



BRANT HALDIMAND NORFOLK Catholic District School Board

Agenda

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

Committee of the Whole Tuesday, June 23, 2026 ♦ 5:30 pm Boardroom

Trustees:

Carol Luciani (Chair), Bill Chopp (Vice-Chair), Dennis Blake, Dan Dignard, Toni Poirier
Rick Petrella (on-leave), Mulan How (Student Trustee), Riley O'Brien (Student Trustee)

Senior Administration:

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer),
John Della Fortuna, Kevin Greco, Michael Lawlor, Phil Wilson (Superintendents of Education)

1. Opening Business

1.1 Land Acknowledgement

We acknowledge that the land upon which we gather is the traditional territory of the Haudenosaunee and Anishinaabe Nations. We recognize that the Brant Haldimand Norfolk Catholic District School Board and its schools have many ties to Six Nations of the Grand Rivier and Mississaugas of the Credit First Nations, situated on the traditional land of the Haudenosaunee and Anishinaabe, within the Two Row Wampum and the One Dish One Spoon Treaty areas. As a Catholic learning community and as Treaty People ourselves, we strive to build the Kingdom of God; where all people are treated with respect and dignity as we move forward, as allies towards truth and reconciliation.

1.2 Opening Prayer

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

1.3 Attendance

1.4 Approval of the Agenda

Pages 1-3

1.5 Declaration of Interest

1.6 Approval of Committee of the Whole Minutes – May 26, 2026

Pages 4-8

1.7 Business Arising from the Minutes

2. Presentations

2.1 BHNCD SB 25 Years of Service Recognition

3. Delegations

3.1 City of Brantford Attendance Boundary Review Concern Presenter: Kristina Durka

4. Consent Agenda

4.1 Unapproved Minutes of the Regional Catholic Parent Involvement Committee -May 11, 2026

Pages 9-10

4.2 Unapproved Minutes of the Budget Committee -May 11, 2026

Pages 11-12



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- 4.3** Unapproved Minutes of the Special Education Advisory Committee - May 19, 2026 Pages 13-15
- 4.4** Unapproved Minutes of the Policy Committee Meeting - May 19, 2026 Pages 16-18
- 4.5** Unapproved Minutes of the Accessibility Committee Meeting - May 26, 2026 Pages 19-21
- 4.6** Unapproved Minutes of the Faith Advisory Committee - June 9, 2026 Pages 22-24
- 5. Committee and Staff Reports**
- 5.1** Unapproved minutes and recommendations from the Policy Committee Meeting - June 16, 2026 Pages 25-36
- Attendance Support Program Policy #300.47
- 5.2** City of Brantford Elementary School Attendance Boundary Review Presenter: Rajini Nelson, Superintendent of Business & Treasurer Pages 37-49
- 5.3** Trustee and Senior Team Expenses Q3 Presenter: Rajini Nelson, Superintendent of Business & Treasurer Pages 50-51
- 5.4** Student Achievement Team Annual Report 2024/2025 Presenter: Phil Wilson, Superintendent of Education Pages 52-54
- 6. Information & Correspondence**
- 6.1** New School Build Updates
- 6.2** Pastoral Theme
- 6.3** Letter regarding City of Brantford Attendance Boundary Review
- 7. 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.
- 8. Report on the In-Camera Session**
- 9. Future Meetings and Events** Page 55



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10. 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***

11. Adjournment

Next meeting: Tuesday, September 22, 2026, 4:30 p.m. – Boardroom



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

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

**Committee of the Whole
Tuesday, May 26, 2026 ♦ 4:30 pm
Boardroom**

Trustees:

Carol Luciani (Chair), Bill Chopp (Vice Chair), Dennis Blake, Dan Dignard, Toni Poirier
Rick Petrella (on-leave) Mulan How (Student Trustee), Riley O'Brien (Student Trustee)

Senior Administration:

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer)
John Della Fortuna, Kevin Greco, Michael Lawlor, Phil Wilson (Superintendents of Education)

1. Opening Business

1.1 Land Acknowledgement

The meeting was opened with a land acknowledgement by Student Trustee, Riley O'Brien.

1.2 Opening Prayer

The meeting was opened with prayer led by Trustee Blake.

1.3 Attendance

Attendance was as noted above.

1.4 Approval of the Agenda

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the May 26, 2026, meeting.

Carried

1.5 Declaration of Interest – Nil

1.6 Approval of Committee of the Whole Meeting Minutes – April 28, 2026

Moved by: Bill Chopp

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the April 28, 2026, meeting.

Carried

1.7 Business from the Minutes - Nil

2. Presentations – Nil

3. Delegations- Nil



4. Consent Agenda

4.1 Unapproved Minutes from the Regional Catholic Parent Involvement Committee Meeting – March 30, 2026

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Regional Catholic Parent Involvement Committee Meeting of March 30, 2026.

Carried

4.2 Unapproved Minutes from the Faith Advisory Committee – April 16, 2026

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Faith Advisory Committee Meeting of April 16, 2026.

Carried

4.3 Unapproved Minutes from the Special Education Advisory Committee – April 21, 2026

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Special Education Advisory Committee Meeting of April 21, 2026.

Carried

5. Committee and Staff Reports

5.1 Student Trustee Election Results

Superintendent Lawlor presented the 2026/2027 Student Trustee Election results. The criteria for a student trustee was noted, along with the election process. The Brant Haldimand Norfolk Catholic District School Board (BHNCD SB) elected its two Student Trustees, Jenna Ogwu and (Pip) Joshua Ocampo, for the 2026-2027 school year on May 5, 2026. Jenna and Joshua are high achieving students who have demonstrated great leadership at the system and school level. Jenna, a Grade 11 student at Assumption College School, is a current Student Senator and has been a member of her secondary school's Student Council since Grade 9. Joshua, a Grade 10 student at Assumption College School is an engaging leader who currently serves on the BHNCD SB Student Senate and has been a member of his school's Student Council for two years.

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole refers the Student Trustee 2026-2027 Election Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.2 Artificial Intelligence in Teaching, Learning and Operations Report

Superintendent Della Fortuna and Superintendent Wilson presented the Artificial Intelligence in Teaching, Learning and Operations Report. The Board has developed and shared both the AI Guidelines – Corporate and the AI Guidelines – For Educators to support the responsible implementation of Artificial Intelligence across the system. These documents provide direction regarding the ethical and appropriate use of AI, protection of student privacy, cyber safety and



cyber security, academic integrity, and the professional use of AI tools, while also ensuring alignment with Ministry of Education expectations. The guidelines are intended to support both operational and instructional applications of AI and ensure that the Board's approach remains grounded in Catholic values, responsible digital citizenship, and a continued commitment to student well-being.

Discussion was had around digital literacy and the importance of teaching students how to operate in the world they live in, as well as career planning and the implications of AI on future employment opportunities. A question was asked if the AI guidelines should be a policy. It was noted that a policy was considered, however the board undertook the stance of using guidelines as a policy would be out of date upon issue, given how quickly AI is changing. Staff noted that the Board remains committed to ensuring Artificial Intelligence is used in ways that enhance learning, support staff, and reflect the values and mission of Catholic education.

Moved by: Toni Poirier

Seconded by: Dennis Blake

THAT the Committee of the Whole refers the Artificial Intelligence in Teaching, Learning and Operations report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.3 Brantford Secondary School Attendance Boundary Review

Superintendent Nelson presented the Brantford Secondary School Attendance Boundary Review. Over the past decade, the BHNCDSB has experienced significant population growth across both elementary and secondary panels, particularly within and surrounding the City of Brantford. As a result, secondary schools within the Board are experiencing increasing enrolment pressures and imbalances. To address these accommodation challenges, the Ministry of Education approved funding for the construction of the new Catholic Secondary School (St. Padre Pio), located in northern Brantford on Powerline Road. The primary purpose of the Secondary Board-Wide Attendance Boundary Review was to establish attendance boundaries for the new Catholic secondary school and rebalance enrolment across the Board's secondary system to enhance the efficient use of existing facilities, reduce reliance on portable classrooms and support long-term sustainability across the Board. In accordance with OPS 400.24. AP – Attendance Boundary Reviews, an Attendance Boundary Review Committee (ABRC) was established. The committee included administrative and parent representatives from affected schools. The committee mandates, committee meeting dates and public open-house consultation process were noted in addition to the public engagement feedback. At its February 23, 2026, meeting, the ABRC reached consensus recommending Option B on a boundary adjustment for secondary feeder school alignment based on the balancing of enrollment and public consultation and concerns. Figure 2 and Figure 3 in the report represent the final recommendation from the Attendance Boundary Review Committee.

Concerns were noted regarding the Caledonia students drive time. It was noted that the distance is further, however the bus travel time will likely be shorter for many because of the route. Express busses were also noted as a possibility to reduce the time on the bus for Caledonia students. A question was posed inquiring if staff will consider providing a late bus to bring students home from after school events in Brantford to Caledonia which was confirmed that after school transportation will be the same at the new Catholic secondary school as it is at the other high schools. Another question was posed regarding the projected enrollment. It was noted that the new Catholic Secondary School is scheduled to open as a grade 9 & 10 school only in the 2027/2028 school year and when the school is up and running as a grade 9-12 secondary school in 2029/2030, both Assumption College School and the new Brantford Catholic Secondary



School are anticipated to have a student population of approximately 1100 to 1300 students each.

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the amended Board-Wide Secondary school attendance boundaries, as outlined in Figure 2 and Figure 3, effective September 2027.

Carried

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT legacy provisions be implemented to permit currently enrolled Grade 9 and 10 students (2025–26 school year) at affected schools to remain at their existing school through to Grade 12, including those that reside within the identified areas subject to transportation eligibility changes.

Carried

6. Information and Correspondence

6.1 New School Build Updates

Superintendent Nelson provided an update on the new Catholic high school. Construction is continuing as planned and a PowerPoint presentation with photos from the construction site highlighting the progress was shared.

6.2 Catholic Education Week Update

Superintendent Lawlor provided a photo show of the highlights from Catholic Education Week including the Catholic Student Leadership awards that were presided over by Bishop Fabbro from the Diocese of London, the Celebration of the Arts held at the Sanderson Centre, and the school visit by Bishop Dabrowski, of the Diocese of Hamilton.

6.3 Update on Recent Cyber Simulation Results

Chief Information Officer, Norm Cicci, provided an update on the steps that the board is taking to be better at preventing cyber-attacks. Data was provided to the board regarding the risks to the organization from cyber-attacks which come in the form of phishing scams. Highlights of the multiple ways that the board is protecting itself from cyber-attacks were noted including mandatory annual training for staff and multiple cyber-attack simulations.

7. Business In-Camera

Moved by: Bill Chopp

Seconded by: Dennis Blake

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

Carried

8. Report on the In-Camera Session

Moved by: Toni Poirier

Seconded by: Bill Chopp

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

Carried

9. Future Meetings and Events



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Chair Luciani drew attention to the upcoming meetings and events.

10. Closing Prayer

The closing prayer was led by Chair Luciani.

11. Adjournment

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the May 26, 2026, meeting.

Carried

Next meeting: Tuesday, June 23, 2026, 4:30 p.m. – Boardroom



REGIONAL CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING

Monday, May 11th, 2026 – 6:00 pm

Virtual - Microsoft Teams

Members: Michael Lawlor (Superintendent of Education), Joe Persia (Elementary Principal), Mary Bradford (Secondary Vice Principal) Carol Luciani (Chair of the Board), Sarah Lebel (Parent Chairperson), Sadeki Simpson ((Vice-Chairperson), Dianne Wdowczyk (Non-Teaching Rep), Jeff Bender (Secondary Teacher Representative), Diana Sordo (Elementary Teacher Representative)

Guest: Whitney MacKinlay and Katrina Guay

1. Land Acknowledgement

- Joe Persia, Elementary Principal delivered the land acknowledgement.

2. Opening Prayer

- Superintendent Michael Lawlor led with prayer and reflection.

3. Welcome and Opening Comments

- Superintendent Michael Lawlor welcomed all parents and guests.

4. Greetings from Chairperson of the Board

- Carol Luciani, Chair of the Board, was unable to attend.

5. System Updates

- Superintendent Michael Lawlor provided updates on recent board activities, including remaining PA days, June 5th for Elementary Schools only and June 26th for both Elementary and Secondary, last day of school. Recognized the upcoming Catholic Education Week and Mental Health Week. Also, upcoming EQAO testing for Grades 3, 6, and 9. The rollout of Copilot for secondary students.

