



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Agenda

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

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### Committee of the Whole Tuesday, January 18, 2022 ♦ 7:00 pm Microsoft Teams

**Members:** **Trustees:**  
Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard,  
Mark Watson, Aidan O'Brien (Student Trustee)

**Senior Administration:**  
Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Rob De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

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#### 1. Opening Business

- 1.1 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, for ever and ever. Amen*
- 1.2 Attendance
- 1.3 Approval of the Agenda Pages 1-2
- 1.4 Declaration of Interest
- 1.5 Approval of Committee of the Whole Meeting Minutes – November 16, 2021 Pages 3-8
- 1.6 Business Arising from the Minutes

#### 2. Presentations

#### 3. Delegations

#### 4. Consent Agenda

- 4.1 Unapproved Minutes of the Faith Advisory Committee - November 18, 2021 Pages 9-11
- 4.2 Unapproved Minutes of the Regional Catholic Parent Involvement Committee - November 24, 2021 Pages 12-18
- 4.3 Unapproved Minutes of the Friends of the Educational Archives AGM - October 13, 2021 Pages 19-20
- 4.4 Unapproved Minutes of the Budget Committee – December 14, 2021 Pages 21-24

#### 5. Committee and Staff Reports

- 5.1 Integrated Accessibility Plan Annual Report (to be distributed)  
Presenter: Scott Keys, Superintendent of Business & Treasurer

#### 6. Information and Correspondence

- 6.1 COVID Update



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### 7. Trustee Inquiries

### 8. 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,
- The security of the property of the board;
  - 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;
  - The acquisition or disposal of a school site;
  - Decisions in respect of negotiations with employees of the board; or
  - Litigation affecting the board.

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

### 10. Future Meetings and Events

Page 25

### 11. 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*

### 12. Adjournment

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**Next meeting:** Tuesday, February 15, 2022, 7:00 p.m. – Boardroom



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

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**Committee of the Whole  
Tuesday, November 16, 2021 ♦ 7:00 pm  
Boardroom/Microsoft Teams**

**Members:** **Trustees:**  
Rick Petrella (Chair), Carol Luciani (Vice Chair), Cliff Casey, Bill Chopp, Dan Dignard,  
Mark Watson, Aidan O'Brien (Student Trustee)

**Senior Administration:**  
Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Rob De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

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**1. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with prayer led by Vice Chair Luciani.

**1.2 Attendance**

Attendance was as noted above.

**1.3 Approval of the Agenda**

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 agenda of the November 16, 2021 meeting.

**Carried**

**1.4 Declaration of Interest – Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – October 19, 2021**

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 19, 2021 meeting.

**Carried**

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

**2. Presentations - Nil**

**3. Delegations – Nil**



**4. Consent Agenda**

**4.1 Unapproved Minutes from the Mental Health Steering Committee Meeting - June 10, 2021**

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Mental Health Steering Committee Meeting of June 10, 2021.

**Carried**

**4.2 Unapproved Minutes from the Special Education Advisory Committee Meeting - September 21, 2021**

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Special Education Advisory Committee Meeting of September 21, 2021.

**Carried**

**4.3 Unapproved Minutes from the Special Education Advisory Committee Meeting - October 19, 2021**

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Special Education Advisory Committee Meeting of October 19, 2021.

**Carried**

**4.4 Unapproved Minutes from the Accessibility Committee Meeting – October 25, 2021**

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Accessibility Committee Meeting of October 25, 2021.

**Carried**

**4.5 Unapproved Minutes from the Student Transportation Services Brant Haldimand Norfolk Board of Directors Meeting - November 2, 2021.**

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Student Transportation Services Brant Haldimand Norfolk Board of Directors Meeting of November 2, 2021.

**Carried**

**5. Committee and Staff Reports**

**5.1 Unapproved Minutes and Recommendation from the Accommodations Committee - November 1, 2021**

Trustee Dignard, Chair of the Accommodations Committee, reviewed the business of the November 1, 2021 Accommodations Committee of the Whole meeting and brought forward the following recommendation:



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- THAT the Committee of the Whole refers the actions as outlined in the Capital Planning Update Report to address accommodation pressures in the Board to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Accommodations Committee Meeting of November 1, 2021.

**Carried**

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Accommodations Committee Meeting of November 1, 2021.

**Carried**

### 5.2 Insurance Renewal

Superintendent Keys reviewed details of the Board's 2022 insurance renewal with the Ontario School Boards' Insurance Exchange (OSBIE). He noted that the rates are adjusted based on the board's experience in the past year and the board will have cyber coverage going forward.

Chair Petrella recommended a discussion regarding cyber security be brought forward to the Information and Technology Governance Committee.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2022 insurance renewal premium, payable to the Ontario School Boards' Insurance Exchange, in the amount of \$145,473, excluding PST.

