

Moved by: Carol Luciani
Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Strategic Plan 2020 project plan.

Carried

5.4 Graduation Rates

Superintendent Daly advised that the Ministry of Education will be releasing the 2016-17 graduation rates in the spring. He presented the preliminary results for the provincial calculation of students starting their Grade 9 education with our Board which were: 83% (4 year) and 87% (5 year) graduation rates. He also reviewed the Board's internal calculation to measure the cohort of students who begin their Grade 9 education with our Board and graduate with our Board which were: 90% (4 year) and 91% (5 year) graduation rates.

Moved by: Dan Dignard
Seconded by: Carol Luciani

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

Carried



5.5 Financial Report – November 2017

Superintendent Grice presented the expenditure report for the period ending November 30, 2017. He advised budget is on track with 23.9% of the total budget being spent which reflects last year's report and noted that projections are on schedule to year end.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Financial Report – November 2017 report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.6 2015-2018 Strategic Plan – Safe and Accepting Schools Update

Superintendent Shypula reiterated the Board's focus on ensuring that parents, students and staff work together to establish Catholic school communities that are safe places to learn and where everyone feels welcome. She highlighted work being done to improve policies and procedures, the development of an online training tool for bullying and creation of a school code of conduct template. The District Safe and Accepting Schools Committee is currently reviewing the district plan. Superintendent Shypula also provided an overview of the following goals captured under the Safe and Accepting Schools pillar of the strategic plan:

- Enhance inclusive school environments that support positive mental health.
- Improve policies and procedures to have an impact on safety in schools and improve training for students, staff and leaders in the area of safe and accepting schools.
- Improve the communication of initiatives and supports that are in place to ensure student safety.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

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

Carried

5.7 Excursion – New York City, NY

Superintendent Daly presented a request from St. John's College to New York City. The excursion will take place from Thursday, May 17 to Monday, May 21, 2018. Students will have the opportunity to experience artwork from diverse cultures. They will visit different landmarks including the Metropolitan Museum of Art, the Museum of Moving Image and the Gothic Cathedral. Tours will also include visits to Wall Street, Times Square and the 9/11 Memorial.

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

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 New York City, NY from Thursday, May 17, 2018 to Monday, May 21, 2018.

Carried



5.8 Proposed Child Care and Early Years Coordinator Position

Superintendent Telfer presented the proposed Child Care and Early Years Coordinator position as a one year contract. The proposed position would engage and support joint decision-making alongside consolidated municipal service managers and/or district school services administration boards. Funding has been received from the Ministry to support the position. The position will allow the Board to stay connected to before and after school care programs and ensure provisions of the programs.

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Early Years Leadership Strategy Proposed Child Care and Early Years Coordinator Position.

Carried

5.9 Surplus Accommodation – Grand Erie District School Board

Superintendent Grice presented a proposal from the Grand Erie District School Board to dispose of a surplus property known as Anna Melick Memorial School in Dunnville and advised that the Board has no anticipated need for this property.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board advises the Grand Erie District School Board that the Brant Haldimand Norfolk Catholic District School Board has no interest in the following property:

- Anna Melick Memorial School, 1347 Hutchinson Road, R.R. #8, Dunnville.

Carried

6. Information and Correspondence - Nil

7. Trustee Inquiries

Trustee Chopp requested an update regarding Synervoice. Superintendent Grice advised it has been rolled in with SafeArrival which is currently running as a pilot.

Trustee Chopp asked that schools and parents be reminded of safety and the importance of utilizing designated parking areas for pick-ups and drop offs at schools.

8. Business In-Camera

Moved by: Cliff Casey

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: Cliff Casey

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.

12. Adjournment

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of January 16, 2018.

Carried

Next Meeting: Tuesday, February 20, 2018, 7:00 pm - Boardroom

**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: February 20, 2018
Submitted by: Chris Roehrig, Director of Education & Secretary

EDUCATIONAL FIELD TRIPS SUMMARY
Public Session

BACKGROUND INFORMATION:

Attached is a summary of educational field trips that have been approved during the period of September 5, 2017 and January 31, 2018.

The educational field trips included are those that involve overnight or extended overnight, as well as excursions.

RECOMMENDATION:

THAT the Committee of the Whole refers the Educational Field Trips Summary report to the Brant Haldimand Norfolk Catholic District School Board for receipt.