6. Artificial Intelligence Context Overview

- Joe Persia, Elementary Principal, and Keri Calvesbert, Religion Consultant, highlighted the Boards 25-page AI guideline document for educators.
- The spoke about the April 17th, 2026, PA Day and the focus was on AI foundations, Copilot demonstrations and the rollout for Grade 9-12 on May 15, 2026.



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- Mary Bradford, Secondary Vice Principal, welcomed and thanked the two keynote speakers Whitney MacKinlay and Katrina Gua and gave background information on their work before introducing them to the attendees.

7. Keynote Speakers – Whitney MacKinlay & Katrina Guay

- Whitney MacKinlay and Katrina Guay provided an overview of artificial intelligence in education, focusing on building understanding, awareness, and responsible use among students, educators, and families.
- They explained that AI, particularly generative AI tools such as Microsoft Copilot, can support learning by helping with tasks like writing, reading comprehension, organization, and personalized instruction. They emphasized that AI should be used as a support tool to help with learning, not replace critical thinking or the learning process itself.
- They spoke about the risks of using AI, such as; Privacy and data protection, misinformation and inaccuracies (“AI hallucinations”), Academic integrity concerns.
- They recommended using AI with your children rather than independently, engaging in conversations about proper use and encouraging critical thinking and verifying information

8. Closing Remarks/Adjournment

- Superintendent Michael Lawlor thanked Whitney and Katrina for presenting at the RCPIC meeting and thanked all members, and guests for joining and participating in the RCPIC meetings through the 2025-2026 school year.
- Meeting ended at 7:45pm



Budget Committee
Tuesday, May 12, 2026 – 1:00 p.m.
Boardroom / Microsoft Teams

Present:

Dennis Blake (Chair), Carol Luciani (Trustee), Toni Poirier (Trustee), Dan Dignard (Trustee)
Mike McDonald (Director of Education & Secretary)
Rajini Nelson (Superintendent of Business & Treasurer)
Rajbir Badh (Manager of Budgets & Finance)
John Della Fortuna, Kevin Greco, Wilson (Superintendent of Education)
Rajbir Badh (Manager of Budgets & Finance)
Katherine Reddicliffe (Recording Secretary)

1. Opening Business

1.1 Land Acknowledgment

Superintendent Greco led us with land acknowledgement.

1.2 Opening Prayer

Trustee Blake led the meeting with an opening prayer.

1.3 Attendance

Attendance was noted as above.

1.4 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Budget Committee approves the Agenda of May 12, 2026.

Carried

1.5 Declaration of Interest:

Trustees Dan Dignard and Toni Poirier declared a conflict of interest due to familial conflicts. They did not participate in the discussion or vote on the matter.

1.6 Approval of the Minutes of February 12, 2026

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Budget Committee approves the Minutes of February 12, 2026.

Carried

1.7 Business Arising from the Minutes: Nil

2. Information Items – Nil



3. Business of the In-Camera Session:

Moved by: Carol Luciani

Seconded by: Dennis Blake

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

4. Report on the In-Camera Session:

Moved by: Dennis Blake

Seconded by: Carol Luciani

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

5. Future Meetings

Chair Blake noted that the next Budget Committee Meeting will take place in the month of June.

6. Adjournment

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of May 12, 2026.

Carried

Next Meeting: June 2026



**SPECIAL EDUCATION ADVISORY COMMITTEE
Tuesday, May 19, 2026 – 1:00 pm
Catholic Education Centre or Microsoft Teams**

Members: Dennis Blake (Trustee), Melanie Caldwell (Contact Brant), Michelle Drake (Crossing All Bridges), Kerri Lomax (Principal, Elementary), Shannon Korber (Child and Family Services of Grand Erie), Judy McCaffrey (Lansdowne Children’s Centre), Lauren Moulton (Woodview Mental Health and Autism Services),

Regrets: Simon Jennions (Community Living Brant), Patti Mitchell (Parent, County of Brant), Marilyn Noi (Autism Ontario), Jennifer Rudyk (Principal, Elementary), Tammy West (Haldimand Norfolk REACH)

Resources: Sandra DeDominicis (Vice-Principal of Inclusive and Special Education) and Phil Wilson (Superintendent of Education)

Guests: Rosanna Jaegar-Petrella (Department Head), Melissa Lancaster (Leadership Teacher), and 2 Leadership students

1. Welcome and Opening Remarks

Lauren Moulton welcomed the committee.

2. Land Acknowledgement

Superintendent Wilson read the board’s land acknowledgement.

3. Opening Prayer

Sandra DeDominicis shared an opening prayer.

4. Approval of Agenda

Moved by: Shannon Korber

Seconded by: Dennis Blake

THAT the Special Education Advisory Committee approves the agenda of the May 19, 2026, meeting.

Carried

5. Approval of the Minutes

Moved by: Dennis Blake

Seconded by: Melanie Caldwell

THAT the Special Education Advisory Committee approves the minutes of the April 21, 2026, meeting.

Carried

6. Correspondence – Nil

7. Special Education Prom

Assumption College School shared highlights from the Once Upon a Prom event held on April 24, 2026. The “Tri Spring Fling” was organized through the Leadership class with the goal of bringing students from all three high schools together in a fully inclusive, barrier-free event. The initiative focused on ensuring all students had access to everything needed to participate, regardless of financial circumstances, while fostering relationships between Leadership and Special Education students and inspiring similar community initiatives.

Students began planning the event in class by forming groups responsible for various components, including themes, decorations, and logistics for both indoor and outdoor spaces. The chosen theme for the event was The Castle. A large community dress drive resulted in the collection of more than 200 dresses, along with donations of shoes and jewellery. Media coverage from CTV News and Rogers Communications helped generate significant community support and awareness. Overall, the initiative raised more than \$5,500 in cash and material donations, including sponsorship of a photo booth.

The event was collaborative and cross-curricular, involving Culinary, Special Education, Construction, Physical Education, Art, Cosmetology, Educational Assistants, and Leadership students. Attendance included approximately 75 students and 36 parents/respite workers. The presentation emphasized that the event successfully created joy, friendship, fun, inclusivity, community, strength, and happiness, while providing a memorable evening for all involved.

8. Community Agency Updates

Melanie Caldwell

Contact Brant shared several updates, including a refresh of its social media presence to support a shift toward highlighting real people and real family experiences within the community. In April, Contact Brant participated in the Brant Community Healthcare System update regarding the new hospital serving Brantford and Brant County. Staff also participated in the Riverside Hub community engagement event focused on redesigning the new hub space. In addition, Welcome to Kindergarten events were held in partnership with the local school boards.

Shannon Korber

Child and Family Services of Grand Erie updated that the recognition of Child and Youth in Care Day is on May 14, 2026, and an upcoming all-staff recognition event scheduled for June 10, 2026. The organization is also currently seeking an Executive Director. In addition, it was shared that, through Shannon’s role, support has been provided to 229 youth attending 102 schools across 17 different school boards.

Michelle Drake

Crossing All Bridges updated that it’s summer camp program has officially launched for individuals aged 14 and older. The organization also offers a leisure camp designed to support individuals with mobility needs and other exceptionalities.

Kerri Lomax

Brant Haldimand Norfolk Catholic District School Board (BHNCDSB) schools provided updates regarding ongoing transition planning activities, including Welcome to Kindergarten events,

entry planning and school visits, and Grade 8 transition preparation for students moving to secondary school. Schools also shared updates related to the Ready, Set, Go program and noted a significant increase in the complexity of student needs being observed across the system.

Lauren Moulton

Woodview Mental Health and Autism Services shared updates regarding a new outdoor space currently being developed to support youth through a natural gathering and sensory-focused environment. Construction is expected to continue for approximately two to three weeks and will include six garden beds as part of the space. The organization also continues to offer cooking groups and participate in community initiatives and events. In addition, the Brantford Ducks for Duckfest event is scheduled to begin June 1, 2026, with the Duckfest event taking place July 11-12, 2026, in Brantford.

Judy McCaffrey

Lansdowne Children's Centre updated that the Rotary Classic Run is scheduled to take place on June 7, 2026.

9. Vice-Principal of Inclusive and Special Education and the Superintendent of Education

The Special Education Department provided several updates, including that Spectrum Abilities students have now been selected and a comprehensive transition plan has been developed to support students entering the program. Two current Special Education Resource Teachers will become the lead educators for the program. Readtopia professional development wrapped up on May 23, 2026, and Bridges Canada has requested permission to use BHNCDSD's implementation model and videos to support professional development with other boards. Approximately \$280,000 in sensory space funding was approved for schools across the system.

The Special Education team has finalized Educational Assistant allocation numbers for next year, and Educational Assistants recently received Preference of Placement Forms. A Community of Practice (COP) meeting was also held in May covering several Special Education initiatives and supports. The department continues to explore additional companies to support Crisis Intervention training opportunities.

Special Education staff also attended the Ontario Council of Administrators of Special Education Spring Symposium. It was shared that Glenn Thistle will be retiring at the end of the 2025–2026 school year, with Taryn O'Neill appointed to the consultant role beginning in the fall.

10. Closing Remarks/Adjournment

Lauren Moulton thanked everyone. The meeting adjourned at 2:08 p.m. The next meeting will be held on Tuesday, June 16, 2026.



**Policy Committee Meeting
Tuesday May 19, 2026 ♦ 3:00 p.m.
Board Room/ Microsoft Teams**

Trustees:

Dan Dignard (Chair), Dennis Blake, Bill Chopp, Carol Luciani, Toni Poirier

Regrets: Rick Petrella (on leave)

Senior Administration:

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer)
John Della Fortuna, Kevin Greco, Michael Lawlor, Phil Wilson (Superintendents of Education)

Regrets:

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Dan Dignard

1.2 Attendance

Attendance was noted as above.

1.3 Approval of the Agenda

A request was made to add the board by-laws be added to the agenda for discussion purposes.

Moved by: Toni Poirier

Seconded by: Dennis Blake

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the May 19, 2026, meeting as amended.

Carried

1.4 Approval of Minutes from the Policy Committee Meeting – April 21, 2026

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the April 21, 2026, meeting.

Carried

1.5 Business Arising from the Minutes – Nil

2. Committee and Staff Reports - Nil

3. At the Call of the Chair Discussion Items

Trustee Dan Dignard, Chair of the Policy Committee, called for the following items to be brought to the policy committee for discussion.

3.1 Succession Planning

Trustees discussed the need for clarity regarding their role in senior team hiring and succession planning.



It was noted that current practices remain within policy but differ from past approaches, with concerns raised about communication to all trustees.

Staff participation on interview panels was identified as providing valuable input.

Trustees reaffirmed their governance role in reviewing and approving final recommendations, with a report to be presented to the Board.

Policy review remains under Board authority, and future Ministry direction may impact processes.

Differing perspectives were noted.

3.2 Staff Code of Conduct

Trustees discussed concerns regarding alignment between staff practices and the Board's values.

It was confirmed that staff conduct is guided by multiple existing policies and procedures, with processes in place to address concerns in accordance with legal requirements.

School and system leaders are expected to uphold a high standard of professional conduct.

Matters related to individual participation in church activities fall outside the Board's authority and are addressed at the parish level.

Trustees emphasized the importance of accountability, compassion, and maintaining alignment with Board values.

Consideration was given to consolidating existing policies into a single code of conduct; further discussion may be required.

3.3 Dress Code

Trustees discussed adherence to staff dress code expectations.

It was confirmed that existing policy outlines appropriate attire and is addressed at the school level through professional conversations.

Concerns were noted regarding consistency and challenges.

Reminders may be issued, with expectations varying for specific activities.

Trustees emphasized the need for consistent application with appropriate discretion.

3.4 Out of Province Professional Development for Trustees

It was noted that the Ministry has recently released information on this matter. Further direction is anticipated, and outstanding questions will be addressed upon release of the forthcoming PPM or report.

3.5 Defining Trustee Decision Making Process

It was noted that maintaining a cooperative approach and limiting significant changes during this period is advisable.



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Forthcoming Ministry direction is expected to further define governance and operational roles, which may impact current practices.

Trustees reaffirmed key governance responsibilities, including hiring the Director of Education and approving recommendations.