**Carried**

### 5.3 Trustee Honoraria

Superintendent Keys reviewed Ontario Regulation 357/06 which outlines the method for calculating the limits on honoraria paid to trustees under section 191 of the Education Act. It was noted that the calculations are established on a base amount, enrolment and Chair/Vice Chair status. For the term of office beginning December 1, 2021 to November 14, 2022, the only change to trustee honoraria will be the impact of enrolment changes. A chart outlining this year's calculations was shared.

Chair Petrella requested staff to review relevant policies.

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Trustee Honoraria for the period December 1, 2021 to November 15, 2022.

**Carried**



#### **5.4 Trustee Expenses**

Superintendent Keys presented a summary of trustee expenses in the areas of travel, communications, professional development, and 'other' for the 2020-21 school year. As per policy, trustee expenses are to be posted on the Board's website annually.

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Committee of the Whole refers the Trustee Expenses Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

#### **5.5 Mental Health and Well Being Strategy in BHNCD SB Update**

Superintendent Greco provided an outline of the Mental Health and Wellbeing Strategy which is led by the Mental Health and Addictions Strategy Steering Committee. Working groups were created to focus on pillars of the annual action plan including capacity building, programming, equity, system coordination and engagement. Last year the support services team provided support 975 students families throughout the year and provided professional development for staff. The Board created a successful initiative that received provincial recognition. The initiative connects students to kids helpline and teaches them how to use it. It was recognized by School Mental Health Ontario as best practice and shared with other boards.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Mental Health and Wellbeing Strategy Update to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

#### **5.6 EQAO Update**

Superintendent Temple shared an update on EQAO. This year the format is an online digital platform and will have Grades 3 and 6 participating in spring. Students in grade 9 have participated recently in early November. The assessment will count for students' overall grade if it does not negatively impact their grade. Graduating grade 12 students do not have to participate in the writing of the OSSLT this year, however, Grades 10 and 11 students need to participate.

Trustee Chopp asked if any issues were encountered during the process. Superintendent Temple advised of some technical issues downloading info which was resolved.

Student Trustee O'Brien noted that some students missed out on computer lab time because of EQAO scheduling. Superintendent Temple will review the feedback and look for methods that my work better.

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the EQAO Update for the 2021-22 school year to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**



## **5.7 Coding Initiative**

Superintendent Temple shared an overview of the revised Math Curriculum for Grades 1 to 8, including coding expectations. She advised that STEM educators have been teaching the coding expectations and providing comments for classroom educators for report card. A three-year plan for support and Professional Development surrounding the coding expectations has been created. Learning for educators will include presentations, virtual learning and support answering questions about expectations and curriculum.

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Coding Initiative update for the 2021-22 school year to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

## **5.8 Ontario Catholic School Trustees Association Annual Membership Fees**

Chair Petrella reviewed the fee structure used to determine this year's membership fees with the provincial Trustees' Association.

Moved by: Carol Luciani

Seconded by: Cliff Casey

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves continued membership with the Ontario Catholic School Trustees' Association and remits the annual fee of \$48,570.17 for the 2021-22 school year.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves continued payment of the F.A.C.E levy with the Ontario Catholic School Trustees' Association and remits the annual fee of \$945.20 for the 2021-22 school year.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves GSN funding for Central bargaining with the Ontario Catholic School Trustees' Association and remits the fee of \$55,384.00 for the 2021-22 school year.

**Carried**

## **6. Information and Correspondence**

### **6.1 COVID Update**

Director McDonald provided notified the Board of the temporary closure of St. Frances Cabrini School. The school was temporarily closed under the director of Haldimand Norfolk Health Unit due to increasing numbers in positive COVID cases affecting multiple cohorts.

Trustee Chopp inquired as to vaccination rates for high school students. Director McDonald advised that public health will hold that specific data.

Trustee Casey requested an update on HEPA units. Superintendent Keys noted that data is measured by particles per million on what it is drawing from the air. The mechanical system as a whole hosts the data. Staff will report back with data.



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Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence since the last meeting.

**Carried**

**7. Trustee Inquiries - Nil**

**8. Business In-Camera**

Moved by: Mark Watson

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**

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

Moved by: Bill Chopp

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 attention to the upcoming meetings and events.

**11. Closing Prayer**

The closing prayer was led by Chair Petrella.

**12. Adjournment**

Moved by: Carol Luciani

Seconded by: Mark Watson

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the November 16, 2021 meeting.

**Carried**

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**Next meeting:** Tuesday, January 18, 2022, 7:00 p.m. – Boardroom





**Faith Advisory Committee (FAC)  
Thursday, November 18, 2021 ♦ 1:00 p.m.  
Microsoft TEAMS**

- Present:** Aidan O'Brien, Father Luke Kopaniak, Tara Williams, Heather Graham, Andrew Hall, Lorrie Temple, Keri Calvesbert
- Regrets:** Dan Dignard, Tom Laracy, Tracey Austin, Father Augustine Ogundele, Father Ronald Angervil, Carole Allen
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**1. Land Acknowledgement and Opening Prayer**

Lorrie Temple shared the Land Acknowledgement and opened meeting in prayer.

