



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Committee of the Whole Tuesday, September 23, 2025 ♦ 7:00 pm Boardroom

Trustees:

Carol Luciani (Chair), Dan Dignard (Vice Chair), Dennis Blake, Bill Chopp, Mark Watson, Mulan How (Student Trustee), Riley O'Brien (Student Trustee)

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)

1. Opening Business

1.1 Land Acknowledgement

The meeting was opened with a land acknowledgement by Chair Luciani.

1.2 Opening Prayer

Trustee Dignard led the meeting in prayer.

1.3 Attendance

Attendance was as noted above.

1.4 Approval of the Agenda

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the September 23, 2025, meeting.

Carried as amended

1.5 Declaration of Interest – Nil

1.6 Approval of Committee of the Whole Meeting Minutes – June 17, 2025

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the June 17, 2025, meeting.

Carried

1.7 Business from the Minutes - Nil

2. Presentations – Nil

3. Delegations – Nil



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4. Consent Agenda

4.1 Unapproved Minutes from the Mental Health Steering Committee – May 26, 2025

Moved by: Mark Watson

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 Mental Health Steering Committee Meeting of May 26, 2025.

Carried

4.2 Unapproved Minutes from the Special Education Advisory Committee – June 17, 2025

Moved by: Mark Watson

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 June 17, 2025.

Carried

4.3 Unapproved Minutes from the Budget Committee – July 22, 2025

Moved by: Mark Watson

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 Budget Committee Meeting of July 22, 2025

Carried

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Policy Committee Meeting – September 16, 2025

Vice-Chair Dignard presented the unapproved minutes and recommendations from the Policy Committee meeting which includes:

- THAT the Committee of the Whole refers the Students with Prevalent Medical Conditions policy #200.05 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT the Committee of the Whole refers the Administration of Oral Medication policy #200.19 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Electronic Participation at Meetings policy #100.09 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Emergency Preparedness and Response policy #400.04 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Threat to School Safety: Bomb Threat administrative procedure #400.23 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Threat to School Safety: Evacuation administrative procedure #400.27 to the Brant Haldimand Norfolk Catholic District School Board for approval.



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- THAT Committee of the Whole refers the Threat to School Safety: Hold and Secure administrative procedure #400.32 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Threat to School Safety: Shelter in Place administrative procedure #400.33 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Threat to School Safety: Lockdown administrative procedure #400.34 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT the Committee of the Whole refers the Employee Assistance Program policy #300.13 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT the Committee of the Whole refers the Health and Safety policy #300.16 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Work Refusal policy #300.21 to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT Committee of the Whole refers the Transfers Related to School Safety policy #200.52 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Committee of the Whole refers the recommendations of the Policy Committee Meeting of September 16, 2025, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of September 16, 2025, to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.2 Summary of 2024-2025 Reports to Board

Director McDonald presented the 2024-2025 reports to board report. Through committee work each year, the trustees and senior administration complete and submit numerous reports to the Board. To highlight the accomplishments of the Board, this report provides a summary of all the public session reports that came before the Board during the 2024-25 school year.

Moved by: Dennis Blake

Seconded by: Mark Watson

THAT the Committee of the Whole refers the 2024-25 Reports to Board Summary to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried



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5.3 Summary of School Suspension Data 2024-2025

Superintendent Greco presented the summary of school suspension data report for the 2024-2025 school year. Appendix A identifies the number of students who have had a suspension incident, the number of suspension incidents and the total number of suspension days for the 2024/2025 school year. For each incident, the principal is required to conduct an investigation and consider all mitigating and other factors regarding the allegations, before imposing any suspension on a student. There was discussion with regards to suspension data as it pertains to special education students.