Current processes will remain in place until further provincial guidance is received.

3.6 Bylaws

It was noted that revisions to Board bylaws and related policies will be required as new legislation, regulations, and PPMs are released.

It was indicated that these updates may occur in phases, with some guidance anticipated in the near term and additional directions to follow.

4. Adjournment

Moved by: Carol Luciani

Seconded by: Toni Poirier

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board adjourns the May 19, 2026, Policy committee meeting.

Carried.

Next meeting: June 16, 2026, 3:00pm – Boardroom



**Accessibility Steering Committee
Tuesday, May 26, 2026 – 1:00p.m.
Via Microsoft Teams**

Present: Rajini Nelson (Chair), Toni Poirier (Trustee), Carlee Webb, Dave Buist, Gianni Silvestri, Jared Boughner, Kevin McQuaid, Lisa Whelan, Mirona Dragicevic, Nicole Swayze, Philip Kuckyt, Rachel Moreau, Steven Docherty, Tom Krukowski
Katherine Reddicliffe (Recording Secretary),

Regrets: Amy Pimentel, April Taylor, Carlo Fortino, Darren Duff, Humberto Cacilhas, Morlaye Camara, Rita Raposo, Sandra DeDominicis

1. Opening Business

1.1 Land Acknowledgement

The meeting was opened with a Land Acknowledgement led by Kevin McQuaid.

1.2 Opening Prayer

The meeting opening prayer was led by Kevin McQuaid.

1.3 Attendance

Informal roundtable committee introductions were made, their role on this committee and past responsibilities.

1.4 Approval of the Agenda of May 26, 2026

Moved by: Phil Kuckyt

Seconded by: Tom Krukowski

THAT the Accessibility Steering Committee approves the Agenda of May 26, 2026.

Carried

1.5 Approval of the Minutes – February 26, 2026

Moved by: Carlee Webb

Seconded by: Phil Kuckyt

THAT the Accessibility Steering Committee approves the Minutes of February 26, 2026.

Carried

1.6 Additions to Agenda – NIL

2. Standing Items

2.1 Website Feedback

It was noted that substantial changes to the website are forthcoming. Based on this, a recommendation was made to pause further work on related items until the autumn to allow for alignment with the updated platform.

Discussion regarding accessibility-related website content was deferred. It was agreed that this item will be revisited at a future meeting, coinciding with the start of the new school year and the implementation of the revised website model.



2.2 Facility Departments

An update was provided regarding an upcoming logo refresh, which will be implemented system-wide beginning in September. The updated branding will extend to signage and be incorporated across all materials and platforms.

It was noted that a third-party vendor has been engaged to support the development and rollout of the new design. Recent projects, including examples such as Pope Francis, were also completed using the same vendor, demonstrating consistency in approach.

The committee requested that additional information be brought forward at a future meeting outlining how the new logo and design elements meet accessibility standards. This will support the committee in understanding compliance considerations and ensuring alignment with accessibility requirements.

A recommendation was made to defer further discussion on this item until September to align with the official rollout timeline. It was noted that the group will proceed based on committee direction, with an opportunity to revisit and review materials at that time. This was also identified as a valuable learning opportunity for the committee.

Clarification was sought regarding terminology used in facilities-related documentation. Specifically, it was confirmed that references to elevators will also include lifts. Facilities staff will ensure that all applicable equipment is captured consistently moving forward.

3. Committee Updates

The potential inclusion of Procurement representation on the committee was discussed. It was suggested that a representative be invited to provide input and feedback on procurement-related considerations.

4. Other Business

The purpose of the committee meetings was reaffirmed. The committee is responsible for identifying and addressing accessibility barriers, including:

- Physical barriers
- Architectural barriers
- Communication barriers
- Attitudinal barriers
- Information technology barriers

Members are expected to actively identify any such barriers within their areas and bring them forward to the committee for discussion and resolution.

Members were asked to review the materials in detail. It was agreed that the documents will be circulated in Word format through the Teams channel to allow for collective markup and feedback. It was noted that the ongoing policy review supports this mandate by ensuring that all relevant categories are addressed and that no gaps exist. This review process aligns with the overall mandate of the committee.



Clarification was sought regarding whether individual requests or concerns can be brought forward for consideration. It was confirmed that items may be raised and reviewed from a Facilities perspective, as appropriate.

5. Future Meetings

- Tuesday, June 23, 2026 at 1:00 p.m.

6. Adjournment

Moved by: Tom Krukowski

Seconded by: Phil Kuckyt

THAT the Accessibility Steering Committee adjourns the meeting of May 26, 2026.

Carried

Next Meeting: Tuesday, June 23, 2026 – 1:00 p.m.



**Faith Advisory Committee (FAC)
Tuesday, June 9, 2026 ♦ 1:30 p.m.
Microsoft TEAMS Meeting**

Present: Dan Dignard (Trustee), Heather Graham, Tara Williams, Andrew Hall, Michael Lawlor (Superintendent of Education), Keri Calvesbert, Carole Allen (FACE), Fr. Augustine Ogundele

Regrets: Carol Luciani (Chair of the Board), Fr. Rudolph D’Souza, Carlo Fortino, Fr. Kevin D’Souza

1. Welcome/Introductions/Land Acknowledgement

Michael Lawlor welcomed members to the meeting and shared the Land Acknowledgement.

2. Opening Prayer

Dan Dignard opened the meeting in prayer.

3. Approval of the Minutes

The Minutes of the April 16, 2026, meeting were approved.

4. Information and Discussion Items

4.1 New Board Spiritual Theme for 2026-2027 and Faith Day Update

Keri Calvesbert shared that OCSTA announced their 2027 Catholic Education Week theme, “Catholic Education: Becoming Artisans of Peace,” rooted in the Scripture passage “Blessed are the peacemakers, for they will be called children of God” (Matthew 5:9). Keri was pleased to inform committee members that BHNCD SB has adopted this theme as the new Board Spiritual Theme for the 2026-2027 school year. The theme is supported by 5 sub-themes which will allow staff and students to explore what it means to become artisans of peace: Peace from God, Peace Within, Peace with Others, Peace in Our Communities and Peace in the World. This theme will be announced to BHNCD SB Administrators at their upcoming June AAC meeting. The theme will be launched across the district on September 3, 2026, where the morning half of the site based Professional Development Day for all staff has been designated “Faith Day.” For this day, Administrators and Management Teams will receive a facilitators guide containing the Opening Liturgy, suggested activities to help unpack the new theme, and a consolidation activity to support their schools and sites in the development of their pastoral commitment based on the new theme. The Pastoral Team is working to finalize the guide, and it will be shared with Administrator and Management Teams in mid-June. System memos about Faith Day morning will be sent out in advance of September 3, 2026.

4.2 Religion and Family Life Curriculum Updates

Keri Calvesbert noted that BHNCD SB has purchased the new Family Life Program, “Blessed & Beloved” for Grades 4, 5 and 6. The program is currently being used in Grades 1-3. Grades 4, 5 and 6 Educators will receive support for a soft launch implementation of the new program in these grades in the Fall of 2026. In Secondary, during this school year, Keri has been supporting Grade 9 Educator working groups on a monthly basis in all three high schools with a pilot implementation of the new Religious Education Program, “Growing in Faith, Growing in



Christ” for Grade 9. In September 2026, this program will be fully implemented in all our Secondary schools.

4.3 Secondary Feedback on Faith Activities

Tara Williams provided an update on behalf of Assumption College School. Tara highlighted that 13 Faith in Action Day sessions were completed with Grade 8 classes from all 10 ACS feeder schools hosted by ACS Chaplaincy and the Social Justice class. The program was well received. During Lent, the 180 Team created 157 snack bags with healthy foods for St. Vincent de Paul to give out during the March Break when children came to the food bank with their parents/families. In second semester, the 180 Team continued to volunteer weekly at St. Andrew's Soup for the Soul and the Adult Recreation Therapy Center. Students from ACS as well as SJC and HT attended the Culture of Life student symposium on Friday of Catholic Education Week and had meaningful conversations and interactions with the presenters from Hamilton Catholic Family Services on the topic of adoption and kin-care, also SOAR Community Services in Brantford on the topic of homelessness and support. The students created hygiene kits and decorated a small card to put inside each one with a message of encouragement.

Tara also provided an update on behalf of Holy Trinity Catholic High School. In addition to CEW and ongoing activities (*see list below*), Tara highlighted that the 5 Grade 12 Religion classes finished the 33-day Marian Consecration for Teens Grad Retreats. The reception overall was positive with a clear highlight being spending time in silence - 5 minutes of silence was built over the 33 days. Student feedback/responses from this experience included: “I really liked the quiet reflection time. It helped with thinking about what was being said without distraction - just me and my thoughts,” and “It made my connection with Jesus stronger. More likely to pray at home now.” Tara shared that the Holy Trinity Chapel will be open again to students and community members for Adoration during exams to pray for peace and success for all students writing exams. Finally, staff prayer breakfasts continue at Holy Trinity as a means of faith formation for staff.

Andrew Hall shared on behalf of St. John's College that in the month of May, SJC held their May Crowning Liturgies of the Word. The Senior Worship Band recorded a song at a recording studio. Campus Ministry students visited St. Andrew's Soup for the Soul and helped prepare and serve 175 meals for those in need. SJC met their goal of having 100 students lead morning prayer this school year as part of their “Path to Holiness Prayer Challenge.” SJC is holding their Liturgy of the Word on June 11th.

List of Activities submitted by HT for Minutes:

- Catholic Education Week activities: CSLA Ceremony, CEW Liturgy – included Adoration again this year as a whole school and watched a video on 2 Eucharistic Miracle accounts (with a scientific focus on the miracles), Staff Prayer Breakfast, BHNCDSB Culture of Life Retreat Day
- Worked with 2-3 Job Skills Coop students throughout the semester doing work in and around the school as well as at the St. Vincent de Paul Pantry
- Morning prayers – included a longer series in the mornings on the Litany of Humility, praying a line each day over several weeks and praying parts of the Novena in preparation for the feast of the Sacred Heart of Jesus
- Chaplaincy Leader participated in the CSCO Conference and was part of the planning team that facilitated this conference
- Chaplaincy Leader hosted weekly visits to the Community Living class weekly for games
- Chaplaincy Leader hosted weekly visit to the Job Skills class for prayer



- Closing School Mass, Athletic Banquet, Coffee House, Special Education Graduation Ceremony, Grad Liturgy and ceremony
- Ongoing Games Club daily at lunches; Music Ministry practices Thursdays at lunch; and Bible Study Mondays at Lunch

4.4 Elementary Feedback on Faith Activities

Heather Graham shared notes from Elementary schools in the district. Elementary schools focused on faith and wellness during Catholic Education Week. One school reported that during Catholic Education and Mental Health week, every class received footprints templates and decorated the footprints with a message - either to do with their faith in God or positive mental health. The footprints were hung on display during CEW in the hallways to represent the Path to Holiness. The Sacraments of First Holy Communion and Confirmation have occurred throughout the district. Elementary schools are busy preparing for their Closing Masses and Grade 8 Graduation Liturgies.

4.5 Diocesan – Deanery Updates

Fr. Augustine Ogundele reported that he is pleased with the positive relationships that have been forged between the parishes and schools. He has had meetings with Principals to plan for next year. He is looking forward to the forthcoming sessions on Synodality being offered in the district. Fr. Augustine shared about the program that has been established in the Catholic Family of Parishes in Norfolk to recognize the Catholic Student Leadership Award recipients of the schools attached to the Family of Parishes at the parish to encourage the continued witness of faith in the young people.

4.6 F.A.C.E. Updates

Carole Allen shared updates with committee members.

5. Questions/Discussions

N/A

6. Adjournment

The meeting was adjourned by Trustee Dan Dignard.

Next Meeting: *October 2026.*

**PENDING RECOMMENDATIONS FOR THE COMMITTEE
OF THE WHOLE FROM THE POLICY COMMITTEE**

June 16 ,2026

AGENDA ITEM	MOTION
5.1	THAT the Committee of the Whole refers the Attendance Support Program Policy #300.47 to the Brant Haldimand Norfolk Catholic District School Board for approval.

RECOMMENDATIONS:

THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of June 16, 2026, to the Brant Haldimand Norfolk Catholic District School Board for receipt.