September 2017 to January 2018 Educational Field Trips Summary

School	Destination and Type	Curriculum	Date dd/mm/year	Duration (days)	# of school days	# of Students on Trip	Cost to Student	Transportation	Superintendent
Assumption, St John's and Holy Trinity	Columbia, SC - Excursion	Catholic Graduate Expectations	September 29, 2017 to October 7, 2017	9	6	Up to 20	\$ -	VBL Coach Lines	Pat Daly
Assumption	Haliburton, ON - Overnight	Recreation & Leisure - 3 day outdoor leadership based experience. Students will participate in dogsledding, snow showing, wilderness training and leadership exercises.	January 11, 2018 to January 13, 2018	3	2	23	\$ 450.00	Coach Bus	Pat Daly
St. John's College	Quebec City, Quebec - Overnight	Languages - Students will increase their understanding and appreciation of diverse French- speaking communities	February 3, 2018 to February 6, 2018	4	2	Up to 35	\$ 650.00	Motor Coach Bus	Pat Daly
Assumption	Germany & Switzerland - Excursion	World Studies (History) - looking at past societies, developments and events as well as current Technology - tour of innovative and scientific sites in Germany & Switzerland	March 8, 2019 to March 17, 2019	10	0	40-45	\$3,265	Bus & Plane	Pat Daly
St John's College and Holy Trinity	Italy & Greece - Excursion	Arts - this tour provided an opportunity for students to the rich history, art and architecture of Greece and Italy	March 9, 2018 to March 18, 2018	10	0	30	\$3,504	Bus & Plane	Pat Daly
St. John's College	Halifax, NS - Overnight	Music - Students will participate in a music festival, be exposed to music life in Eastern Canada, receive an adjudication and attend workshops	April 25, 2018 to April 28, 2018	4	2	40	\$ 1,100.00	Bus & Plane	Pat Daly
St. Michael's Dunnville	Camp Celtic, Lion's Head, ON - Overnight	Sports/ Physical Education - working with others, fitness such as hiking, team building challenges, trust games Arts - camp crafts, dance, theatre arts, - students will be involved in activities such as creating and presenting songs as a skit Environmental Studies - wilderness Tours	May 25, 2018 to May 28, 2018	4	2	37	\$ 552.27	Bus	Pat Daly
St. Patrick's School	Camp Celtic, Lion's Head, ON - Overnight	Sports/ Physical Education - working with others, fitness such as hiking, team building challenges, trust games Arts - camp crafts, dance, theatre arts, - students will be involved in activities such as creating and presenting songs as a skit Environmental Studies - wilderness Tours	June 1, 2018 to June 4, 2018	4	2	30	\$ 552.27	Bus	Pat Daly



September 2017 to January 2018 Educational Field Trips Summary

School	Destination and Type	Curriculum	Date dd/mm/year	Duration (days)	# of school days	# of Students on Trip	Cost to Student	Transportation	Superintendent
Notre Dame Caledonia	Camp Muskoka, Bracebridge, ON - Overnight	Sports/ Physical Education - working with others, fitness such as hiking, team building challenges, zipling, high low ropes courses Arts - camp crafts & dance	June 8, 2018 to June 11, 2018	4	1	32	\$ 440.00	Bus	Pat Daly
St. Joseph's	Ottawa, ON - Overnight	History/Geography - exposure to Canadian culture/history, foster independence and responsibility	June 6, 2018 to June 8, 2018	3	2	50	\$ 500.00	Bus	Pat Daly
Assumption	New York City, NY- Excursion	Music - Students will attend a Broadway show, a performance by the Choir of Trinity Wall Street and other music workshops. To broaden knowledge and exposure on different cultural traditions, expressions and focusing on varying levels of music technologies	April 6, 2018 to April 9, 2018	4	2	40	\$ 855.00	Motor Coach Bus	Pat Daly
Holy Trinity	Atlantic Festivals of Music- Western University- London, ON- Overnight	Music - To provide Music students with the opportunity to perform in a formal setting and receive feedback in the form of instrument clinics and workshops from professional musicians to better their music skills. Students will tour a Faculty of Music Program and hear bands from other schools and represent the Board on provincial stage	May 3, 2018 to May 4, 2018	2	2	30	\$ 362.72	Coach Bus	Pat Daly
St Frances Cabrini	Camp Celtic, Lion's Head, ON - Overnight	Arts - camp crafts, dance, theatre arts, - students will be involved in activities such as creating and presenting songs as a skit Physical Education - Students will engage in sporting activities such as Volleyball, Basketball, Orienteering, Hiking as part of healthy lifestyles experience	June 9, 2018 to June 12, 2018	4	2	24	\$ 553.00	Charter Bus	Pat Daly