**2. Welcome**

Lorrie welcomed members of the committee.

**3. Approval of the Minutes**

The minutes of the September 23, 2021 meeting were approved.

**4. Information and Discussion Items**

**4.1 Board Website Updates**

Lorrie Temple gave an overview of the new refresh of the "Our Faith" pages of the Board website. Content has been updated to inform and celebrate Catholic Education in our communities. Webpages under tab include: Welcome to Catholic Education, 2021-2022 Board Theme, Religion and Family Life Programs (Elementary and Secondary), Our Dioceses, Our Parishes, Living our Faith (Events), Resources, and Catholic Education Week.

**4.2 The Year of St. Joseph – Ends on December 8th**

Andrew Hall shared a reminder that the Year of St. Joseph ends on December 8, 2021. Andrew asked us to consider ways in which we can acknowledge the closing of this important year in our school communities. Suggestions were made to include in our prayers an entrustment to St. Joseph and to consider incorporating a mention of the closing of this year in our Advent celebrations.

**4.3 Pope Francis to Visit Canada for Indigenous Reconciliation**

Andrew Hall suggested that once we are informed of the details about the schedule of the Pope's visit to Canada, we share information in our schools with our students about why Pope Francis is visiting and pray for his visit on a daily basis.

**4.4 Secondary Feedback on Spiritual Theme and Faith Day**

Tara Williams reported Faith Day was well received by Secondary staff at ACS. The Facilitator's Guide provided to Principals was helpful. ACS staff took advantage of the opportunities for much needed prayer and community building. Placemat activities were completed by all staff. Administration team at ACS asked staff to incorporate elements of relationship building into their Department Improvement Plans to help students reconnect to faith and community. Tara



continues to post “4 words” on a weekly basis at the school to remind staff of their hopes for this school year.

#### **4.4 Elementary Feedback on Spiritual Theme and Faith Day**

Heather Graham reported shared feedback collected from some Elementary Principal colleagues. Overall, staffs appreciated the opportunity to gather in prayer as school faith communities. Staffs liked that the Liturgy was provided centrally. The Facilitator’s Guide provided to Principals was well received. Principals were able to easily adapt the suggested activities to meet the needs of their communities. Staffs really like the consistency of the Board theme now connected with the OCSTA Catholic Education Week theme. Some considerations for next day include educators prefer a full day for Faith activities to be better able to bring things back into classrooms. Also, staff are missing the prayer cards.

#### **4.5 Diocesan – Deanery Updates**

Fr. Luke spoke to concerns about capacity limitations in churches. Currently, parishes are restricted to 25-30% capacity. Churches are asking for restrictions to be lifted to allow 50-75% capacity hopefully by the Easter season. The Diocese of Hamilton continues to catch up cohorts on Sacraments of Initiation. Currently, Priests are waiting for guidelines on Sacraments for the next cohorts. Fr. Luke expressed the return to pastoral ministry that once existed will not be easy as many have become comfortable with ‘remote praying’. It will be important for our schools and parishes to work together to promote the practice of Sunday Mass obligation.

#### **4.6 Give the Best of Yourself**

Aidan O’Brien and Andrew Hall reported Wellness Kits were well received by Secondary students. Weekly workout and reflection videos are being released via Twitter. It was suggested to consider asking school sports team members to distribute future items, if applicable. In Elementary, the Grade 8 students were excited to receive their Kits and T-shirts. Heather Graham reported the promo videos led to great discussions in classrooms after the announcements.

#### **4.7 Virtual Advent Evening Event**

Keri Calvesbert shared about the Virtual Advent Evening Event for staff being held on December 8, 2021 from 7:00 – 8:00 p.m. via Teams. Fr. Peter Ciallella will present on “Rebuilding, Restoring, Renewing in Advent”. Registration information to be sent out from Directors Office next week via email.

#### **4.8 Care for Our Common Home Resource**

OCSTA published, “Care for Our Common Home”. This resource is a collection of school board and classroom practices promoting stewardship of the earth. BHNCDSD purchased a copy for all schools and sites. For use, connections have been made between the resource and our Board Spiritual theme of “Rebuild, Restore, Renew Together.” In collaboration with the Diocese of Hamilton, certified Eco Schools in our district will be invited to participate in a virtual Saint John’s Bible visit to help make further connections between scripture, care for our common home, and Laudato Si’. Virtual visits will be opened to remaining schools following the targeted Eco School presentations.

#### **4.9 Religiosity in Canada and its Evolution**

For information purposes, Keri shared some insights from Statistics Canada, “Religiosity in Canada and its Evolution from 1985 – 2019” and encouraged committee members to read this document. The information can be used to inform home-school-parish relationships as there is a trend towards “cultural Catholicism”.



