



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

**Minutes**

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

---

**Committee of the Whole  
Tuesday, October 16, 2018 ♦ 7:00 p.m.  
Boardroom**

**Members:** **Trustees:**  
Rick Petrella (Chair), Dan Dignard (Vice-Chair), Cliff Casey, Bill Chopp, Carol Luciani,  
Kaiya Daly (Student Trustee)

**Absent:** Bonnie McKinnon

**Senior Administration:**

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

---

**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Chair Petrella.

**1.2 Attendance**

As noted above.

**1.3 Approval of the Agenda**

Moved by: Carol Luciani

Seconded by: Cliff Casey

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

**Carried**

**1.4 Declaration of Interest – Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – September 18, 2018**

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 minutes of the September 18, 2018 Committee of the Whole meeting.

**Carried**

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

**2. Presentations – Nil**

**3. Delegations – Nil**

**4. Consent Agenda**

**4.1** THAT the Committee of the Whole refers the unapproved minutes of the Special Education  
Advisory Committee Meeting of September 18, 2018 to the Brant Haldimand Norfolk Catholic  
District School Board for receipt.



## BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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

---

4.2 THAT the Committee of the Whole refers the unapproved minutes of the Friends of the Educational Archives Committee Meeting of September 18, 2018 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

4.3 THAT the Committee of the Whole refers the unapproved minutes of the Mental Health Steering Committee Meeting of September 27, 2018 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Carol Luciani

Seconded by: Dan Dignard

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**

There was discussion around the minutes from the Friends of the Educational Archives Committee. There was a call for volunteers for the archives, Director Roehrig indicated that he will seek volunteers.

## 5. Committee and Staff Reports

### 5.1 Primary and Junior/Intermediate Class Size

Superintendent Grice outlined the compliance requirements, as outlined by the Ministry, on elementary class sizes. The Board's compliance requirements were and submitted to the Ministry on September 6, 2018.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Primary and Junior/Intermediate Class Size report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

### **Carried**

There was discussion about adding a portable to a location and the time frame in which it could be obtained. There was further discussion about the use of purpose-built rooms.

### 5.2 Board Improvement Plan for Student Achievement

Superintendent Telfer welcomed Michael Skrzypek, Principal at St. Peter, to present the EQAO website. He reviewed the tools available, as well as the information that can be extracted from the website. Mr. Skrzypek also presented questions from both the Grade 3 and Grade 6 tests, with corresponding data to illustrate how the questions were answered.

Mrs. Telfer presented the Essential Practices poster, which was created using the information from Growing Success, issued in 2010. There have been rubrics and tools created to ensure the essential practices are being followed. These resources will aid in professional development planning, to ensure each location is receiving training that is needed at that specific location.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the Board Improvement Plan for Student Achievement report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

### **Carried**



## **BRANT HALDIMAND NORFOLK Catholic District School Board**

## **Minutes**

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

---

There was discussion about the role of the Principals and Education Assistants in the process. Questions were raised about the ability to track the use of the tools for the essential practices. Since the information is being collected centrally, there will be the ability to monitor the use of the tools.

### **5.3 Excursion – New York City, NY USA**

Superintendent McDonald presented a proposal to the Board to allow students from Assumption College School and Holy Trinity Catholic High School to travel to New York City, NY. He mentioned some of the locations the students would visit, including a Mass scheduled on the Sunday.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School and Holy Trinity Catholic High School for an excursion to New York City, NY from Thursday, December 13, 2018 to Sunday, December 16, 2018.

**Carried**

### **6. Information and Correspondence**

Director Roehrig asked the Board to check-in with Amanda to RSVP to upcoming events.

### **7. Trustee Inquiries**

The parking lot at St. John's College was brought forward. There is concern about the flow of traffic going into St. John's, particularly in the morning. The Principal at St. John's has made an application to have the speed limits changed during school hours, in hopes to mitigate the concerns. The situation will continue to be monitored.

### **8. Business In-Camera**

Moved by: Dan Dignard

Seconded by: Carol Luciani

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

**Carried**

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

Moved by: Dan Dignard

Seconded by: Cliff Casey

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

**Carried**

### **10. Future Meetings and Events**

Chair Petrella drew Trustee attention to upcoming meetings and events.

### **11. Closing Prayer**

Chair Petrella led the closing prayer.



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

**Minutes**

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

---

**11. Adjournment**

Moved by: Dan Dignard

Seconded by: Cliff Casey

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

**Carried**