September 2017 to January 2018 Educational Field Trips Summary

School	Destination and Type	Curriculum	Date dd/mm/year	Duration (days)	# of school days	# of Students on Trip	Cost to Student	Transportation	Superintendent
Holy Trinity	Lima, Peru- Excursion	History/Geography- Students will explore and discover historical monuments such as; Plaza Mayor, pre-Incan Pyramid, ruins at Tambomachay, Machu Picchu and Lost City of the Inca Religion- Students will visit the Basilica Cathedral of Lima and San Francisco Monastery	March 9, 2018 to March 18, 2018	10	1	15-20	\$ 4,284.00	Bus & Plane	Pat Daly
Sacred Heart, Paris	Camp Celtic, Lion's Head, ON - Overnight	Health & Physical Education- Students will participate in a variety of physical activities and demonstrate responsibility for personal safety and safety of others Arts- Students will be involved in activities such as camp crafts, dance, theater arts (performing skits) and radio broadcasting Environmental Studies- Interpretive tours, wilderness skills	June 1, 2018 to June 4, 2018	4	2	17	\$ 552.57	Bus	Pat Daly
St. John's College	New York City, NY- Excursion	Arts- Art History and Architecture- understanding of modern vs contemporary art, cultures and opportunities to see various structures, museums	May 17, 2018 to May 21, 2018	5	2	30	\$ 848.00	Motor Coach Bus	Pat Daly



**SPECIAL EDUCATION ADVISORY COMMITTEE
Tuesday, January 23, 2018 – 10:00 a.m. - Boardroom**

- Present:** Bonnie McKinnon (Trustee), Jennifer Chapman, Carmen McDermid, Paul Sanderson, Michelle Shypula
- Guests:** Peter Svec, *Student Achievement Consultant: Pathways*
- Regrets:** Krista Emmerson, Jill Esposto, Mischa Jansink, Christine Pearce, Tracey Taylor, Teresa Westergaard-Hager, Nil Woodcroft
-

1. Opening Prayer

Carmen McDermid led the group in the opening prayer.

2. Welcome and Opening Comments

Superintendent Shypula welcomed the group and Paul Sanderson (Acting Chair) led a round of introductions for the benefit of Peter Svec and SEAC members in attendance.

3. Approval of Agenda

Moved by: Paul Sanderson

Seconded by: Jennifer Chapman

THAT the SEAC Committee approves the agenda of the January 23, 2018 meeting.

Carried

4. Approval of Minutes – December 12, 2017

Moved by: Jennifer Chapman

Seconded by: Paul Sanderson

THAT the SEAC Committee approves the minutes of the December 12, 2017 meeting.

Carried

5. Correspondence

Superintendent Shypula provided an overview of a letter sent to the Ministry of Education by the Grand Erie District School Board (GEDSB) to SEAC Committee members (see Appendix A). The letter discusses the pilot project as set out in a memorandum by the Ministry on October 25, 2017, on plans to improve school-based supports for students with Autism Spectrum Disorder (ASD). GEDSB, who was not one of the 18 school boards selected for the pilot project, is asking the Ministry to consider allowing their Educational Assistants (EAs) to access the 40 hours of online training provided in the pilot project. SEAC members unanimously decided to not submit a letter at this time until we receive additional information from the Ministry about the pilot project.

6. Presentation

6.1 Sonflower Stables Experiential Trip

Peter Svec, *Student Achievement Consultant: Pathways*, shared an overview of his position with the Board, which encompasses providing experiential learning opportunities to students across the district. A few of the learning experiences provided to students were working at the local Food Bank, cleaning, feeding and caring for animals at the Twin Valley Zoo and most



recently the SonFlower Stables. SonFlower Stables provided a meditation component and activities for students that help build confidence and motivate them to participate. Peter shared a video of students reflecting on their experiences working at SonFlower Stables where they described what they enjoyed about this opportunity, their favourite memories and what they learned from their trip. The eight-minute video demonstrated some students retelling their experiences while others communicated their stories using written signs. Teachers and Educational Assistants (EAs) also shared their experiences in the video, describing the learning and emotional connection SonFlower Stables provided to students. Peter shared the students' excitement and contentment while learning through these opportunities.

7. Community Agency Updates

Jennifer Chapman- Child Welfare Supervisor- Haldimand-Norfolk Children's Aid Society

Jennifer shared how agencies are experiencing learning curves from the new legislation, which has now come in to effect in January 2018. Youth aged 16 to 17 years of age can volunteer to go into care with Children's Aid Societies and Haldimand-Norfolk Children's Aid Society has already received three in the month of January. The agency continues to look at staffing within their organization to ensure needs are being met and will be developing presentations, which will be offered within the communities at a later date. The legislation is not yet proclaimed.