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**5. Questions/Discussions**

Fr. Luke briefly spoke to Diocese of Hamilton's parish process for consultation in the Synod. Lorrie Temple is hosting two online meetings for consultation in the school board for Diocese of Hamilton schools. Consultation will take place for Diocese of London and Diocese of St. Catharine's schools once they release their processes.

**6. Adjournment**

The meeting was adjourned by Lorrie Temple.

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**Next Meetings:** Thursday, March 24, 2022; Thursday, May 19, 2022.



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**REGIONAL CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING**  
**Wednesday, November 24, 2021 – 7:00 p.m.**  
**Virtual Microsoft Teams Meeting**

- Present:** Carol Luciani (Trustee), Robert De Rubeis (Superintendent of Education), Marcia DeDominicis (Principal Lead), Keri Chartrand (Principal, St. Theresa), Holly Claicovo, Samantha Declair, Megan Flexman, Jennifer McLaren Gibbons (Principal, St. Gabriel), Megan Gillanwater, Angela Hogeveen, Taren Hopkin, Chloe Huszczo, Rebecca Johnson, Peter Marchand (Principal, Our Lady of Providence), Stephanie Marr, Melanie Montague, Tara Morris, Heidi Pasztor (Principal, Our Lady of Fatima), Tammy Pogorzelski, Chantelle Purdy, Katherine Reko, Stéphane Rouleau (OAPCE Director), Jessica Spencer, Ella Stypa Jones, Marie Teskey (Chair), Gregory Wilson
- Guests:** Amanda Detmar (Clinician at Woodview), Heather Rosser (Social Worker), Dianne Wdowczyk (Mental Health Lead), Deb Young (Director of Services at Haldimand-Norfolk REACH)
- Regrets:** Melodie Spencer (Co-Chair)
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**1. Opening Prayer / Land Acknowledgement**

Marcia DeDominicis, RCPIC Principal Lead and Principal of Christ the King in Brantford, led the group in the opening prayer and provided the land acknowledgement by recognizing the Indigenous land on which we gather.

**2. Welcome and Opening Comments**

Superintendent De Rubeis welcomed Trustee Carol Luciani, all participants, and guests to the meeting. He briefly introduced the special presentation on mental health matters.

**3. Approval of Agenda – November 24, 2021**

Moved by: Marie Teskey

Seconded by: Rebecca Johnson

THAT the RCPIC approves the agenda of the November 24, 2021, meeting.

**Carried**



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**4. Declaration of Interest - Nil**

**5. Approval of the Minutes – June 9, 2021**

Moved by: Tammy Pogorzelski

Seconded by: Stéphane Rouleau

THAT the RCPIC approves the minutes of the June 9, 2021, meeting.

**Carried**

**6. Farewell and Welcome - Stéphane Rouleau & Marie Teskey**

Superintendent De Rubeis thanked Stéphane Rouleau for his prior work and involvement as the RCPIC Chair and Co-Chair, as well as his continued work as an Ontario Association of Parents in Catholic Education ("OAPCE") Director and representative for the Board and region. Stéphane Rouleau shared that he has been a member of RCPIC for the past seven to eight years and thanked the members of the committee for the opportunity to act as Chair. Superintendent De Rubeis welcomed Marie Teskey as the new RCPIC Chair for the 2021-22 academic year and wished her well in her new role. Marie Teskey shared that she has been a member of RCPIC for five years and thanked the members of the committee for the opportunity to work alongside Melodie Spencer as Co-Chair for the current academic year.

**7. Parents Reaching Out ("PRO") Grant Applications – Deadline December 17, 2021**

Superintendent De Rubeis recalled that parents and guardians play a vital role in the support of student achievement and wellbeing. PRO grants encourage parent engagement at the local, regional, and provincial levels by providing Regional Public and Catholic Parent Involvement Committees and School Councils funding to develop programs, events, or materials to support parents in their school communities. Each year, the school councils of publicly funded schools in Ontario are encouraged to identify potential project opportunities and apply for grants to support school-based initiatives focused on engaging parents in the education system. Examples of projects may include:

- Parent Workshops – math, reading
- Mental Health Information nights
- Social Media and Being Safe presentations



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- Guest Speakers – on a topic of interest among parents at a specific school
  - Workshops on Self Regulation
  - Developing resources for parents to use – translation of key communication documents from the school / Board
  - Virtual Yoga / exercise nights for parents

Parents and parent council chairs are encouraged to contact and work with their school administrator to share ideas or express an interest in organizing an event that can be supported through PRO Grants. A request of funds up to \$1,000.00 can be made to promote parent engagement within school communities. The deadline for applications to the Board is December 17<sup>th</sup>, 2021.

