



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

**Trustees:**

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

**Absent:**

**Senior Administration:**

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

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Chair Petrella.

**1.2 Attendance – As noted above.**

**1.3 Approval of the Agenda**

Moved by: Dan Dignard

Seconded by: Carol Luciani

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

**Carried**

**1.4 Declaration of Interest – Nil**

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

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the November 21, 2017 Committee of the Whole meeting.

**Carried**

**1.6 Business Arising from the Minutes – Nil**

**2. Presentations - Nil**

**3. Delegations – Nil**



#### **4. Consent Agenda**

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

Moved by: Cliff Casey  
Seconded by: Bill Chopp

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

**Carried**

#### **5. Committee and Staff Reports**

**5.1 Unapproved Budget Committee Meeting Minutes and Recommendations – January 11, 2018**

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

WHEREAS the Board has approved the following goals:

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

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

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

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

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



Moved by: Cliff Casey

Seconded by: Bill Chopp

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

- Phone system
- Payroll system
- Security system

The Motion above was DEFEATED on the following Recorded Vote:

Yeas: C. Casey, B. Chopp

Total: 2

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

Total: 3

Abstained: R. Petrella

Total: 1

**Defeated**

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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

**Carried**

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

**Carried**

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

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

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

THAT the Policy Committee recommends that the Committee of the Whole refers the Hiring – Academic Staff Administrative Procedure to the Brant Haldimand Norfolk Catholic District School Board for approval.



THAT the Policy Committee recommends that the Committee of the Whole refers the revised Administration of Oral Medication to Children Under the Age of 18 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Dan Dignard  
Seconded by: Bonnie McKinnon

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

**Carried**

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

**Carried**

### **5.3 Strategic Plan – Vision 2020**

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

Moved by: Carol Luciani  
Seconded by: Dan Dignard

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

**Carried**

### **5.4 Graduation Rates**

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

Moved by: Dan Dignard  
Seconded by: Carol Luciani

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

**Carried**



### **5.5 Financial Report – November 2017**

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

Moved by: Cliff Casey

Seconded by: Carol Luciani

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

**Carried**

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

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

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

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

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

**Carried**

### **5.7 Excursion – New York City, NY**

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

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to New York City, NY from Thursday, May 17, 2018 to Monday, May 21, 2018.

**Carried**



**5.8 Proposed Child Care and Early Years Coordinator Position**

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

Moved by: Carol Luciani

Seconded by: Bonnie McKinnon

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

**Carried**

**5.9 Surplus Accommodation – Grand Erie District School Board**

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

Moved by: Dan Dignard

Seconded by: Carol Luciani

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

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

**Carried**

**6. Information and Correspondence - Nil**

**7. Trustee Inquiries**

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

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

**8. Business In-Camera**

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

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

**Carried**



**Brant Haldimand Norfolk**  
Catholic District School Board

**Minutes**

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

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

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the In-camera Session.

**Carried**

**10. Future Meetings**

Chair Petrella drew trustee attention to upcoming meetings and events.

**11. Closing Prayer**

Chair Petrella led the closing prayer.

**12. Adjournment**

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

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

**Carried**

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