Bonnie McKinnon- Trustee Representative

Bonnie shared that she attended the 2018 Ontario Catholic School Trustees' Association (OCSTA) Seminar where the Hon. Indira Naidoo-Harris made her first public address on January 19, 2018. The newly appointed Minister of Education spoke to the political panel: "Ontario's Education Priorities".

8. Reports

8.1 Student Achievement Leader: Special Education

Carmen provided updates regarding the January 22, 2018 Elementary Professional Development Day where an additional 32 Educational Assistants (EAs) received the new Enhanced Nonviolent Crisis Intervention (NVCi) training. To date, approximately 75 Educational Assistants have now completed the Enhanced training within our Board, which is on track with having all EAs trained by December 2018. Carmen shared information on many of the workshops that were provided such as *Boardmaker training*, which is a software tool used for making visual schedules and was a workshop offered in both the morning and afternoon. The *Regulate to Educate* workshop assisted educators in providing calming techniques/strategies so that they are better equipped to assist students with self-regulation needs. Math workshop were provided where the focus was on various math activities (Box Cars) that educators can use with their students including dice, cards, other manipulatives, etc. The Information Technology workshops demonstrated how to research information on educational sites to further enhance the students they are supporting. Educators were given an opportunity to explore all materials purchased for the EA Lending Library and to receive instruction on various tools that might work well with the students they are supporting. EAs were able to sign out items to take back to their classrooms to use with students.

Carmen spoke about the positive impact the Grade 2 Reconciliation Retreat has had in supporting our students before they receive the Sacrament at the church. The Retreat took



place on Wednesday, January 17, 2018 with five schools having students attend who would benefit from a more personalized teaching and stronger understanding of Reconciliation.

Carmen shared that on December 15, 2017, 33 principals and on January 12, 2018, 32 SERTs and Special Education Department Heads completed the new Enhanced NVCI training. It is the hope that this training will be instrumental in assisting principals, teachers and other educators in helping to de-escalate students before the need to physically intervene occurs. Should there be a need to physically intervene, the training outlines when it would be absolutely necessary and how to do this safely when students or staff are involved.

8.2 Superintendent of Education

Superintendent Shypula provided an update on the Joint Protocol for Student Achievement (JPSA). Introduced in 2015, the protocol is a joint information sharing process between the Children's Aid Societies, school boards and schools. Research indicates that student achievement in children and youth in care is significantly lower than that of the general school population. According to the Ontario Association of Children's Aid Societies (OACAS), in 2012-13, only 46% of Ontario's Crown Wards graduated from high school, compared to the overall rate of 83%. These statistics resulted in the Ministry of Children and Youth Services (MCYS) and the Ministry of Education making a commitment to improving educational outcomes of children and youth in care of or receiving services from children's aid societies. The protocol intends to facilitate that collaboration between the partnerships to enable students in care from Kindergarten to Grade 12 (e.g. Crown Wards, society wards) or who are receiving voluntary or court ordered services from CAS. The JPSA will contain administrative processes to support a student transitioning into or out of school. The planning for student achievement will include establishing a REACH (Realizing Educational Achievement of Children/Youth) Team to support and promote the educational achievement of the student and the development of an individualized ESP (Education Success Plan). The protocol will detail the dispute resolution processes between CAS agencies and school boards, including timelines for dispute resolution before escalation. Partners of the JPSA are as follows:

- Brant Haldimand Norfolk Catholic District School Board
- Conseil scolaire catholique MonAvenir
- Conseil scolaire Viamonde
- Grand Erie District School Board
- Hamilton-Wentworth Catholic District School Board
- Hamilton-Wentworth District School Board

Child welfare authorities include:

- Brant Family and Children's Services
- Catholic Children's Aid Society of Hamilton
- Children's Aid Society of Haldimand and Norfolk
- The Children's Aid Society of Hamilton
- Ogwadeni:deo

It is anticipated that the JPSA will be ready for official implementation in September 2018. Effective monitoring and evaluation of the protocol will include a formal review every two years.



9. Closing Remarks/ Adjournment

The meeting adjourned at 11:15 am and Superintendent Shypula thanked Paul Sanderson for chairing the meeting.