## **8. Ontario Association of Parents in Catholic Education ("OAPCE") Update**

Stéphane Rouleau shared that he is now acting as an OPACE Director and representative for the Board and region. He reported that OAPCE is the voice of parents and guardians of children enrolled in the publicly funded English Catholic System of Education in the Province of Ontario since 1939. OAPCE is the only Catholic parent association recognized by the Ministry of Education and is mandated through the Education Act in Regulation 612 School Councils. OAPCE provides a voice for parents who share a common goal in supporting the continuation and preservation of publicly funded Catholic Education in the province. OAPCE's central mandate is to share information with parents, to have them better informed of local school boards and Ministry of Education policies. He reported that the 'Rebuilding Resilience as Parents' webinar series was presented last Saturday with guest speakers Miguel Martinez, who spoke about coping through challenging times, and Sarah Wesbrooke and Paul Davis, who spoke about online safety and social media practices. OAPCE is planning to host its Annual General Meeting in Spring 2022. Information related to the AGM and the business of the meeting will be brought forth at the next meeting. Superintendent De Rubeis thanked Stéphane for his service as an OAPCE Director.

## **9. Parent Mental Health – Promoting Well-Being: Mental Health Matters**

Superintendent De Rubeis briefly recalled the mental health stresses experienced by parents/guardians, students, and staff brought on by the pandemic. He introduced and welcomed the following guest speakers: Dianne Wdowczyk, BHNCD SB Mental Health Lead, Heather Rosser, BHNCD SB Social Worker, Deb Young, Director of Services at Haldimand-Norfolk REACH, and Amanda Detmar, Clinician at Woodview. He noted the evening's presentation will focus on exploring



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mental health services available for children, youth, and families in Haldimand-Norfolk and Brantford/Brant, exploring ways to promote mental health and well-being of children and youth, and exploring ways to promote mental health and well-being of parents/guardians.

Dianne Wdowczyk thanked the members in attendance for welcoming her and her colleagues to the meeting. Dianne informed members in attendance that they would be provided with resources and links to assist with mental health and well-being. She began by stating that knowing when to reach out is the best way to support a child, recognizing when they are struggling and knowing where to get professional help.

### **9.1 Deb Young – Director of Services Haldimand-Norfolk REACH**

Deb Young thanked group members in attendance for welcoming her to the meeting. She shared her extensive background in social work. She noted that Haldimand-Norfolk REACH serves children and youth up to 18 years and their families who may be experiencing mental health issues. REACH provides access to child and youth crisis support, quick access support, and virtual and face to face services. She noted that there are opportunities to book an appointment for a “Discovery” meeting with a therapist. The Discovery is a collaborative process that provides a plan to explore service options, next steps, and available post Discovery programs. Other community services may be called into partnership to support children, youth, and families. Information can be found at [www.hnreach.on.ca](http://www.hnreach.on.ca) or by calling Contact H-N 1-800 265-8087 x 350. REACH’s crisis line and walk-in clinics are options for children, youth, and families who may need more immediate intervention.

### **9.2 Amanda Detmar – Clinician at Woodview**

Amanda Detmar thanked group members in attendance for welcoming her to the meeting. She shared the various community mental health services available in Brantford, specifically St. Leonard’s Community Services, Contact Brant, and Woodview. Access and services are like those provided at Haldimand-Norfolk REACH. Woodview’s mental health clinics have increased their capacity due to an increased demand for services. Families can book time with a clinician and receive an appointment within a week. Appointments are available 7 days week, either virtually or in person. Information can be found at [www.woodview.ca](http://www.woodview.ca) or by calling 519-752-5308 press 0 or texting 226-920-4427. Services include youth drop-in sessions four days week, quick and intensive services, elementary and secondary day services, “stop now and plan” services, anxiety and autism services, and “wrap around” programs



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for families with complex mental health needs. There are caregiver peer-support groups also available once per month.

### **9.3 Dianne Wdowczyk – Mental Health Lead for the Board**

Dianne Wdowczyk shared work being done at the Board to promote mental health and well-being to remove the stigma of seeking help. She noted that there is a tiered approach to mental health supports at the Board. Tier one is the foundation where our Catholic educators provide the first steps to identifying and addressing mental health concerns with students, families, and staff. Pathways to care creates partnerships with Board special education resource teachers, social workers, child and youth workers, parishes, and families to provide school based mental health supports to enable students to succeed.

Dianne shared statistics currently showing a 45% increase in stress for children and youth over the past 30 years, not accounting for the current pandemic. Dianne spoke to the group about resiliency, the ability to deal with, recover from and overcome from hardship, misfortune, change or shock, and the ability to “bounce back” due to current changes. She noted that parents/guardians can’t give their children resiliency, but parenting does have a major impact on resiliency. It is important to build strong, healthy relationships and to make quality time for each other as educators, parents/guardians and children who all have experienced ongoing stresses from the pandemic.