THAT the Committee of the Whole refers the recommendations of the Policy Committee Meeting of June 16, 2026, to the Brant Haldimand Norfolk Catholic District School Board for approval.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD POLICY COMMITTEE

Prepared by: Kevin Greco, Superintendent of Education
Presented to: Policy Committee
Submitted on: June 16, 2026
Submitted by: Mike McDonald, Director of Education & Secretary

ATTENDANCE SUPPORT PROGRAM #300.47 Public Session

BACKGROUND INFORMATION:

The Brant Haldimand Norfolk Catholic District School Board is committed to supporting employee well-being and success as well as regular and consistent attendance at work. Consistent staff attendance is essential to ensuring stable learning environments, responsive instruction, and improved student achievement.

DEVELOPMENTS:

The proposed Attendance Support Program (ASP) reflects a proactive and supportive approach that:

- Aligns with the Board's commitment to healthy, productive, and collaborative working environments;
- Supports the Board's broader Staff Wellness and Engagement Strategy;
- Ensures compliance with key legislation including:
 - Ontario Human Rights Code
 - Employment Standards Act
 - Occupational Health and Safety Act
 - Policy/Program Memorandum 171 – Attendance Support Program

Attendance management procedures within the policy are focused on early intervention, data-informed decision-making, and a strong emphasis on employee support rather than discipline. The Attendance Support Program applies to all Board employees (excluding processes specific to casual/occasional staff as outlined in collective agreements).

The ASP is grounded in fairness, equity, transparency, clear communication and respect for confidentiality and employee dignity. The program aims to foster safe, healthy, and stable learning environments, support employee well-being and engagement, provide early intervention and access to resources while promoting a shared responsibility for regular attendance and workplace wellness.

Key Features of the Attendance Support Program:

- Focuses on non-culpable (innocent) absenteeism and support strategies.
- Structured, Data-Informed Process
 - Attendance is monitored monthly using a rolling 12-month review period.
 - Clearly defined thresholds trigger entry into the program.
 - Thresholds are regularly reviewed for relevance and fairness.

The Program has a five-level support process providing increasing levels of support:

1. Notification of concern
2. Coaching meeting
3. Formal attendance meeting
4. Comprehensive attendance review
5. Final review

RECOMMENDATION:

THAT the Policy Committee recommends that the Committee of the Whole refers the Attendance Support Program Policy #300.47 to the Brant Haldimand Norfolk Catholic District School Board for approval.



Attendance Support Program #300.47

Adopted:	June 2026
Last Reviewed/Revised:	NEW
Responsibility:	Superintendent of Education
Next Scheduled Review:	2030

POLICY STATEMENT:

The Brant Haldimand Norfolk Catholic District School Board (“the Board”) is committed to fostering healthy, productive, and collaborative working and learning environments that contribute to student and staff well-being. Consistent attendance of educators and support staff is essential to ensuring that students receive responsive and personalized instruction, which directly impacts their academic success. A stable classroom environment, supported by the regular presence of school staff, contributes to the well-being of both students and the school community.

APPLICATION AND SCOPE:

The BHNCD SB Attendance Support Program (ASP) applies to all employees of the Board. Attendance expectations for casual and occasional employees are managed separately in accordance with their employment status. Attendance Support is a crucial component of our broader, holistic Staff Wellness and Engagement Strategy that aims to ensure that employees are not only supported when facing barriers to attendance but are also encouraged to maintain their overall health and well-being.

REFERENCES:

- [Policy/Program Memorandum 171 – Attendance Support Program](#)
- [Accessibility for Ontarians with Disabilities Act](#)
- [Education Act](#)
- [Employment Standards Act](#)
- [Ontario Human Rights Code](#)
- [Occupational Health and Safety Act](#)
- [Workplace Safety and Insurance Act](#)
- [Municipal Freedom of Information and Protection of Privacy Act](#)
- BHNCD SB Collective Agreements
- BHNCD SB Policy and Administrative Procedure 300.16 – Health and Safety
- BHNCD SB Policy and Administrative Procedure 300.20 – Workplace Violence Prevention
- BHNCD SB Policy and Administrative Procedure 300.45 – Respectful Workplace
- BHNCD SB Policy and Administrative Procedure 300.01– Workplace Harassment
- BHNCD SB Policy and Administrative Procedure 300.19 – Progressive Discipline - Employees



FORMS:

- N/A

APPENDICES:

- N/A

DEFINITIONS:

Non-Culpable Absence (Innocent Absenteeism): An absence from work that is beyond an employee's control. These absences typically include the following:

- Personal illness or injury; absences arising from legitimate health reasons.
- Medical appointments.
- Dental appointments (only where applicable).
- Other legitimate health-related reasons.

Culpable Absenteeism: An unauthorized absence from work that is within the control of the employee. These absences include but are not limited to:

- lateness/tardiness;
- leaving work early without authorization and/or notification;
- absence without leave or failure to notify;
- misuse of leave (e.g., using sick leave for absences unrelated to employee illness or injury);
- unsubstantiated and unapproved absences or leaves not authorized by the employer.
- patterned absenteeism where evidence demonstrates avoidable or intentional conduct; and
- false explanation for absence.

Accommodation / Duty to Accommodate: Reasonable adjustments to duties, schedule, tools, or environment to enable safe, productive work based on functional limitations, up to undue hardship under the Ontario Human Rights Code.

Employee: All individuals who agree to work on a full or part-time basis for BHCNDSB for a specified or indeterminate period.

Medical Documentation: Information from a licensed healthcare provider confirming functional abilities/limitations, expected duration or frequency, and fitness for work; a diagnosis is not required. Documentation is used to coordinate supports, accommodation, or return-to-work planning.

Monitoring Period: The period of time in which an employee's attendance is under review.

Occurrences: Any episode of absence (leave early or absent) on consecutive day, regardless of the length, related to a specific non-occupational illness or injury.

Rolling 12 Month Calendar: A continuously updated review window used to evaluate attendance: 12-month employees are reviewed over 12 consecutive working months; 10-month employees are reviewed over 12 working months spanning approximately 14 calendar months.

Threshold: Refers to the specific level that triggers a review or intervention under the Attendance Support Program. It serves as an objective benchmark to ensure consistency, fairness, and transparency in how attendance issues are addressed.

Wellness and Abilities Department: The Board department that receives and reviews medical documentation, supports accommodation and return-to-work planning, and determines whether absences are managed within Wellness & Abilities or within the Attendance Support Program.



ADMINISTRATIVE PROCEDURES

1.0 STATEMENT OF PRINCIPLES AND OBJECTIVES

The Board's Attendance Support Program (ASP) is designed to provide a supportive, non-disciplinary approach to addressing attendance concerns. The overarching goal of the program is to enhance employee well-being and promote regular attendance.

- 1.1 The BHNCD SB Attendance Support Program is based on the following principles.
 - 1.1.1 **Commitment to Compliance:** The Board recognizes its obligations under the Ontario Human Rights Code (OHRC), the Employment Standards Act (ESA), other applicable legislation and collective agreements and terms of employment. The Board will operate in compliance with these obligations.
 - 1.1.2 **Alignment:** The BHNCD SB Attendance Support Program aligns closely with the goals and values of the Board's Multi-Year Strategic Plan.
 - 1.1.3 **Transparency and Communication:** Clear and consistent communication and messaging will help ensure that all employees understand the program's objectives, processes, and their role within it. Employees will be provided with opportunities to raise questions or concerns. Aspects of the program will be communicated openly consistently reinforcing a shared commitment to a supportive and healthy workplace.
 - 1.1.4 **Fairness and Equity:** The Attendance Support Program will be responsive to the diverse needs of all employees, ensuring that no group is disproportionately affected. The Board recognizes that each employee may have unique circumstances. All employees, regardless of their role, have access to the same resources, support systems, and opportunities for feedback.
 - 1.1.5 **Consistency:** The Board will ensure that the program is applied fairly across all groups and individuals, without bias. The expectations are clear, procedures are followed uniformly, outcomes are predictable, and the expectation of regular attendance at work applies to all employees, subject to applicable accommodation and legal obligations.
 - 1.1.6 **Confidentiality:** Exercising discretion, upholding confidentiality of employee information and respecting the privacy of all employees involved.
- 1.2 The objectives of the program are to:
 - 1.2.1 foster safe, healthy, and stable learning and working environments that ultimately support student well-being and student achievement;
 - 1.2.2 provide education, support, and resources to assist employees in maintaining regular and consistent attendance while addressing any barriers they may be facing;
 - 1.2.3 promote staff wellness and engagement where every member of our community feels supported and valued;
 - 1.2.4 assist employees in understanding that all school board employees play an important role in contributing to a supportive, positive, and healthy community;
 - 1.2.5 work together and value all voices to promote a healthy and supportive work environment; and,
 - 1.2.6 treat absences in a fair and consistent manner in compliance with applicable laws and consistent with collective agreements.

2.0 COMPONENTS OF THE ATTENDANCE SUPPORT PROGRAM

- 2.1 Attendance support is a supportive and proactive program designed to assist employees who face challenges with consistent work attendance. The program is centered around setting clear attendance thresholds, diligently recording and tracking attendance, and engaging in supportive dialogue and/or coaching with employees.
- 2.2 The ASP focuses on supporting employees with non-culpable absences by identifying and tracking absence usage, providing resources, and offering guidance to improve attendance.



- 2.3 Absences covered under approved Wellness and Abilities Management programs or supported by medical documentation for long-term recovery may be excluded from ASP thresholds, with discretion applied on a case-by-case basis.
- 2.4 While the Board's ASP focuses primarily on excessive non-culpable absenteeism, it regularly reviews all absenteeism holistically to establish the best support strategies for employees. Culpable absences are managed through alternative measures as outlined in collective agreements/terms of employment and Board policies including Board Policy Progressive Discipline - Employees # 300.19. However, if an absence initially appears to be non-culpable, it may be reviewed within the ASP until further information clarifies that it is culpable in nature.
- 2.5 Absences for pre-approved personal leaves, statutory leaves, or other authorized purposes are excluded from ASP thresholds.
- 2.6 Through consistent monitoring and data collection, the ASP enables the Board to identify employees who may benefit from further assistance, such as referrals to Wellness and Abilities Management Services, workplace accommodations, Employee Assistance Programs, or other relevant support programs. Early intervention is key, as timely support can often prevent small issues from escalating into long-term challenges.

3.0 ROLES AND RESPONSIBILITIES

3.1 Trustees

- 3.1.1 Approve policies and governance frameworks, including approving the ASP as part of broader employee well-being and operational strategies.
- 3.1.2 Ensure the program aligns with legal obligations, collective agreements, and other board policies.

3.2 Senior Administration

- 3.2.1 Oversee program design, implementation, and ongoing evaluation of the Attendance Support Program (ASP), in consultation with relevant departments and stakeholders.
- 3.2.2 Ensure employees are informed of the purpose and expectations of the ASP.
- 3.2.3 Ensure the program is administered consistently and in compliance with applicable legislation, collective agreements, and Board policy.

3.3 Principals, Vice-Principals, Managers and Supervisors

- 3.3.1 Apply the Attendance Support Program by monitoring attendance and addressing attendance concerns in a fair, consistent, and supportive manner in accordance with this policy.
- 3.3.2 Support employees by facilitating access to appropriate resources to promote regular and consistent attendance.
- 3.3.3 Ensure the accurate and timely recording and maintenance of staff attendance records.

3.4 Human Resource Services (HRS)

- 3.4.1 Provide leadership, oversight, and guidance in the administration of the ASP.
- 3.4.2 Support employees by facilitating access to appropriate resources and intervention to promote regular and consistent attendance.
- 3.4.3 Provide orientation and related information to all staff on the ASP
- 3.4.4 Support the application of the program across all departments, ensuring consistency, fairness, and avoiding bias.

3.5 Employees

- 3.5.1 Attend work regularly and on time and maintain open communication regarding any absences.
- 3.5.2 Attending personal appointments outside of regular working hours, where possible.
- 3.5.3 Ensuring all absences are reported and recorded in the reporting software as required, as per the relevant Collective Agreement or employment contract.



- 3.5.4 Indicate, in general terms, the reason for the absence (i.e., illness, bereavement, etc.).
- 3.5.5 Cooperate and participate in the ASP in accordance with Board processes, including accessing required support and resources as required.
- 3.5.6 Provide documentation when requested. Employees are not required to disclose personal diagnoses but may need to provide general documentation to support their absences.