Next Meeting: Tuesday, March 20, 2018, 10:00 am, Boardroom



Grand Erie District School Board

Education Centre: 349 Erie Avenue, Brantford, Ontario N3T 5V3
 (519) 756-6301 | granderie.ca | info@granderie.ca | Fax: (519) 756-9181

December 7, 2017

Martyn Beckett, Assistant Deputy Minister
 Student Support & Field Services Division
 Ministry of Education
 Mowat Block 22nd Flr.,
 900 Bay St
 Toronto, ON
 M7A 1L2

Dear Assistant Deputy Minister Beckett:

Re: Pilot to Improve School-Based Supports for Students with Autism Spectrum Disorder

The Grand Erie DSB SEAC members recently reviewed the October 25, 2017 Memorandum sent by your office and were so pleased to learn there are plans to increase skills for students with autism through targeted training for Educational Assistants and dedicated space for ABA (Applied Behavior Analysis) service.

We understand this is a pilot project and that Grand Erie was not one of the 18 school boards selected to participate, but are writing to ask if at all possible to have our Educational Assistants access the 40 hours of online training which will certainly be beneficial to our students? The importance of early intervention, we know, is the key to reaching students on the Autism Spectrum and critical to helping them to attain their full potential and experience academic achievement.

Also, we would be very interested to see a report on the success of the pilot as it relates to increased student achievement.

Sincerely,

R. Collver, Interim Chair
 Grand Erie DSB Special Education Advisory Committee

c: The Hon. Michael Coteau, Minister of Children and Youth Services
 Ontario Public School Boards' Association
 Special Education Advisory Committee (SEAC) Chairs Ontario District School Boards and Authorities
 Chairs Ontario School Boards and School Authorities

SUCCESS for Every Student

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

Prepared by: Michelle Shypula, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: February 20, 2018
Submitted by: Chris N. Roehrig, Director of Education & Secretary

SCHOOL YEAR CALENDAR 2018-19

Public Session

BACKGROUND INFORMATION:

On December 5, 2017, boards received the revised Policy/Program Memorandum No. 151 (P/PM No. 151) regarding Regulation 304, "School Year Calendar, Professional Activity Days". This Policy/Program Memorandum replaces P/PM No. 151 released in December 9, 2011. Policy/Program No. 151 sets 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 for the three mandatory PA days must be focused on teacher's professional learning with respect to the following current provincial education priorities, which are outlined in *Achieving Excellence*:

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

Calendar specifications:

- The school year has been set at 194 days.
- All calendars designate seven Professional Activity days (three designated as Ministry days; four designated as Board days). Of the seven days, five are shared.
- For the three Ministry-designated days, elementary and secondary calendars will share the same PA days (October 19, 2018, November 16, 2018 and April 12, 2019).
- The elementary calendar includes two PA days for report card writing (January 21, 2019 and June 7, 2019).

DEVELOPMENTS:

A School Year Calendar Committee meeting was held on January 19, 2017. The draft calendar was vetted by representatives from the Curriculum and Special Education departments, OECTA, OSSTF – Educational Support Staff/Early Childhood Educators/Plant Support Staff, the BHN Catholic Principals' Council, Senior Administration, Board trustees and Regional Catholic Parent Involvement Committee executive. As has been past practice, the proposed calendars were developed over the course of several meetings with representatives from the Grand Erie District School Board to maximize efficiencies in transportation.

Attached are the proposed 2018-19 calendars for elementary and secondary schools.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the proposed 2018-19 School Year Calendars for Elementary and Secondary schools.

Board Name Brant Haldimand Norfolk CDSB (B67164)			
Calendar Title [2018-300607] 2018-19 School Year Calendar	Panel Elementary	Calendar Type Regular	Date Created Dec 14, 2017
Start of School Year Sep 03, 2018	End of School Year Jun 28, 2019	First Day Students Sep 01, 2018	Last Day Students Jun 30, 2019
Status Draft	Description Regular Calendar		

Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA days	Instr days	Exam days
	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			
August			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0
September	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						1	18	0
October	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			1	21	0
November				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	1	21	0
December	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					0	15	0
January		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		1	18	0
February				1		4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28		0	19	0
March				1		4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	0	16	0
April	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				1	19	0
May			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	22	0
June	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						2	18	0
July	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	0	0
Total																									7	187	0	

Legend

P -Professional Activity Day; **E** -Scheduled Exam Day; **B** -Board Designated Day; **H** -Statutory Day; / -Half Day;
P* -Professional Activity Day Devoted to Provincial Education Priorities;

Schools which will use this calendar :

