



# 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, May 21, 2024 ♦ 7:00 p.m. Boardroom

#### Trustees:

Rick Petrella (Chair), Carol Luciani (Vice-Chair), Dennis Blake, Bill Chopp, Dan Dignard, Mark Watson, Caroline Goveas, Mia Martorelli (Student Trustees)

#### Senior Administration:

Mike McDonald (Director of Education & Secretary), John Della Fortuna, Kevin Greco, Lorrie Temple, Phil Wilson (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, forever and ever. Amen*

### 1.2 Attendance

### 1.3 Approval of the Agenda

Pages 1-2

### 1.4 Declaration of Interest

## 2. Presentations

## 3. Delegations

## 4. Consent Agenda

### 4.1 Unapproved Minutes of the Special Education Advisory Committee Meeting - April 16, 2024

Pages 3-4

### 4.2 Unapproved Minutes of the Faith Advisory Committee Meeting - April 18, 2024

Pages 5-7

### 4.3 Regional Catholic Parent Involvement Committee Meeting - April 29, 2024

Pages 8-9

## 5. Committee and Staff Reports

### 5.1 Bank Operating Credit Presenter: Mike McDonald, Director of Education & Secretary

Pages 10-11

## 6. Information and Correspondence

### 6.1 SEA/SIP Audit Presenter: Phil Wilson, Superintendent of Education

## 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:*
- a. *The security of the property of the board;*
  - b. *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;*
  - c. *The acquisition or disposal of a school site;*
  - d. *Decisions in respect of negotiation with employees of the board; or*
  - e. *Litigation affecting the board.*

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

**10. Future Meetings and Events**

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**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, June 18, 2024, 7:00 p.m. – Boardroom



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**SPECIAL EDUCATION ADVISORY COMMITTEE**  
Tuesday, April 16, 2024 – 1:00pm  
Microsoft Teams

- Members:** Mischa Dinsmore (Lansdowne Children’s Centre), Michelle Drake (Crossing All Bridges), Christina Ferrell (Woodview Children’s Centre), Kerri Lomax (Principal, Elementary), Shannon Mason (Principal Lead: Special Education Staffing), Linda McFayden (Contact Brant), Marilyn Noi (Autism Ontario), Jennifer Rudyk (Principal, Elementary), Phil Wilson (Superintendent of Education), Nil Woodcroft (Haldimand Norfolk REACH)
- Regrets:** Laura Bergeron (ad hoc), Brandi Bertling (Child and Family Services of Grand Erie), Dennis Blake (Trustee), Mary Bradford (Principal, Secondary), Tara Buchanan (Community Living Brant), Shannon Korber (Child and Family Services of Grand Erie), Patti Mitchell (Parent, County of Brant), Janelle Sandy (Indigenous Child and Youth Team at Child and Family Services of Grand Erie)
- Resources:** Sandra DeDominicis (Student Achievement Lead: Special Education), James Mombourquette, Glenn Thistle (System Special Education Consultant), Tracie Witteveen (System Special Education Consultant), Rachel Moreau (Orientation and Mobility Instructor)
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**1. Welcome and Opening Remarks**

Christina Ferrell welcomed the committee.

**2. Opening Prayer**

Sandra De Dominicis shared an opening prayer.

**3. Land Acknowledgement**

Superintendent Wilson read the board’s land acknowledgement.

**4. Approval of Agenda**

Moved by: Mischa Dinsmore

Seconded by: Nil Woodcroft

THAT the Special Education Advisory Committee approves the agenda of the April 16, 2024, meeting.

**Carried**

**5. Approval of the Minutes**

Moved by: Linda McFayden

Seconded by: Mischa Dinsmore

THAT the Special Education Advisory Committee approves the minutes of the March 19, 2024, meeting.

**Carried**

**6. Correspondence – Nil**

**7. Gifted Modules – Glenn Thistle**

The Brant Haldimand Norfolk Catholic District School Board’s (BHNCD SB) gifted program consisted of 31 students between Grades 4 to 8 and represented 16 of our schools across all three counties. Activities students participated in this year included STEM activities, a trip to Stratford including a workshop with actors, including math and science. Students have enjoyed the program as well as the various activities.