### **9.4 Heather Rosser - MSW for the Board**

Dianne Wdowczyk welcomed Heather Rosser, MSW for the Board. Heather works predominantly out of Holy Trinity Catholic High School in Simcoe and the Haldimand-Norfolk area. Heather noted that if services provided by the Board do not address a child or youth’s mental health needs, the Board has access to other services within the community to provide the best “fit.” Any child under the age of 18 requires parental consent to gain access to mental health services; however, engagement with children may be kept confidential but parent/guardian support is recommended. She noted that self-care for parents/guardians is key to help support resiliency in children and youth. She shared that all parents/guardians are using more screen time with their children due to employment and school needs; however, it is important to schedule time with each child to enjoy time together. Regression during the pandemic can be normal as children and youth may not be hitting development milestones.





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Further to Dianne's update, Heather reiterated the importance of staying connected with our children and how we are all impacted by the pandemic. Heather focused on taking the time to listen to our children through good communication and to pay attention to what they are saying to validate their feelings. Heather encouraged parents/guardians to be respectful and model the respect to their children and continue to give them the space to express how they are feeling. It was recommended for parents/guardians to avoid the use of cellphones to communicate with children to engage in meaningful conversations.

Dianne provided an update on the different types of parenting, for example, authoritarian; no room for negotiation and laissez-faire, where not a lot of guidance is being provided. Dianne and Heather encouraged parents/guardians to help their children understand the "why" and recognize consequences to help our children make independent decisions. Supporting resiliency can be taught by optimistic thinking which may be difficult during the pandemic; however, parents/guardians are encouraged to gently challenge negative thoughts, demonstrate a more positive view, and model optimistic thinking. Supporting resiliency can also help children deal with stress by eliminating or minimizing most harmful kinds of stress; however, the goal should not be to eliminate all sources of stress but to teach children to help themselves or seek help from others. Dianne and Heather recalled the past 20 months and what they have taught us about being resilient and to be hopeful for the future, specifically preparing for a stress-free Christmas break and a January return to routines. Dianne and Heather concluded with tips for parents/guardians to help their children and themselves to maintain healthy habits, promote self-care, good mental well-being, and how to be kind to oneself.

Links to additional resources are included here:

For information on how to promote well-being at home visit: <https://smho-smso.ca/blog/online-resources/easy-and-fun-mental-health-activities-for-home/>

For information for parents who may have concerns with their child's mental health visit:

<https://smho-smso.ca/wp-content/uploads/2021/02/Info-sheet-noticing-concerns.pdf>

<https://smho-smso.ca/wp-content/uploads/2021/05/Tip-Sheet-How-Do-You-Know-If-You-Should-Be-Concerned.pdf>

For information for parents who want to learn more about suicide prevention visit: [PREPARE; PREVENT; RESPOND: A Suicide Prevention Guide for Parents and Families During COVID-19 and Return to School \(smho-smso.ca\)](#)



For information about the free webinar being hosted by Bayridge Counselling Centre - Monday November 29<sup>th</sup>, 2021 [Families Fractured by COVID-19 \(learnworlds.com\)](https://www.learnworlds.com). New users will need to make a free account first to register.

For information about **BounceBack®** - a free skill-building program managed by the Canadian Mental Health Association (CMHA). Visit: <https://bouncebackontario.ca/>. This program is designed to help **adults and youth 15+** manage low mood, mild to moderate depression and anxiety, stress or worry. It is delivered over the phone with a coach and through online videos and includes access to tools that can support you on your path to mental wellness. Remember, it's essential to take care of YOU!

### **Closing Remarks/Adjournment**

Superintendent De Rubeis and Marcia DeDominicis thanked members and guests for their continued support and for taking the time to attend the meeting. The next RCPI meeting is scheduled for Wednesday, February 23<sup>rd</sup> at 7:00p.m.

The meeting adjourned at 8:45p.m.

## **Friends of the Educational Archives**

### **Annual General Meeting Minutes**

**Wed. Oct. 13, 2021 7:00 PM**

#### **Waterford United Church Auditorium**

Present (physically): Carol Ann Sloat, Jean Montgomery, Janice Schweder, Bob Stevenson, Lorna Thomson, Diane Crowdis

Present virtually on Zoom hosted by Josh Klar: Betsy McBurney, Sylvia Weaver

1. Welcome – Janice Schweder
2. A Special Zoom presentation was given by Josh Klar, Norfolk County Archivist since 2018. Via power point he laid out and explained the major priorities he thought we should think about for moving forward with our Archives. His talk was detailed, interesting and informative.
3. Approval of Minutes: approval moved by Bob Stevenson, seconded by Lorna Thomson
4. Declaration of Conflict of Interest – none
5. Treasurer's Report – Jean stated that we have not had too many expenses and finances are in good shape (see attached financial statement) approval moved by Jean Montgomery and seconded by Carol Ann Sloat
6. President's Report – Janice said that there is not much to report as we haven't been able to meet and work at the Archives due to Covid restrictions. We have, however, kept in touch and have been applying for grants. We have received \$1030 from HODG recently. We are still working on being open to the public and hope to resume our weekly Work Bees soon. Even though that is on hold we continue to do what we can off-site.

