



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

**Minutes**

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

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**Committee of the Whole  
Tuesday, January 15, 2019 ♦ 7:00 p.m.  
Boardroom**

**Trustees:**

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

**Senior Administration:**

Chris N. Roehrig (Director of Education & Secretary), Michael McDonald (Superintendent of Education), Jim LoPresti (Corporate Services Advisor)

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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: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the January 15, 2019 meeting.

**Carried**

**1.4 Declaration of Interest – Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – November 20, 2018**

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 minutes of the November 20, 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 December 11, 2018 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**4.2** THAT the Committee of the Whole refers the unapproved minutes of the Mental Health Steering Committee Meeting of December 13, 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**

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

### **5.1 Goals for 2019-20 Budget**

Director Roehrig explained that the goals for the 2019-20 budget are wide in nature but align with the overall goals of the Board. With limited direction from the Ministry, it would be difficult to create specific goals.

Moved by: Cliff Casey

Seconded by: Dan Dignard

WHEREAS the Board has approved the following goals in its 2018 strategic plan:

- High levels of student achievement; especially in mathematics and literacy\*;
- Deepening of faith formation and catechesis for students and adults\*; and
- Fostering safety and health in our schools\*.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Goals for the 2019-20 Budget.

**Carried**

### **5.2 Update to the Five-Year Facilities Renewal Plan**

Director Roehrig presented an update on the five-year facilities renewal plan that was initially approved by Board in 2016. Many of the projects are being completed in phases, which we are ahead of schedule. Director Roehrig highlighted some areas in which we have made progress. He indicated that AODA changes have been occurring as the need arises as we do not get separate funding to ensure compliance. Director Roehrig explained the changes to the proceeds of disposition.

Trustee Casey requested that the plan be reviewed by the Accommodation Committee.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Update to the Five-Year Facilities Renewal Plan.

**Carried**

### **5.3 Budget Procedures Manual**

Director Roehrig presented the Budget Procedures Manual, which is to be approved by Board each year. The only change being a process added in October. This will allow the Chair of the Budget Committee to convene a meeting to allow the Board to express where they would be interested in investing or cutting funding, based on revised estimates.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Budget Procedures Manual Report to the Brant Haldimand Norfolk Catholic District School Board for approval of budget procedures as outlined in the 2019-20 Budget Procedure Manual (September 1, 2019 to August 31, 2020).

**Carried**



**5.4 Revised Budget Estimates – 2018-19**

Director Roehrig indicated that student enrolment was higher than projected. He clarified that the funding for the St. Mary's Satellite Campus came through a special education budget line. Director Roehrig indicated that money from the Ministry is continuing to arrive. He reviewed various items in the budget.

Trustee Chopp requested a presentation on FreshGrade software.

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Revised Budget Estimates – 2018-19, in the amount of \$135,414,336 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

**5.5 Financial Report – November 2018**

Director Roehrig explained at this point in the budget process, staff try to ensure we are on track with spending. The budget is roughly 25% spent, which is where we would expect to be. There are some expenses that look high, but they are the upfront fees (i.e. membership costs). The salary, wages and benefits are doing well.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Financial Report – November 2018 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**6. Information and Correspondence – Nil**

**7. Trustee Inquiries – Nil**

**8. Business In-Camera**

Moved by: Carol Luciani

Seconded by: Cliff Casey

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

**Carried**

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

Moved by: Cliff Casey

Seconded by: Carol Luciani

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 attention to the upcoming meetings and events.

**11. Closing Prayer**

The meeting was closed with prayer led by Chair Petrella.



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#### 11. **Adjournment**

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the January 15, 2019 meeting.

**Carried**