## **Sacramental Retreats - Tracie Witteveen**

We offer supplementary retreats for students who are “exceptional” in their learning and require differentiated instruction to help better understand the sacraments and enhance their learning. Students are provided with strategies, accommodations, and mentored support to help them actively participate in celebrating their faith and developing a deeper understanding and appreciation for their relationship with Christ.

## **Orientation and Mobility - Rachel Moreau**

Students are taught how to travel safely. Instructional areas include concept, motor and sensory development, visual and social skills, techniques of orientation and mobility, use of devices. Environmental analysis reports are completed to ensure accessibility for the students within the school environment.

## **8. Community Agency Updates**

### **Christina Ferrell**

Lansdowne Children’s Centre has posted caregiver workshops, available for registration, on their website. Caregivers do not have to be already connected to Lansdowne Children’s Centre to attend.

The Lansdowne Children’s Centre’s Autism Department is running a social skills group in July.

### **Linda McFayden**

Contact Brant is now settled into their new location at 255 Colborne Street in Brantford. The open house is May 15, 2024, from 2:00pm - 4:30pm.

### **Mischa Dinsmore**

Lansdowne Children’s Centre celebrated their fiftieth anniversary.

The “All About Me” forms have gone back to the schools.

The Tim Horton’s Smile Cookie campaign runs April 29, 2024, to May 5, 2024.

The Lansdowne Children’s Centre motorcycle charity ride, held in July, will be a 50/50 draw. Tickets can be purchased online.

### **Michelle Drake**

Crossing All Bridges Summer Camp registration opens May 1, 2024.

## **9. Student Achievement Lead and Superintendent of Education**

- The final training for the BHNCDSE Empower teachers has been completed.
- The BHNCDSE new Applied Behaviour Analyst Program Lead, Tara Baatnes has been heavily supporting the planning of our two new autism spectrum disorder classes. which we have renamed our ‘Spectrum Abilities Program. A parent session will be held April 29, 2024
- BHNCDSE has held several Educational Assistant Allocation meetings with school teams.
- BHNCDSE is holding our ‘Entry to School Case Conferences’ and gathering information about our new Junior and Senior Kindergarten students with unique challenges.
- BHNCDSE met with Ministry personnel and toured Sacred Heart School in Langton and St. John’s College, around compliance monitoring for the SIP and SEA Process
- BHNCDSE held a virtual Community of Practice meeting with all Special Education Resource Teachers, as well as a New Teacher Induction Program session on special education with educators from both panels.
- The dates for the 2024-2025 Empower Program are scheduled.
- Students are in the process of being selected for the Primary learning strategies class.
- Math audits will be finalized mid-May.

## **10. Closing Remarks/Adjournment**

Superintendent Wilson thanked everyone.

The meeting adjourned at 1:57 pm. The next meeting will be held on Tuesday, May 21, 2024, via Microsoft Teams.



**Faith Advisory Committee (FAC)  
Thursday, April 18, 2024 ♦ 1:30 p.m.  
Microsoft Teams Meeting**

**Present:** Dan Dignard (Trustee), Lorrie Temple (Superintendent of Education), Father Augustine Ogundele, Andrew Hall, Keri Calvesbert

**Regrets:** Carol Luciani (Vice-Chair of the Board, Heather Graham, Tara Williams, Tom Laracy, Carole Allen, Father Ronald Angervil, Father Stephen Murrin, Caroline Goveas (Student Trustee), Mia Martorelli (Student Trustee)

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**1. Opening Prayer**

Lorrie Temple opened the meeting in prayer.

**2. Welcome**

Dan Dignard welcomed members of the committee.

**3. Approval of the Minutes**

The Minutes of the January 23, 2024 meeting were approved.