School	Town or City	School	Town or City
Blessed Sacrament School	Burford	Christ the King School	Brantford
Holy Cross School	Brantford	Holy Family School	Paris
Jean Vanier Catholic Elementary School	BRANTFORD	Notre Dame Catholic Elementary School	Caledonia
Notre Dame School	Brantford	Our Lady of Fatima School	Courtland
Our Lady of Providence Catholic Elementary School	Brantford	Resurrection School	Brantford
Sacred Heart Catholic Elementary School	PARIS	Sacred Heart School	Langton
St. Basil Catholic Elementary School	Brantford	St. Bernard of Clairvaux School	Waterford
St. Cecilia's School	Port Dover	St. Frances Cabrini School	Delhi
St. Gabriel Catholic (Elementary) School	Brantford	St. Joseph's School	Simcoe
St. Leo School	Brantford	St. Mary's School	Hagersville
St. Michael's School	SIMCOE	St. Michael's School	Dunnville
St. Patrick School	Brantford	St. Patrick's School	Caledonia
St. Peter School	Brantford	St. Pius X Catholic Elementary School	Brantford
St. Stephen's School	Cayuga	St. Theresa School	Brantford

Board Name Brant Haldimand Norfolk CDSB (B67164)			
Calendar Title [2018-300660] 2018-19 School Year Calendar	Panel Secondary	Calendar Type Regular	Date Created Dec 14, 2017
Start of School Year Sep 03, 2018	End of School Year Jun 28, 2019	First Day Students Sep 01, 2018	Last Day Students Jun 30, 2019
Status Draft	Description Regular Calendar		

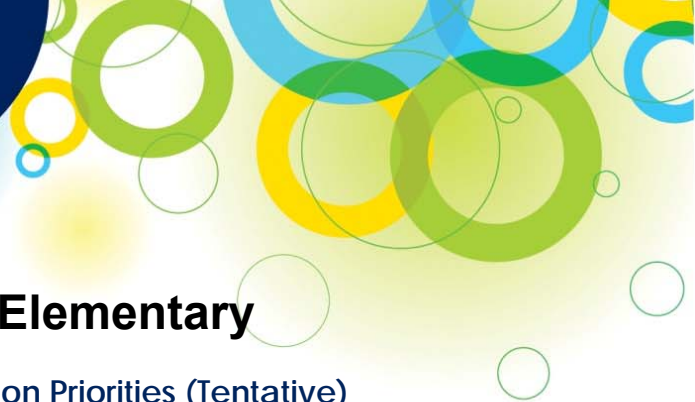
Month	1st Week					2nd Week					3rd Week					4th Week					5th Week					PA days	Instr days	Exam days
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F			
August			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	0	0
September	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						1	18	0
October	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			1	21	0
November				1	2	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30	1	21	0
December	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31					0	15	0
January		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31		0	14	5
February				1		4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28		1	18	0
March				1		4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29	1	15	0
April	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30				1	19	0
May			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31	0	22	0
June	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28						1	14	5
July	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31			0	0	0
Total															7	177	10											

Legend

P -Professional Activity Day; **E** -Scheduled Exam Day; **B** -Board Designated Day; **H** -Statutory Day; / -Half Day;
P* -Professional Activity Day Devoted to Provincial Education Priorities;

Schools which will use this calendar :

School	Town or City	School	Town or City
Assumption College School School	Brantford	Holy Trinity Catholic High School	Simcoe
St John's College	Brantford	St. Mary Catholic Learning Centre	Brantford



2018-19 Professional Activity Dates- Elementary

Professional Activity Day Devoted to Provincial Education Priorities (Tentative)

DATE	PA DAY THEME
Friday, October 19, 2018	(AM) School/Board Improvement Plans (SIP) Numeracy (AM) K/ECE Teams (Inquiry Pedagogical Documentation) (PM) OHST (Occupational Health and Safety Training)
Friday, November 16, 2018	Multiple Theme Day (AM) Parent/Teacher Interviews (PM) School/Board Improvement Plans (Numeracy)
Friday, April 12, 2019	Mental Health and Well-Being

Other Professional Activity Days

DATE	PA DAY THEME
Friday, September 14, 2018	Faith Development- System Wide Faith Day
Monday, January 21, 2019	Report Card Preparation- Assessment, Evaluation, Grading, Reporting
Friday, June 7, 2019	Report Card Preparation- Assessment, Evaluation, Grading, Reporting
Friday, June 28, 2019	School/Board Improvement Plans (School Improvement, Consolidation/Evaluation/Next Steps)

2018-19 Professional Activity Dates- Secondary

Professional Activity Day Devoted to Provincial Education Priorities (Tentative)

DATE	PA DAY THEME
Friday, October 19, 2018	(AM) School/Board Improvement Plans (Numeracy) (PM) OHST (Occupational Health and Safety Training)
Friday, November 16, 2018	School/Board Improvement Plans (Using Differentiated instruction and assessment strategies to close the age gap)
Friday, April 12, 2019	Mental Health and Well-Being