7. Meeting dates for the upcoming year: January 19, 2022 at 4:00 PM, May 18, 2022 at 4:00 PM, September 21, 2022 at 7:00 PM (all meetings are on a Wednesday and executive meetings will take place one hour prior to the scheduled meeting)
8. Confirmation of Officers for the next 2 years by Bob Stevenson:  
President – Janice Schweder, Vice President – Carol Ann Sloat  
Secretary – Diane Crowdis, Treasurer – Jean Montgomery  
  
Past President – Bob Stevenson
9. Remarks by GEDSB: Carol Ann thanked all of us for what we do.
10.
  - We reviewed our insurance policy renewal when we met as an executive. We compared OHS to OSBE and decided that OSBE had better coverage for a little higher premium.
  - Holding future meetings off-site would make them more interesting. Places to explore to hold the May meeting could include the Woodland Cultural Centre in Brantford, Kathy Smith's private school, Everlasting Tree, located on Six Nations and Cottonwood Mansion in Haldimand which is an historical museum related to the Hoover family.
  - Memberships \$10



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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

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### Budget Committee Tuesday, December 14, 2021 – 4:30 p.m. Boardroom / Microsoft Teams

#### Trustees:

**Present:** Rick Petrella (Chair), Bill Chopp, Cliff Casey, Dan Dignard, Carol Luciani

#### Senior Administration and Staff Members

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Jagoda Kirilo (Manager of Financial Services)

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## 1. Opening Business

### 1.1 Opening Prayer

The meeting was opened with prayer led by Chair Petrella.

### 1.2 Attendance

Attendance was noted as above.

### 1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Rick Petrella

THAT the Budget Committee approves the Agenda of December 14, 2021.

**Carried**

### 1.4 Declaration of Interest: Nil.

### 1.5 Approval of the Minutes of June 21, 2021

Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Budget Committee approves the Minutes of June 21, 2021.

**Carried**

### 1.6 Business Arising from the Minutes: Nil.

## 2. Staff Reports & Information Items

### 2.1 2021-22 Revised Estimates

Superintendent Keys informed trustees that, annually, the Ministry requires school boards to complete revised estimates to address significant changes from their original estimates, which were submitted the previous June.



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A balanced budget continues to be projected for 2021-22. The Board's overall Average Daily Enrollment (ADE) is projected to increase by 124 students for a total of 10,916 students. Projections indicate that over 200 students will be enrolled into our elementary schools and, although there was a decrease in secondary ADE, primarily driven by an increase in the number of part-time students, secondary enrollment is expected to increase.

Revenue and Expenses are expected to increase by approximately \$2.1 million, primarily due to an increase in overall ADE, requiring additional classroom and virtual teachers and other student supports. Much of virtual school staffing is funded through the Ministry's COVID-19 supports. Additional projects and initiatives have been financed through Priorities and Partnerships Funding (PPF), i.e., Connectivity at Schools program and other curriculum initiatives.

Additional staff have been hired to address other health and safety needs, accommodation requirements, and mental health supports have also been financed through PPF.

There was also a reduction in our teacher experience and qualification funding, which resulted from a lower experience factor realized through the hiring process.

Trustee Luciani inquired as to how the mental health monies had been spent? Mr. Keys noted that the funds had been used on human resource supports, additional social workers and additional child and youth workers. She also inquired as to the status of the Supervisor of Social Work position. Mr. Keys reported that the Supervisor of Social Work position had been filled and the successful candidate recently began their employment with the Board.

Trustee Chopp inquired as to where the revenues from rentals were derived? Mr. Keys reported that revenues were received from the Board's daycare centers as community use of school rentals were not permitted.

Moved by: Carol Luciani

Seconded by: Rick Petrella

THAT the Budget Committee refers the 2021-22 Revised Estimates Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

## 2.2 Annual Report on Accumulated Surplus

Superintendent Keys presented an update on the accumulated surplus balance following the fiscal 2020-21 year-end reporting and 2021-22 revised estimates.

As of August 31, 2021, the Board's accumulated surplus was approximately \$30.8 million. This amount is comprised of required commitments, specific purpose reserves, and unappropriated amounts. A summary is provided in Appendix A of the report.

He noted that the Board has an operating contingency of 2.5% of its operating allocation which, according to Ministry benchmarks, placed the Board in a low financial risk position. The Board has approximately \$18.7 million in requirement commitments, \$3.8 million in specific purpose reserves, and \$8.3 million in unappropriated funds.



# BRANT HALDIMAND NORFOLK Catholic District School Board

## Minutes

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Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Budget Committee refers the Annual Report on Accumulated Surplus to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 2.3 2022-23 Budget Plan

Superintendent Keys outlined the Board's timeline for submission of the 2022-23 budget, in accordance with Ministry regulations. He noted that the chart outlined in the report, indicates the dates most relevant to the Trustees, which includes three Budget Committee meetings, a public consultation survey, and Board approval dates. Mr. Keys commented that Appendix A provides further detail on the 2022-23 Budget Schedule.