3.6 Union/Association Representatives

- 3.6.1 Ensure that Collective Agreement provisions are understood and followed.
- 3.6.2 Foster a collaborative partnership between management and employees.
- 3.6.3 Encourage and support employees in actively participating in the program, setting attendance goals, and following recommended support measures.

4.0 ATTENDANCE SUPPORT PROCESS

- 4.1 The attendance statistics of all employees will be monitored and reviewed monthly.
- 4.2 Attendance support is a leveled approach consisting of five (5) levels designed to support employees in attending work regularly.
- 4.3 The review period for each level will be three (3) months.
- 4.4 The Program is based on a twelve (12) month rolling calendar for year-round employees and a fourteen (14) month rolling calendar for 10-month employees.
- 4.5 Each level of the process has a goal and threshold for progression to the next phase.
- 4.6 Each process allows reasonable time for the employee to access support and where reasonably possible, improve their attendance.
- 4.7 An employee will enter the Attendance Support Program when they:
 - 4.7.1 meet or exceed the identified *threshold* in the ASP Protocol within a twelve (12) month or fourteen (14) month rolling calendar period, where the absences have not been excluded from the threshold through the Wellness and Abilities Management Services.
- 4.8 Attendance thresholds are reviewed and revised regularly and may be adjusted based on current data and at the discretion of the Board.
- 4.9 Employees progress through Levels 1-5 of the Attendance Support Process when their absenteeism rate continues to meet/exceed the identified thresholds.
- 4.10 Where attendance cannot reasonably be assessed due to protected leave, medically supported absence, or accommodation assessment, monitoring under the Attendance Support Program may be temporarily suspended, consistent with human rights and employment legislation
- 4.11 If at any time in the process information is revealed to suggest that an absence(s) is culpable, absenteeism may be referred to a disciplinary process in accordance with the principle of progressive discipline.
- 4.12 **The Attendance Support Program Levels**

The employee enters the program at Level 1. If the employee cannot demonstrate improved attendance as required, they will progress to the next level. The goals, expectations, staff responsibilities, thresholds, and monitoring periods are clearly communicated at each level of the program.

A union or association representative may accompany the employee at any ASP meeting. The employee's union/association representative will be copied on notifications, including invitation meetings at Levels 3 - 5. The board will provide reasonable notice to the employee's union or association representative so they can attend the meeting.



- **Pre-Entry Communication**
 - Employees will receive a record of absences and notification that their level of absenteeism is approaching the Board's threshold for potential entry into the ASP, should additional absences occur. Communication is intended to promote awareness of attendance patterns and to offer support before any further steps are required. It is designed to foster a supportive environment in which employees feel informed and aware of available resources. Receipt of a pre-entry notification does not constitute entry into the ASP.
- **Level 1: Notification of Absenteeism Concern and Entry to the Attendance Support Program**
 - Employees will receive a record of absences and notification that their absenteeism rate meets/exceeds the Board's threshold, along with supportive information about the program, available support mechanisms, and resources to assist them in achieving regular and consistent attendance.
- **Level 2: Coaching Meeting**
 - Employees will receive a record of absences and notification that their absenteeism rate meets/exceeds the Board's threshold along with supportive information about the program, available support mechanisms, and resources to assist them in achieving regular and consistent attendance.
 - A meeting will be conducted between the employee and their immediate supervisor. The employee will be responsible for inviting their union representative, if applicable.
- **Level 3: Formal Attendance Meeting**
 - Employees will receive a record of absences and notification that their absenteeism rate meets/exceeds the Board's threshold along with supportive information. The Supervisor, Union representative (if applicable) and a representative from Human Resource Services will meet with the employee to discuss the Board's continued and heightened concern regarding the employees' record of absences and continue to provide support. The employee will be notified that continued high levels of absences in the future may lead to further action up to and including termination of employment for non-culpable (innocent) absenteeism, in accordance with applicable collective agreements and Board policy.
- **Level 4: Comprehensive Attendance Review**
 - Employees will receive a record of absences and notification that their absenteeism rate meets/exceeds the Board's threshold along with supportive information.
 - At this stage, due to the ongoing impact of absenteeism and lack of sustained improvement, a comprehensive attendance review is undertaken to assess next steps, reinforce expectations, and determine appropriate supports moving forward.
 - A formal Attendance Review Meeting will be scheduled and led by Human Resource Services. The meeting will include the employee, the principal/manager/supervisor and Union representative, if applicable.
- **Level 5: Final Review**
 - The file will be referred to the Superintendent of Human Resource Services or designate. The Superintendent or designate will complete a comprehensive review of the employee's attendance records, information, and documentation from each level of the process. The review will assess whether the employee is likely to be able to attend work regularly now and in the foreseeable future. The review may result in further action, up to and including termination of employment for non-culpable (innocent) absenteeism.



5.0 EXITING ATTENDANCE SUPPORT

An employee will exit the Attendance Support Program (ASP) when they have demonstrated improvement, and their absenteeism rate falls below the established absenteeism threshold over the twelve (12) month rolling calendar period or fourteen (14)-month rolling calendar period. An employee may also exit the Attendance Support Program where it is determined that their absences are excluded under Section 2.3, and the employee's remaining absenteeism no longer meets ASP thresholds.

6.0 RE-ENTERING ATTENDANCE SUPPORT

An employee who exits the Attendance Support Program and subsequently meets or exceeds the absenteeism threshold during the following rolling twelve (12) month or fourteen (14) month rolling calendar period will re-enter the program at one level below the level they were in immediately prior to exit, with the same thresholds and expectations applying.

7.0 MONITORING, EVALUATION AND REVIEW

- 7.1 The Board is committed to continuous Improvement. The Policy and Administrative Procedure will be regularly reviewed and updated within the Board's regular policy review cycle or sooner.
- 7.2 The review will consider program success metrics, current attendance data, changing needs, new legislation, policy and program memoranda, and staff feedback.



**Policy Committee Meeting
Tuesday June 16, 2026 ♦ 4:00 p.m.
Board Room/ Microsoft Teams**

Trustees:

Dan Dignard (Chair), Dennis Blake, Bill Chopp, Carol Luciani, Toni Poirier

Regrets: Rick Petrella (on leave)

Senior Administration:

Mike McDonald (Director of Education & Secretary), Kevin Greco (Superintendent of Education)

Regrets: Rajini Nelson (Superintendent of Business & Treasurer)

John Della Fortuna, Michael Lawlor, Phil Wilson (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Blake.

1.2 Attendance

Attendance was noted as above.

1.3 Approval of the Agenda

Moved by: Toni Poirier

Seconded by: Dennis Blake

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 16, 2026, meeting.

Carried

1.4 Approval of Minutes from the Policy Committee Meeting – May 19, 2026

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the May 17, 2026, meeting.

Carried

1.5 Business Arising from the Minutes - Nil

2. Committee and Staff Reports

2.1 Attendance Support Program #300.47

Superintendent Greco presented the new Attendance Support Program (ASP) Policy #300.47. This program is mandated by PPM 171 from the Ministry of Education. The proposed Attendance Support Program (ASP) reflects a proactive and supportive approach that aligns with the Board's commitment to healthy, productive, and collaborative working environments, supports the Board's broader Staff Wellness and Engagement Strategy, ensures compliance with key legislation. The ASP is grounded in fairness, equity, transparency, clear communication and respect for confidentiality and employee dignity. The program aims to foster safe, healthy, and stable learning environments, support employee well-being and engagement, provide early intervention and access to resources while promoting a shared responsibility for regular attendance and workplace wellness. The key features of the attendance support program focuses on non-culpable absenteeism, support strategies, and is a structured data-informed



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

process. The Program has a five-level support process providing increasing levels of support including notification of concern, coaching meeting, formal attendance meeting, comprehensive attendance review and a final review. The details regarding each level were presented, along with the role of the principal/manager in the program. Medically supported leaves of absence for an extended illness or injury would exempt someone from the program and be referred to Disability Management

Moved by: Toni Poirier

Seconded by: Dennis Blake

THAT the Policy Committee recommends that the Committee of the Whole refers the Attendance Support Program Policy #300.47 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

3.0 Adjournment

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board adjourns the June 16, 2026, Policy committee meeting.

Carried.

Next meeting: September 15, 2026, 3:00pm – Boardroom

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Rajini Nelson, Superintendent of Business and Treasurer
Presented to: Board of Trustees
Submitted on: June 23, 2026
Submitted by: Mike McDonald, Director of Education & Secretary

CITY OF BRANTFORD-WIDE ELEMENTARY SCHOOL ATTENDANCE BOUNDARY REVIEW

Public Session

BACKGROUND INFORMATION:

Over the past decade, the Brant Haldimand Norfolk Catholic District School Board (BHNCDSB) has experienced significant enrolment growth across both elementary and secondary panels, particularly within and surrounding the City of Brantford. As a result, several elementary schools within the Board are facing increasing accommodation pressures and enrolment imbalances.

To address these accommodation challenges, the Ministry of Education approved funding for a new Catholic elementary school in Southwest Brantford. The primary purpose of the elementary Brantford wide Attendance Boundary Review was to establish attendance boundaries for the new Southwest Brantford Catholic elementary school and to adjust attendance across the city in order to rebalance enrolment throughout elementary system.

The review was guided by the following objectives:

- Enhance the efficient use of existing facilities;
- Reduce reliance on portable classrooms; and
- Support long-term sustainability of the Board's elementary schools

As of October 31, 2025, Christ the King CES, Holy Cross CES, St. Basil CES, St. Gabriel CES, St. Leo CES, and St. Peter CES are operating above their on the ground capacities relying on portable classrooms to accommodate student enrolment, as shown in **Table 1**. Board projections indicate that enrolment pressures at these schools are expected to intensify over the next several years.

In contrast, Resurrection CES and St. Patrick (Brantford) CES are currently operating below capacity. Enrolment at both schools is projected to remain relatively stable over the coming years, with utilization rates continuing below their available capacities.

Current and projected enrolment pressures are summarized in Tables 1 and 2. In **Table 1**, on the ground capacity refers to the permanent pupil places available within the school building and excludes portable classrooms. The table also identifies the current number of portables in use at each site. Enrolment figures are based on October 31, 2025, data, and existing portables are assumed to remain in place throughout the projection period.

Table 1: 2025-26 Status Quo Enrolment/Utilization

2025-26 Status Quo Enrolment / Utilization				
School	OTG	Enrolment (Oct 2025)	Utilization %	# of Portables (2025)
Notre Dame (Brantford)	429	307	72%	2
Our Lady of Providence	340	285	84%	0
Resurrection	187	136	73%	0
St Patrick (Brantford)	164	143	87%	0
St. Leo	288	377	131%	6
St. Peter	167	187	112%	2
St Pius	337	302	90%	0
Christ the King	187	269	144%	4
Holy Cross	236	308	131%	3
Madonna Della Libera	466	359	77%	0
St. Basil	484	674	139%	10
St. Gabriel	389	515	132%	6
Total	3,674	3,862	105%	33

Note: Enrolment based on October 31, 2025 enrolment data. Number of portables as of September 2025.