Other Professional Activity Days

DATE	PA DAY THEME
Friday, September 14, 2018	Faith Development- System Wide Faith Day
Friday, February 1, 2019	School/Board Improvement Plans (School Improvement and Assessment)
Friday, March 29, 2019	School/Board Improvement Plans- Numeracy Developing Evidence- Based Instructional Strategies
Friday, June 28, 2019	School/Board Improvement Plans (School Improvement, Consolidation/Evaluation/Next Steps)



**BRANT HALDIMAND NORFOLK
CATHOLIC DISTRICT SCHOOL BOARD**

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Excellence in Learning ~ Living in Christ

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Pat Daly, Superintendent of Education
Presented to: Committee of the Whole
Submitted: February 20, 2018
Submitted by: Chris N. Roehrig, Director of Education & Secretary

STUDENT SUCCESS UPDATE

Public Session

BACKGROUND INFORMATION:

In 2003, the Ministry of Education introduced the first component of a *Student Success Strategy* in response to low graduation rates within the province (68%) and a corresponding high dropout rate. The goal of the strategy encompassing grade 7 to 12, was to:

1. Increase the graduation rate and decrease the dropout rate;
2. Support a good outcome for all students;
3. Provide student with new and relevant learning opportunities;
4. Build on students' strengths and interests; and
5. Provide students with an effective elementary to secondary school transition

DEVELOPMENTS:

Since then Boards have been directed to create Student Success Teacher positions and Student Success Teams in each secondary school and implement a variety of learning opportunities to improve the success rate of students in Ontario schools.

The Student Success Teacher and Student Success Teams

Student Success Teachers (SSTs) play a critical role in knowing the students who are identified as in risk. They, along with the other members of the school's Student Success Team, are tasked with knowing, understanding, and documenting all the factors that may either contribute to or limit the success of any in risk student. Student Success teachers mentor and advocate on behalf of students, coordinate and support the implementation of interventions and promote and monitor successful transitions and wellbeing.

Transitions

SSTs meet with the grade 8 teachers from their feeder schools to facilitate discussions around students in-risk. Guidance counsellors and the SERT may also be in attendance at the meetings. The purpose is to share information which will be helpful for programming and early prevention strategies.

The Student Success team in each secondary school is responsible for the implementation of strategies that promote a smooth transition from Grade 8 to Grade 9 for students who may struggle with the secondary school program. The requirement to support students through transitions is set out in policy. These strategies include the following:

- Developing a process for sharing student information between elementary and secondary schools, subject to rules relating to privacy and disclosure;

- Creating student profiles that highlight each student's strengths and interests, as well as the student's learning, social, and emotional needs;
- Providing assistance during orientation and other pre-entry activities;
- Providing individualized timetabling and putting in place appropriate support strategies and interventions, based on student strengths and needs, that will be sustained beyond the orientation period;
- Identifying advocates and mentors for students requiring additional support;
- Ensuring ongoing tracking and monitoring of student progress by the Student Success team.

Beyond the requirements outlined in policy, the Student Success Team can also support a smooth transition between elementary and secondary school by:

- Providing opportunities for Grade 8 students to visit the high school in order to explore the building, interact with high school students, engage in curricular and extra-curricular activities, meet teachers, administrators, social workers;
- Planning Grade 9 Information Nights for parents/guardians and Grade 8 students (before option sheet time);
- Facilitating alternate programming such as Ready, Set, Go and summer school reach ahead opportunities
- Engaging in cross-panel professional learning designed to improve the academic transition from elementary to secondary school. (e.g. gap closing in literacy and/or mathematics);
- Sharing information about incoming Grade 9 in risk students with their teachers early in each semester.
- Meeting (in the first few weeks) with Grade 9 students who are identified as in risk to assess how they have adjusted to high school

Academic Interventions and Support

SSTs support students in accessing additional academic supports to either prevent an unsuccessful outcome or to regain the credit after an unsuccessful outcome. This could include connecting students with lunch time or after school academic support or accessing credit rescue or credit recovery opportunities.

Learning Opportunities

Varied learning opportunities have been developed in the hopes that they might significantly change a student's attitude toward school and create a positive school experience.

Dual Credits

Students have the opportunity to earn credits that count towards their high school diploma and college diploma or apprenticeship certification.

Cooperative Education

A flexible program that combines classroom and workplace learning.

Ontario Youth Apprenticeship Program (OYAP)

By participating in OYAP students gain on-the-job training and experience in an apprenticeship in a skilled trade while earning credits towards the Ontario Secondary School Diploma (OSSD). Students accumulate workplace hours that count towards both secondary school co-op credits and the requirements of an apprenticeship program.