Moved by: Carol Luciani

Seconded by: Rick Petrella

THAT the Budget Committee refers the 2022-23 Budget Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 3. Trustee Inquiries:

With regard to the 2021-22 Revised Estimates report, Trustee Luciani asked that, if possible, specific dollar amounts and references to specific data be included in Board report. Superintendent Keys noted that most of the specific information is included on the dashboard (Appendix A) of the Report.

Trustee Chopp inquired if the 2021-22 year is the final year for collective agreements and, if so, would any salary increases be effective as of September 2022? Superintendent Keys noted that negotiations for new collective agreements will most likely begin after the June 2, 2022 general election and all negotiated salary increases would be funded through the Ministry of Education.

Trustee Casey inquired as to whether a report would come to the Board regarding surplus funds, i.e., possible uses of the funds, how it will be spent, etc.? Superintendent Keys reported that a report will come to the Board in January 2022, which will outline proposed uses of the funds and recommendations for the surplus funds. Chair Petrella asked that the report be finalized before February 21, 2022 (Family Day).

Trustee Casey inquired about construction costs for the daycare centre at Our Lady of Providence Catholic Elementary School. Superintendent Keys noted that construction costs stayed within the budget and the construction was completed within the projected time frames. He also reported that the daycare centre at Holy Trinity Catholic High School is projected to be within budget. He noted that the anticipated opening for the daycare centre will be in mid-March 2022.

Regarding the 2022-23 Budget Process, Trustee Chopp inquired as to whether a zero-based budget process will be used again? Mr. Keys advised that a zero-based budget process will be used again for the upcoming budget.



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

## **Minutes**

Catholic Education Centre  
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### **4. Business of the In-Camera Session**

Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Budget Committee moves to an in-camera session.

**Carried**

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

Moved by: Carol Luciani

Seconded by: Rick Petrella

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

**Carried**

### **6. Future Meetings**

Chair Petrella noted that the next Budget Committee Meeting has been scheduled on Monday, April 25, 2022.

### **7. Adjournment**

Moved by: Rick Petrella

Seconded by: Carol Luciani

THAT the Budget Committee adjourns the meeting of December 14, 2021.

**Carried**

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**Next Meeting:** Monday, April 25, 2022 – 3:00 pm  
Tuesday, June 14, 2022 – 3:00 pm



**2021-22**  
**Trustee Meetings and Events**

<b>Date</b>	<b>Time</b>	<b>Meeting/Event</b>
February 22, 2022	9:00 am	Student Transportation Services BHN
February 23, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
<b>January 25, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
February 9, 2022	3:00 pm	Executive Council Meeting
February 10, 2022	3:00 pm	Policy Committee
February 15, 2022	1:00 pm	Special Education Advisory Committee
<b>February 15, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>February 22, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
February 28, 2022	1:00 pm	Accessibility Steering Committee
March 9, 2022	3:00 pm	Executive Council Meeting
March 10, 2022	3:00 pm	Policy Committee
March 15, 2022	<b>1:00 pm</b>	Special Education Advisory Committee
<i>March 14-18, 2022</i>		<i>MARCH BREAK</i>
<b>March 22, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
March 24, 2021	1:00 pm	Faith Advisory Committee
<b>March 29, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
April 13, 2022	3:00 pm	Executive Council Meeting
April 14, 2022	3:00 pm	Policy Committee
April 19, 2022	1:00 pm	Special Education Advisory Committee
<b>April 19, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
April 21-23, 2022		OCSTA AGM & Conference
April 25, 2022	3:00 pm	Budget Committee
<b>April 26, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
April 27, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
<i>May 1 - May 6, 2022</i>		<i>Catholic Education Week</i>
May 11, 2022	3:00 pm	Executive Council Meeting
May 12, 2022	3:00 pm	Policy Committee
May 17, 2022	1:00 pm	Special Education Advisory Committee
<b>May 17, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
May 19, 2021	1:00 pm	Faith Advisory Committee
May 24, 2022	9:00 am	Student Transportation Services BHN
<b>May 24, 2022</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
May 25, 2022	7:00 pm	Regional Catholic Parent Involvement Committee
May 30, 2022	1:00 pm	Accessibility Steering Committee
June 2-4, 2022		CCSTA AGM
June 9, 2022	3:00 pm	Policy Committee
June 14, 2022	3:00 pm	Budget Committee
June 15, 2022	3:00 pm	Executive Council Meeting
June 20, 2022	5:00 pm	Audit Committee
June 21, 2022	1:00 pm	Special Education Advisory Committee
<b>June 21, 2022</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>June 28, 2022</b>	4:30 pm <b>7:00 pm</b>	St. John's College Graduation <b>Board Meeting</b>
June 29, 2022	4:45 pm	Assumption College Graduation

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