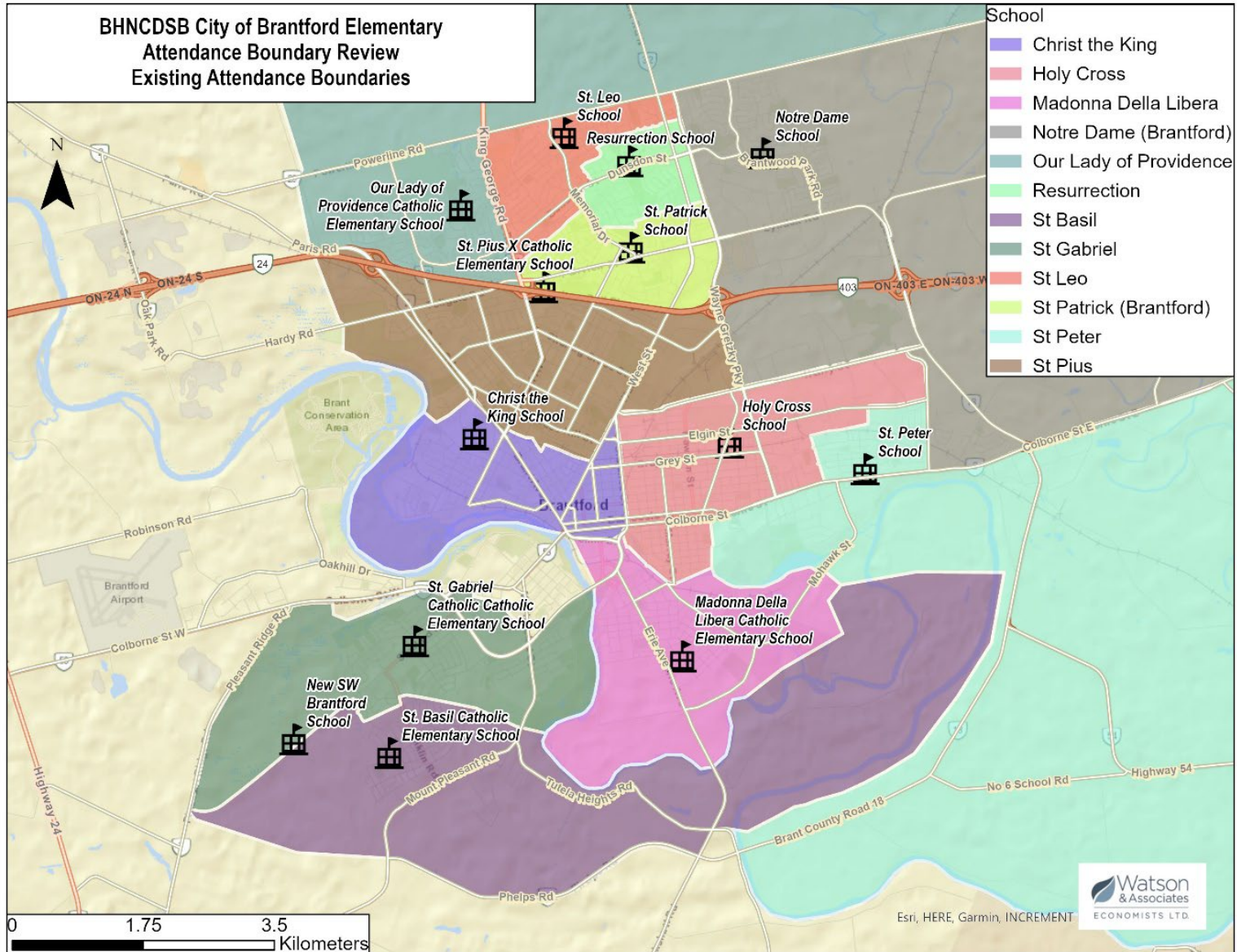
Table 2 below presents the projected enrolment for the 2028-29 school year and the corresponding portable classroom requirements assuming the new Southwest Brantford Catholic elementary school is not opened. The projections illustrate the increasing accommodation pressures that would occur across the Brantford elementary system without the additional pupil places provided by the new school.

Table 2: 2028-2029 Year of Implementation Status Quo Enrolment/Utilization

2028-29 Year of Implementation Enrolment / Utilization				
School	OTG	Projected Enrolment	Utilization %	# of Portables Needed
Notre Dame (Brantford)	429	322	75%	2
Our Lady of Providence	340	377	111%	2
Resurrection	187	125	67%	0
St Patrick (Brantford)	164	136	83%	0
St. Leo	288	414	144%	6
St. Peter	167	195	117%	2
St Pius	337	313	93%	0
Christ the King	187	284	152%	4
Holy Cross	236	334	142%	4
Madonna Della Libera	466	387	83%	0
St. Basil	484	822	170%	15
St. Gabriel	389	582	150%	8
Total	3,674	4,290	117%	43

Note: The number of portables needed is calculated by dividing the number of pupils over capacity by the loading capacity of 23, factoring in existing portables on site that are assumed to remain at that school location.

Figure 2: Existing City of Brantford Elementary Attendance Boundaries (Zoomed In)



DEVELOPMENTS:

School Attendance Boundary Review Process

In accordance with OPS 400.24.AP – Attendance Boundary Reviews, an Attendance Boundary Review Committee (ABRC) was established. The committee included administrative and parent representatives from affected schools.

The Committee mandate included:

- reviewing enrolment data and projections;
- evaluating boundary options;
- requesting modifications and additional options;
- determining preferred options for public consultation; and
- providing recommendations to Senior Administration and the Board.

The ABRC met on:

- June 23, 2025
- September 15, 2025
- October 20, 2025
- February 10, 2026

A public open-house consultation was also held on December 1st, 2025, providing community members with the opportunity to review the information presented and share their input. A comprehensive record of the review process including meeting dates, agendas, presentations, and minutes is available on the Boundary Review website.

Public Engagement Feedback

Public consultation feedback reflected strong support to:

- Maintaining the status quo for French Immersion programming
- Minimizing travel distances
- Maintaining students in their local community
- Avoiding situations where students would need to pass a closer elementary school to reach another that would be farther away.

Concerns were raised regarding:

- Shifting enrolment pressure between schools
- Impacts of the proposed changes between Our Lady of Providence and Notre Dame
- Preferred monitoring growth at Our Lady of Providence before moving students
- Sibling separation and dividing families between schools
- Transportation eligibility impacts

Following the final committee meeting and after the committee recommendations were considered, the board received a request from a parent to retain Area 37 within the St. Peter CES attendance boundary rather than reassigning the area to Notre Dame CES.

In response, staff further examined this option and assessed its potential impact on enrolment and facility utilization. However, the analysis determined that retaining Area 37 within the St. Peter CES attendance boundary would not sufficiently address the enrolment and utilization challenges. As a result, staff concluded that the reassignment of Area 37 to Notre Dame CES remains necessary to support a more balanced distribution of students and improve the long-term utilization of available pupil places within the Brantford elementary system.

Attendance Boundary Review Committee Recommendation

At its February 23, 2026, meeting, the ABRC reached consensus on the following boundary adjustments as the recommendations:

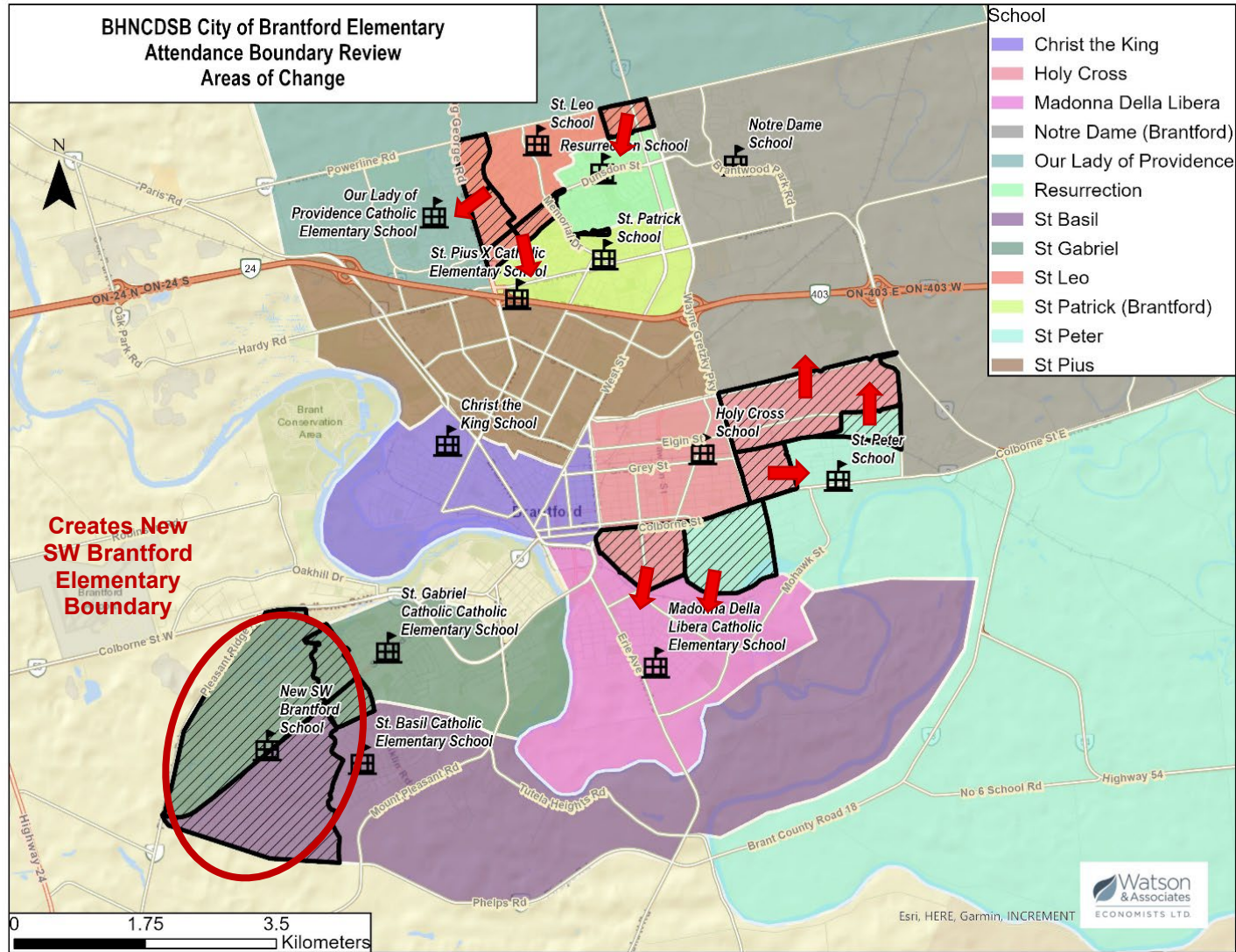
Table 3: ABRC Recommended Boundary Adjustments by Elementary School

School	Boundary Change Description
Notre Dame (Brantford)	<ul style="list-style-type: none"> Boundary extended south to capture Area 37 from St. Peter and Area 40 from Holy Cross (north of the railway and Hachborn Road)
Our Lady of Providence	<ul style="list-style-type: none"> Boundary extended to capture Areas 7 and 8 (west of Francis Street/White Oaks Drive/Bernard Ave) from St. Leo
Resurrection	<ul style="list-style-type: none"> Corner of Dunsdon Street and Memorial Drive (Area 11) captured from St. Leo Area east of Forestwood Park captured from St. Leo (Area 13)
St. Patrick (Brantford)	<ul style="list-style-type: none"> Boundary extended north to Dunsdon Street to capture part of St. Leo's boundary (Areas 9 and 10) Boundary clean up for St. Patrick and Resurrection boundary to follow Blackfriar Lane and Lillian Street (Areas 14b, 14c, and 14d)
St. Leo	<ul style="list-style-type: none"> Areas 7 and 8 (west of Francis Street/White Oaks Drive/Bernard Ave) sent to Our Lady of Providence Areas 9 and 10 (south of Dunsdon Street) sent south to St. Patrick Corner of Dunsdon Street and Memorial Drive (Area 11) sent to Resurrection Area east of Forestwood Park sent to Resurrection (Area 13)
St. Peter	<ul style="list-style-type: none"> Capture Area 39 (South of Grey Winds, East of Wayne Gretzky Parkway, North of Colborne St, and West of James Ave) from Holy Cross Area 37 (north of the railway and west of Garden Ave) sent to Notre Dame Area 38 (south of Colborne Street and east of Iroquois St and west of Forest Road) sent to Madonna Della Libera
St. Pius	<ul style="list-style-type: none"> Status Quo
Christ the King	<ul style="list-style-type: none"> Status Quo

Holy Cross	<ul style="list-style-type: none"> • Area 39 (South of Grey Winds, East of Wayne Gretzky Parkway, North of Colborne St, and West of James Ave) sent to St. Peter • Area 40 (north of the railway and Hachborn Road) sent to Notre Dame • Area 46 (south of Colborne Street and west of Iroquois Street) sent to Madonna Della Libera
Madonna Della Libera	<ul style="list-style-type: none"> • Boundary extended North to capture Area 38 (south of Colborne Street and east of Iroquois Street and west of Forest Road) from St. Peter and Area 46 (south of Colborne Street and west of Iroquois Street) from Holy Cross
St. Basil	<ul style="list-style-type: none"> • Area 59 sent to the new SW Brantford elementary
St. Gabriel	<ul style="list-style-type: none"> • Area 60, 61 and 62 used to help create new SW Brantford elementary boundary
New Southwest Brantford	<ul style="list-style-type: none"> • Area 59 from St. Basil and Areas 60-62 from St. Gabriel were used to create new boundary

The following map in **Figure 3** outlines the areas of change in the Committee's final recommended options.