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Committee of the Whole refers the Summary of School Suspension Data 2024-2025 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.4 Governance Review Update

Director McDonald presented the Governance Review Update. This report reflects the Board's ongoing commitment to transparency, accountability, and continuous improvement following the Ministry of Education's 2024–2025 governance. This report represents the second update on progress. Since the June report, the chart has been updated and any action items remaining have or will be completed by the end of September. Discussion was had regarding item 8.3.2 - aligning compensation with board performance and student outcomes. It was noted that on October 21, 2025, senior team will meet with representatives from all Catholic School Advisory Council's in the Board. As part of this meeting, Principals, Catholic School Advisory Chairs and Vice-Chairs will have the opportunity to bring forward any questions or concerns from their school communities. Further dialogue will continue to happen at the school's parent council meetings and further questions or concerns will be brought forward at a future Catholic School Advisory Council meeting in February 2026. A question was asked if the budget process will have a similar feedback process and it was noted that as part of the annual budget process, a survey is sent out annually to all stakeholders seeking input for the future school year budget.

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Committee of the Whole refers the Governance Review Update to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.5 Quarterly Reporting - Senior Team and Trustee Expenses

Director McDonald presented the quarterly senior team and trustee expense report. The report spoke about the need for fiscal responsibility through transparent and accountable management of discretionary expenses and contained a recommendation to present quarterly expense summaries at public meetings. At the Board meeting on June 24, 2025, the first expense summary was submitted. In compliance with this, Appendix A represents the expenses of the trustees and senior team of the Board from September 2024 to August 2025. Director McDonald noted that these are expenses submitted from June – August 2025. Some expenses may have occurred prior to June 2025 but were not submitted in the noted timeframe.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Senior Team and Trustee Expenses report for expenses incurred from September 2024 to August 2025.

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5.6 Summer Programs Update

Superintendent Della Fortuna presented the summer programs update for the 2024-2025 school year. The Continuing Education program offered a wide range of summer learning opportunities to support student achievement, engagement, and well-being across the district. These included Night School Reach Ahead Grade 9 Tech Semester 2, Summer School eLearning, Summer School Coop, Summer School In-Person Tech Reach Ahead, Summer School Reach Ahead eLearning, SMCLC Satellite Campus In-person Learning, Focus on Youth, Camp Blast, Ready Set Go, International and Indigenous Languages, Elementary PLAR (Prior Learning Assessment and Recognition). The success of these programs was highlighted to the board.

Moved by: Mark Watson

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Summer Programs Update Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence

6.1 Start Up Enrollment and School Organizations Update

Superintendent Greco provided an update regarding the startup enrollment and school organizations for the 2025-2026 school year. The BHNCDSB continues to see tremendous growth year over year as the board has added an additional 500 students from the previous year. It was noted that the Board is in compliance with ministry classroom sizes in both elementary and secondary and the average size of a full day kindergarten classroom is 23 students, with only a few classes over 30 students.

6.2 New School Build Updates

Director McDonald provided some updates on the new school build capital projects. The tremendous work of Rajini Nelson, Superintendent of Business, Lou Citino, Senior Manager of Facility and Construction Services, Nancy Sauve, Manager of Procurement and Risk Management Services, Norm Cicci Manager of Information Technology Services and their teams, along with Kerri Lomax, Principal at Pope Francis Catholic Elementary School and all of her staff were highlighted for opening the school on time and for how smoothly everything ran on the first day of school.

The approval to proceed was received from the Ministry for the future Brantford Catholic Secondary School (St. Padre Pio Catholic Secondary School) and the next steps include waiting for current tenders to close and be awarded.

The future sites for the Southwest Brant and Paris Catholic Elementary Schools are in the works. Board staff have been working with both County and City officials working through the process of purchasing the land. Several boundary review committee meetings are currently in progress and Trustees will receive a final report from the committees and ultimately vote on the recommendations.

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Committee of the Whole receives the information and correspondence since the last meeting.



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7. Business In-Camera

Moved by: Dennis Blake

Seconded by: Dan Dignard

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: Bill Chopp

Seconded by: Mark Watson

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

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: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the September 23, 2025, meeting.

Carried

Next meeting: Tuesday, October 28, 2025 - 4:30 p.m. – Boardroom