School-Within-a-College (SWAC)

Secondary school courses are taught by secondary school teachers, and college dual credit courses are taught by college professors or instructors, within a collaborative learning community on a college campus.

Specialist High Skills Major (SHSM)

Bundles of 8-10 credits that allow students to focus their learning on a specific economic sector while getting their high school diploma.

Supervised Alternative Learning (SAL)

Intended to be used for a very small segment of the student population, when other measures to help a young person remain in school are not effective. A period of time away from regular school attendance can help a young person resolve an issue so that he or she can return to school later.

To promote success in school and in life, it is essential for our schools to provide opportunities and support for all students to plan their individual pathways through school in order for each to make a successful transition to his or her initial post secondary destination.

RECOMMENDATION:

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

2017-18
Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
February 20, 2018	7:00 pm	Committee of the Whole	
February 26, 2018	7:00 pm	Regional Parent Involvement Committee	
February 27, 2018	7:00 pm	Board Meeting	
February 28, 2018	9:00 am	SAL Committee Mtg. (HT)	
March 1, 2018	9:00 am	SAL Committee Mtg. (SJC)	
March 1, 2018	1:00 pm	SAL Committee Mtg. (ACS)	
March 7, 2018	3:00 pm	Executive Council Meeting	
<i>March 12-16, 2018</i>		<i>MARCH BREAK</i>	
March 19, 2018	1:00 pm	Catholic Education Advisory Committee	
March 20, 2018	10:00 am	SEAC Meeting	
March 20, 2018	7:00 pm	Committee of the Whole	
March 27, 2018	9:00 am	Mental Health Steering Committee	
March 27, 2018	7:00 pm	Board Meeting	
April 4, 2018	9:00 am	SAL Committee Mtg. (HT)	
April 5, 2018	9:00 am	SAL Committee Mtg. (SJC)	
April 5, 2018	1:00 pm	SAL Committee Mtg. (ACS)	
April 11, 2018	9:00 am	Council of Catholic Service Organizations	
April 11, 2018	3:00 pm	Executive Council Meeting	
April 17, 2018	10:00 am	SEAC Meeting	
April 17, 2018	7:00 pm	Committee of the Whole	
April 17, 2018	7:00 pm	Board Meeting	
April 18, 2018	4:00 pm	Budget Committee	
April 26-28, 2018		OCSTA AGM & Conference	
May 2, 2018	9:00 am	SAL Committee Mtg. (HT)	
May 3, 2018	9:00 am	SAL Committee Mtg. (SJC)	
May 3, 2018	1:00 pm	SAL Committee Mtg. (ACS)	
<i>May 6-11, 2018</i>		<i>CATHOLIC EDUCATION WEEK</i>	
May 7, 2018	5:00 pm	Catholic Student Leadership Awards (SJC)	
May 8, 2018	2:00 pm	Budget Committee	
May 9, 2018	3:00 pm	Executive Council Meeting	
May 14, 2018	1:00 pm	Catholic Education Advisory Committee	
May 14, 2018	7:00 pm	Regional Parent Involvement Committee	
May 15, 2018	7:00 pm	Committee of the Whole	
May 22, 2018	9:00 am	STSBHN Governance Meeting	
May 22, 2018	10:00 am	SEAC Meeting	
May 22, 2018	7:00 pm	Board Meeting	
June 5, 2018	4:00 pm	Budget Committee	
June 7-9, 2018		CCSTA AGM & Convention	
June 7, 2018	9:00 am	SAL Committee Mtg. (SJC)	
June 7, 2018	1:00 pm	SAL Committee Mtg. (ACS)	
June 13, 2018	9:00 am	Mental Health Steering Committee	
June 13, 2018	9:00 am	SAL Committee Mtg. (HT)	
June 13, 2018	3:00 pm	Executive Council Meeting	
June 13, 2018	4:30 pm	Audit Committee	
June 19, 2018	10:00 am	SEAC Meeting	
June 19, 2018	7:00 pm	Committee of the Whole	
June 26, 2018	7:00 pm	Board Meeting	
June 29, 2018	4:45 pm 6:30 pm 7:00 pm	Assumption College Graduation Holy Trinity Graduation St. John's Graduation	

Meetings scheduled at the Call of the Chair: Accommodations Committee, Audit Committee, Budget Committee, Communications and Information Technology Advisory Committee, Legal Expenses Review Committee, Mental Health Leadership Steering Committee, Policy Committee.