Figure 3: City of Brantford Elementary Review Final Recommended Option Areas of Change



Utilizing student data from the 2025/26 academic year, the creation of the new boundary will result in the following adjustments, as outlined in the figures and tables as follows.

Figure 4: Final Recommended Option City of Brantford Elementary Attendance Boundaries

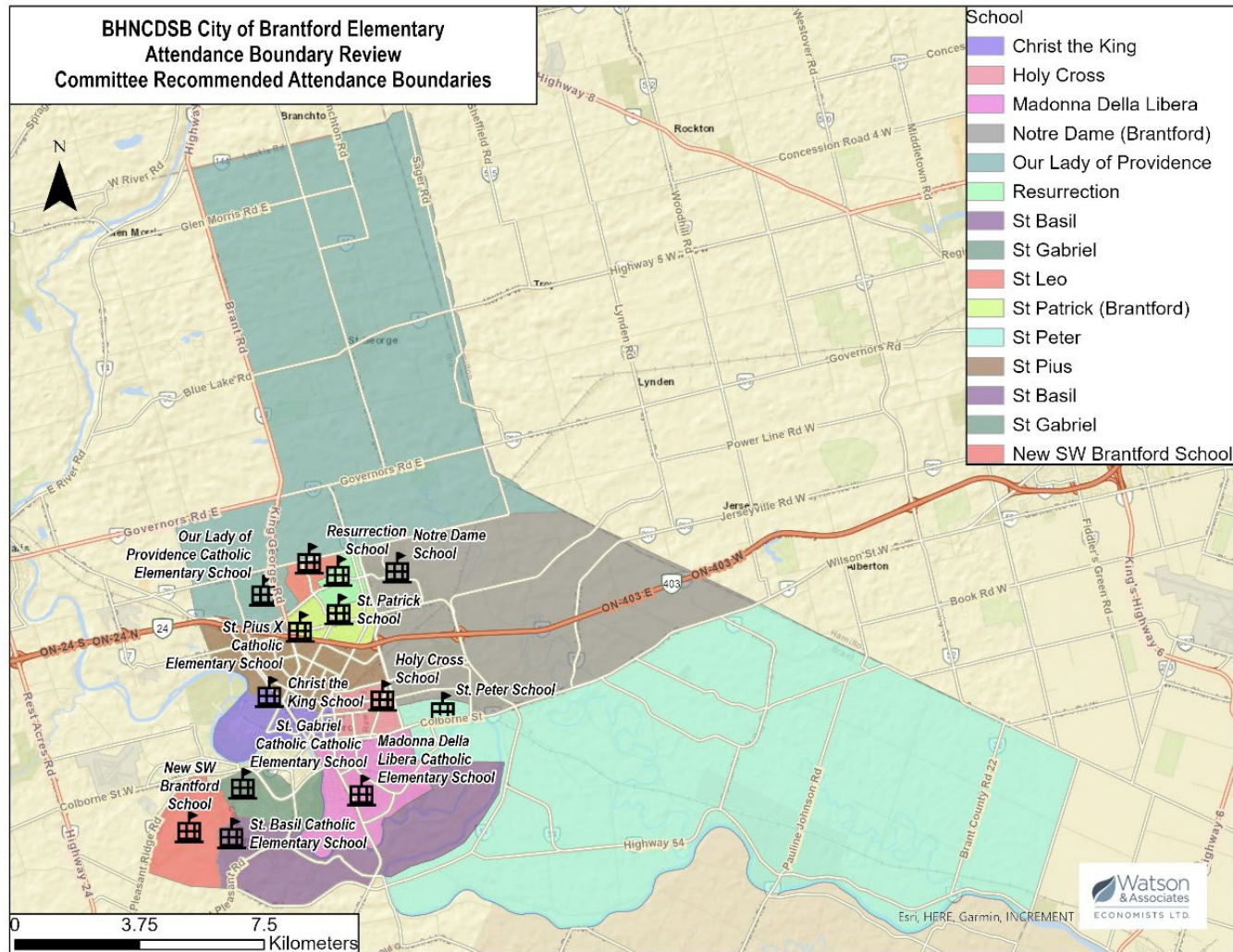


Figure 5: Final Recommended Option City of Brantford Elementary Attendance Boundaries (Zoomed In)

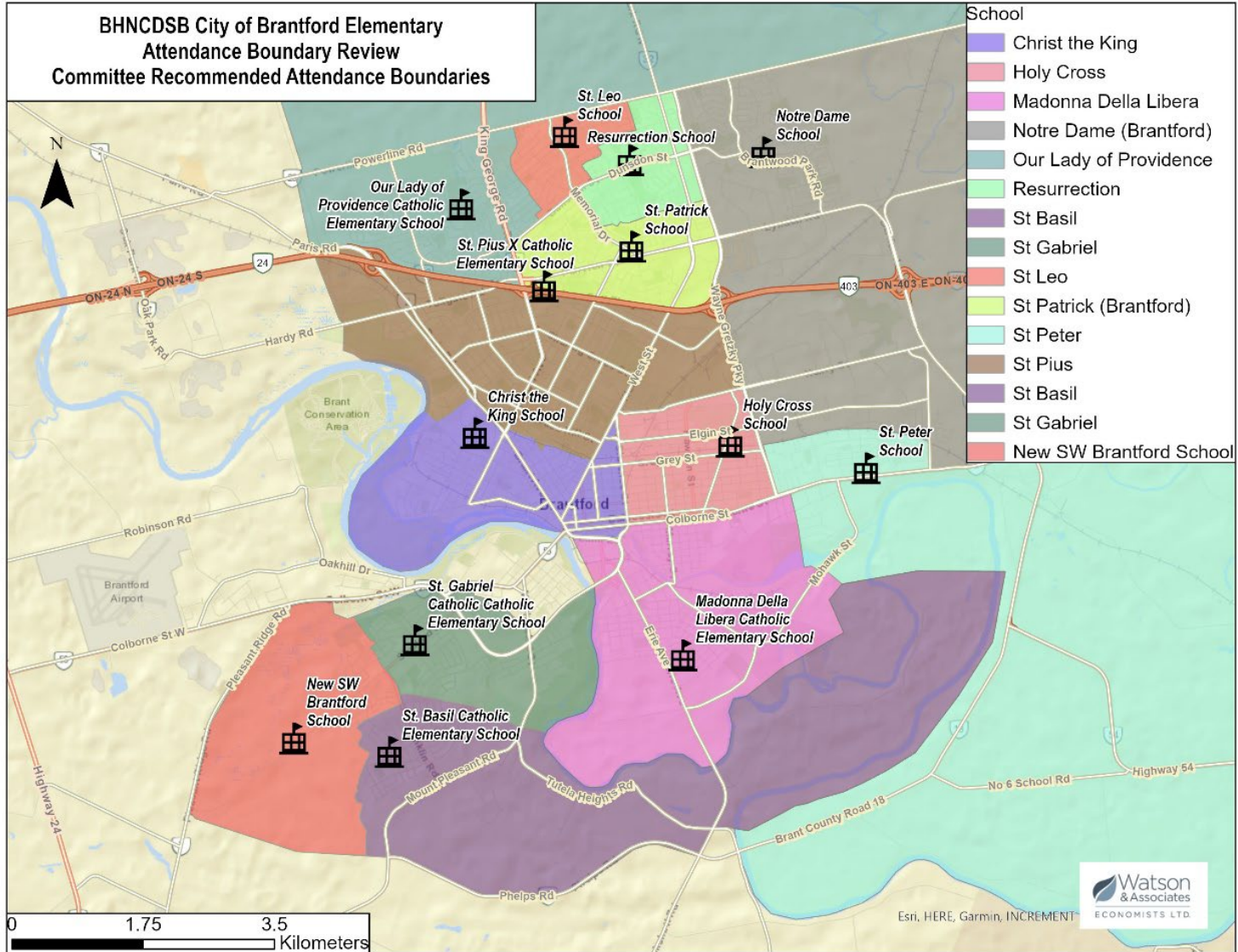


Table 4 illustrates the anticipated enrolment and facility utilization impacts resulting from the proposed attendance boundary changes, assuming all students residing within the affected areas transition to their new school boundaries. The projections also assume that Grade 7 and 8 students, along with their siblings, remain at their current elementary schools under the approved legacy provision.

The projections demonstrate a significant reduction in enrolment pressures at St. Basil CES and St. Gabriel CES, resulting in improved facility utilization rates and a more balanced distribution of students across the Brantford elementary system. The establishment of the new Southwest Brantford Catholic Elementary School plays a key role in achieving this rebalancing by creating additional pupil places in a high-growth area of the city.

As a result of the proposed transition, the new Southwest Brantford Catholic Elementary School is projected to open with approximately 327 students, representing a facility utilization rate of 64%. This enrolment level provides capacity to accommodate future residential growth within the school's attendance area while supporting the long-term sustainability of the Board's elementary accommodation plan.

Table 4: 2028-29 Year of Implementation Enrolment/Utilization including Grade 7&8 and siblings Legacy Provisions

School	OTG	Status Quo		Boundary Changes Implemented with Grade 7&8 and siblings legacy provisions		Difference
		Projected Enrolment	Utilization %	Projected Enrolment	Utilization %	Net Enrolment Change (+/-)
Notre Dame (Brantford)	429	322	75%	342	80%	20
Our Lady of Providence	340	377	111%	388	114%	11
Resurrection	187	125	67%	135	72%	10
St Patrick (Brantford)	164	136	83%	159	97%	23
St. Leo	288	414	144%	371	129%	-43
St. Peter	167	195	117%	178	107%	-17
St Pius	337	313	93%	313	93%	0
Christ the King	187	284	152%	284	152%	0
Holy Cross	236	334	142%	260	110%	-74
Madonna Della Libera	466	387	83%	459	99%	73
St. Basil	484	822	170%	618	128%	-204
St. Gabriel	389	582	150%	459	118%	-123
New Southwest Brantford Elementary	513	0	0%	327	64%	327
Total	4,187	4,290	102%	4,290	102%	-

The following **Table 5** consolidates the projected enrolment and utilization outcomes for the 2028–29 implementation year into a single comparative summary. The table compares the status quo scenario with the boundary change implementation scenarios:

- Boundary changes implemented with no legacy provision;
- Boundary changes implemented with a Grade 7 and 8 legacy provision; and
- Boundary changes implemented with a Grade 7 and 8 sibling legacy provision.

Table 5: 2028-29 Year of Implementation Enrolment / Utilization Comparison

		Status Quo		Boundary Changes Implemented (No Legacy)			Boundary Changes Implemented (7/8 Legacy)			Boundary Changes Implemented (7/8 and Sibling Legacy)		
School	OTG	Projected Enrolment	Utilization %	Projected Enrolment	Utilization %	Net Enrolment Change (+/-)	Projected Enrolment	Utilization %	Net Enrolment Change (+/-)	Projected Enrolment	Utilization %	Net Enrolment Change (+/-)
Notre Dame (Brantford)	429	322	75%	364	85%	42	348	81%	26	342	80%	20
Our Lady of Providence	340	377	111%	391	115%	14	389	114%	12	388	114%	11
Resurrection	187	125	67%	139	74%	14	136	73%	11	135	72%	10
St Patrick (Brantford)	164	136	83%	161	98%	25	159	97%	23	159	97%	23
St. Leo	288	414	144%	361	125%	-53	368	128%	-46	371	129%	-43
St. Peter	167	195	117%	155	93%	-40	170	102%	-25	178	107%	-17
St Pius	337	313	93%	313	93%	0	313	93%	0	313	93%	0
Christ the King	187	284	152%	284	152%	0	284	152%	0	284	152%	0
Holy Cross	236	334	142%	226	96%	-108	249	106%	-85	260	110%	-74
Madonna Della Libera	466	387	83%	492	106%	105	470	101%	83	459	98%	72
St. Basil	484	822	170%	477	99%	-345	572	118%	-250	618	128%	-204
St. Gabriel	389	582	150%	434	112%	-148	459	118%	-123	459	118%	-123
New Southwest Brantford Elementary	513	0	0%	492	96%	492	373	73%	373	327	64%	327
Total	4,187	4,290	102%	4,289	102%	-	4,290	102%	-	4,290	102%	-

In addition to presenting the projected enrolment and utilization rates under each scenario, the table illustrates the net enrolment change relative to the status quo. This comparison provides a clear assessment of the impact of each implementation option on school enrolment distribution and facility utilization across the Brantford elementary system. Positive outcomes, including improvements in utilization rates and enrolment balance, are highlighted in green.

Legacy Provisions

To support student stability, minimize disruption, and maintain continuity for families, Senior Administration recommends the following legacy provisions:

- Current Grade 7 and 8 students (Grades 4 and 5 during the 2025–26 school year) attending an affected school be permitted to remain at their current school when the attendance boundary changes take effect in September 2028.
- Legacy provisions to allow siblings of Grade 7 and 8 students to remain at their current schools.
- Students who were previously impacted by attendance boundary changes resulting from an earlier boundary review and subsequently reassigned to a new school be permitted to remain at their current school, thereby avoiding a second school transition.

Next Steps

Pursuant to the steps outlined in OPS 400.24.AP – Attendance Boundary Reviews, based on committee consultation, Senior Administration recommends establishing the amended school boundaries, as outlined in Figure 4 and Figure 5, as well as the recommended legacy provisions, effective September 2028.

Subject to Board approval:

- final attendance boundaries will be confirmed;
- Attendance Review Implementation Committee will be established, focusing on effective implementation of the approved school boundary review;
- changes will take effect September 2028.

<p><u>RECOMMENDATION:</u></p> <p>THAT the Committee of the Whole refers the amended City of Brantford elementary school attendance boundaries, as outlined in Figure 4 and Figure 5, effective September 2028 to the Brant Haldimand Norfolk Catholic District School Board for approval.</p> <p>THAT the Committee of the Whole recommends that legacy provisions be implemented to permit Grade 7 and 8 students (currently enrolled Grade 4 and 5 students as of the 2025–26 school year) and their siblings at affected schools to remain at their existing school through to Grade 8 to the Brant Haldimand Norfolk Catholic District School Board for approval.</p>

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

Prepared by: Rajini Nelson, Superintendent of Business & Treasurer
Presented to: Board of Trustees
Submitted on: June 23, 2026
Submitted by: Mike McDonald, Director of Education & Secretary

TRUSTEE EXPENSES
(Q3 2025-26)
Public Session

BACKGROUND INFORMATION:

Elected trustees help guide and oversee Catholic education in the Board. To support them in carrying out this work, trustees may be reimbursed for approved expenses, as permitted under the *Education Act* and the *Broader Public Services Expenses Directive*.

Trustees may claim eligible expenses related to Board business, such as mileage, professional development and conference costs, office supplies, and communication supports, in accordance with Board Policy #100.10 – Trustee Expenses.

To ensure openness and accountability, trustee expenses are summarized and shared on the Board’s website every quarter, with a full annual report at the end of the fiscal year.

Developments

Board employees are also supported when carrying out Board business. Under Employee Expense Policy #700.04, eligible expenses such as travel, meals, mileage, and hospitality may be reimbursed when there is a clear business purpose.

To meet transparency and governance requirements, quarterly summaries and an annual report of aggregate Senior Leadership Team expenses are posted on the Board’s website.

Appendix A summarizes the Q3 Trustee expenses and Senior Leadership Team expenses for the period September 1, 2025, to May 31, 2026. The expenses reported reflect those submitted and reimbursed up to the third quarter.

RECOMMENDATION:

THAT the Committee of the Whole refers the Trustee expense and Senior team expense Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Appendix A

**Q3 2025-2026 Trustee & S.O. Expense Report
for the Period:
September 1, 2025 to May 31, 2026**

Trustees	Mileage	Communications	Professional Development / Conferences / Travel	Total Expenses by Trustee
Carol Luciani, Chair	1,278	1,008	776	3,063
Dan Dignard, Vice Chair	792	903	2,442	4,137
Dennis Blake	1,649	850	2,247	4,747
Bill Chopp	57	1,265	1,470	2,791
Mark Watson	-	67	-	67
Toni Poirier	1,163	1,242	2,283	4,689
TOTAL TRUSTEE Expenses	4,938	5,336	9,219	19,493
2025-26 Budget	7,000	8,100	19,000	35,600
Senior Team	Mileage	Communications	Professional Development / Conferences / Travel	Total Expenses by S.O.
Mike McDonald	1,074	314	5,103	6,491
John Della Fortuna	787	210	3,224	4,221
Kevin Greco	571	237	4,491	5,299
Mike Lawlor	2,459	405	1,756	4,621
Rajini Nelson	725	229	4,969	5,923
Phil Wilson	1,065	241		1,307
2025-26 TOTAL Senior Team Expenses	6,681	1,636	19,543	27,861

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

Prepared by: Phil Wilson, Superintendents of Education & Chandra Portelli, Vice Principal of Curriculum, Assessment and Instruction
Presented to: Committee of the Whole
Submitted on: June 23, 2026
Submitted by: Mike McDonald, Director of Education & Secretary

STUDENT ACHIEVEMENT UPDATE

Public Session

BACKGROUND INFORMATION:

The purpose of this report is to provide the Board of Trustees with an update on the initiatives, programming, and supports led by the Student Achievement Team (SAT) throughout the 2025-2026 school year. This update highlights the collaborative work completed across all BHNCD SB schools to enhance student learning and achievement through faith-based education, research-informed instructional practices, and targeted professional development. The Student Achievement Team continues to focus on key system priorities, including improving literacy and numeracy outcomes, strengthening Catholic faith formation, integrating technology to support 21st century learning, and advancing equity and inclusion for all students.

DEVELOPMENTS:

Professional Learning Communities

A key area of focus for the 2025–2026 school year was the implementation of Professional Learning Communities (PLCs) across all BHNCD SB schools. School administrators met regularly to share their experiences and best practices in monitoring student achievement and refining instructional practices. Many principals accessed release time funding to work with their staff in areas such as collaborative learning in an area of focus (literacy, numeracy, or assessment) or “data conversations” with staff to monitor student progress and outline intervention plans for improvement.

New Teacher Induction Program

For the 2025–2026 school year, the New Teacher Induction Program (NTIP) was expanded and refined to provide more structured, differentiated support for over 100 eligible teachers across BHNCD SB. Eligibility and level of support were determined in collaboration with Human Resources and based on teaching status, prior experience, and current assignment.

Mentors and mentees were provided with dedicated release days to engage in purposeful planning, co-assessment design, long-range planning, and professional dialogue grounded in BHNCD SB’s mission of nurturing faith and excellence. This year’s NTIP theme reflects the board’s spiritual focus, encouraging participants to journey together as *Pilgrims of Hope*, supporting one another in the shared vocation of Catholic education.

Religion and Family Life

In Religion and Family Life, the new *Blessed & Beloved* Family Life Program was successfully implemented in Grades 2 and 3, supported by professional learning sessions and digital resources for educators. Ongoing support has also been provided to Grade 1 and Grades 4–8 educators implementing the *Growing in Faith, Growing in Christ* Religious Education Program, with a focus on new and new-to-grade teachers.

Elementary Literacy and Numeracy

Elementary Literacy and Numeracy Consultants (ELNC) supported six priority schools throughout 2025-2026, focused on Grade 1 literacy and Grade 6 mathematics. Priority school teachers received four days of job-embedded PD focused on effective instructional practices in literacy and numeracy, as well as additional release time to co-plan, co-assess, and analyze data with their ELNC. ELNC consultants worked directly with students in Grades 1 and 6, providing small-group interventions to help close skill gaps. Grade 1 students in priority schools demonstrated improvements in reading far exceeding the Board average, as measured by Acadience Early Reading Screening. Teacher and student surveys for Grade 6 math reflect a marked improvement in teacher familiarity with effective pedagogy, and student confidence in mathematics.

Secondary Literacy and Numeracy

In the second half of the school year, the Secondary Literacy consultant worked with Grade 10 students at Holy Trinity who were unsuccessful on the OSSLT in the fall of 2025. The literacy consultant facilitated small-group interventions based on identified areas of need and worked closely with Grade 10 teachers to support effective literacy instruction in all subject areas. At Assumption College, St. John's College, and St. Mary's Catholic Learning Centre, school administrators were tasked with developing, implementing, and monitoring a plan to improve student results on the second writing of the OSSLT. School administrators met monthly with the Superintendent, System VP, and literacy consultant to update their progress and collaborate on next steps. OSSLT results will be released by EQAO in the fall of 2026.

Grade 9 Mathematics Consultants continued their work with Grade 9 teachers at three secondary schools. A full day of PD was provided for all Grade 9 Math teachers, focused on effective pedagogy and assessment in the de-streamed classroom. Teachers were also given the opportunity to work 1:1 with their math consultant to review data and determine next steps for student learning. Math Consultants have worked closely with classroom teachers to identify students in need of additional support, and plan instruction and interventions to meet their needs.

French

French as a Second Language (FSL) teachers continued to receive specialized resources and support, coordinated by the FSL consultant. French Immersion principals met twice as a collaborative PLC group with the FSL consultant to learn more about effective French Immersion pedagogy and how to monitor and support French Immersion programs in their schools. French cultural and STEM learning activities were supported in schools by the FSL consultant. In secondary, 78 students participated in the DELF exam. FSL teacher recruitment continues to be a priority.

English as a Second Language

ESL system teachers continued to support English Language Learners through direct instruction, collaboration with classroom teachers, and advising school teams on appropriate placement, accommodations, and modifications for students. ESL system teachers continued their collaborative work with YMCA Settlement Services to ensure continuous support for newcomer families. ESL staff also provided PD for classroom educators to promote best practices in instruction and assessment for English Language Learners.

The Arts

The Arts portfolio was active with schools participating in the CBC Music Challenge, the *Birdsongs* art exhibit, and Celebration of the Arts. Collaboration with the Religion and Family Life portfolio supported Faith Day planning and video production, while additional work included the 2026 Catholic Education Week theme song video in partnership with OCSTA. The Indigenous Art Show, currently on display at Lynnwood Arts Centre, was put on in partnership with Indigenous Education Services.

21st Century Learning & eLearning

The 21st Century Learning and eLearning Consultants worked collaboratively with IT Services to redesign the BHN App approval process. Ongoing support is provided by these consultants for all teachers in utilizing digital learning tools and instruction and assessment in eLearning courses. Additionally, the consultants took a lead role in planning and leading the PD Day focused on Artificial Intelligence in education and providing follow up support for staff.

Specialist High Skills Major and Ontario Youth Apprenticeship Program

SHSM and OYAP consultants continued to provide experiential learning opportunities for students from all secondary schools and elementary students in Grades 6-8. Highlights in Term 2 included a SHSM training day, where High Skills Major students from all schools were able to participate in self-selected training opportunities led by community partners, and the annual Epic Jobs expo held in partnership with GEDSB at the Wayne Gretzky Sports Centre for intermediate students.

Indigenous Education

Indigenous Education services continued to provide professional learning for staff throughout 2025-2026. Indigenous learning sessions for principals at AAC meetings were well received by school administrators. As the host board for the annual OCSTA Indigenous Leads conference, the Indigenous Education team provided experiential learning opportunities for visitors from across Ontario, working in partnership with facilities on Six Nations of the Grand River.

Kindergarten

The Kindergarten consultant provided one full day of PD for all Kindergarten educators in advance of the new Kindergarten Curriculum implementation in September 2026. Support for effective Kindergarten pedagogy, particularly in literacy and numeracy, remains a priority.

Overall, the Student Achievement Team continues to advance BHNCDSD's mission of nurturing faith, excellence, and learning for all by strengthening instructional practice, fostering inclusive environments, and promoting collaboration across schools. This fall's work reflects a deep commitment to supporting educators and enhancing student success across all areas of the system.

RECOMMENDATION:

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

2025-2026
Trustee Meetings and Events

Date	Time	Meeting/Event
June 23, 2026	1:00 pm	Accessibility Steering Committee
June 23, 2026	4:30 pm	Committee of the Whole
June 23, 2026	6:30 pm	Board Meeting
June 25, 2026	4:45 pm 6:30 pm 7:00 pm	Assumption College Graduation Holy Trinity Graduation St. John's College Graduation

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