**4. Information and Discussion Items**

**4.1 Lenten Experiences**

Keri Calvesbert shared that during Lent, two Evening Lenten Faith Formation opportunities for staff to visit Tiny Home Takeout in Kitchener, ON took place. On February 21<sup>st</sup>, 11 BHCNDSB staff attended and on March 20<sup>th</sup>, 15 BHCNDSB staff attended. The experience offered an opportunity for learning about the ministry, a tour of the Church and Kitchen/Volunteer area, opportunities for staff to work in the kitchen (i.e., food preparation, packaging meals), and greeting and serving guests at the Tiny Home outside. After serving, staff gathered with volunteers of Tiny Home Takeout to share a meal together. Feedback from these experiences was incredibly positive. Staff felt this was a meaningful way to put their faith into action where they not only served but were served.

**4.2 Diocesan Mass Update**

Keri Calvesbert explained plans for the Diocesan Mass for Catholic Education Partners in the Diocese of Hamilton scheduled for September 19, 2024, and hosted by BHCNDSB continue to move forward. All sub-committees reported their progress at the January planning meeting and a "Save the Date" has been sent out. The committee will meet again in May 2024 to finalize plans.

**4.3 New Family Life Education Curriculum 2023 (Grades 1-8)**

Keri Calvesbert shared that a new Ontario Catholic Elementary Curriculum Policy Document for Family Life Education in Grades 1-8 was released in December 2023 and will come into effect in our schools in September 2024. In February 2024, all BHCNDSB Elementary Administrators in the district were inserviced by Keri on the new FLE Curriculum document and received print copies of the document for distribution to each Grades 1-8 educator in their schools. On the



April PA Day, all Grades 1-8 educators in the district were inserviced about the new document via video recording by Keri. A new program is being developed to support this new FLE Curriculum and will eventually replace *Fully Alive* in all grades. "Blessed & Beloved" is the title of the new program and Grade 1 of this program will be released and ready for classroom use in the Fall 2024. For all other grades, *Fully Alive* will continue to be available as the only resource currently approved by the ACBO for use in Family Life Education, at this time. The proposed rollout of the new program for remaining grades: Grades 2-3 will be released in 2025, Grades 4-6 will roll out in 2026 and Grades 7-8 will be available in 2027. Until a new program is available for Grades 2-8, ICE will provide concordance charts to show educators how they can meet the new curriculum expectations using *Fully Alive*. These resources will be available in August 2024.

#### **4.4 Catholic Education Week Theme and Activities**

The 2024 Catholic Education Week Theme is "We are Called to Love." Keri Calvesbert provided an overview of CEW plans including the final season of daily #bhnNEWS. The videos are created and produced by Keri Calvesbert and Chris Rait, along with the help of a few Student Achievement Team members. Each video introduces the daily subtheme, opens the day in prayer, contains feature stories and highlights of 'all things Catholic Education' happening across the district and this year includes a Wellness Tip of Day as we celebrate Mental Health Week at the during the same week. The Catholic Student Leadership Awards afternoon leadership symposium and Evening Celebration will take place at St. John's College on Monday, May 6, 2024. The Catholic Education Week Provincial Mass livestream airs Wednesday, May 8, 2024 at 11:00 a.m. and can be joined at this link: <https://www.youtube.com/@stcatharinescathedral2914>. In anticipation of CEW and for planning purposes, Keri emailed the OCSTA Classroom resource packages including lesson plans for Elementary and Secondary to all Elementary Educators, Secondary Educators and Administrators in February 2024. The Diocese of Hamilton shared a CEW 2024 Package including Bishop Crosby's Messages for CEW in English and French, along with eight social media reels highlighting Catholic School Boards across the Diocese which can be accessed here: <https://www.hamiltondiocesecew.com>. All schools and sites are encouraged to use their Twitter/X accounts to share and celebrate CEW 2024.

#### **4.5 Secondary Faith Activities and any Ongoing Faith Day Activities Sharing**

Tara Williams will provide an update at the June meeting. Tara provided notes shared from Assumption College. ACS is currently working on a global social justice project to send a shipping container to the Sisters of Holy Cross Haitian Missions. This came about because of a presentation from Deb Sheldrake about her trips to visit the Haitian missions to the social justice class. Students expressed their desire to help in a significant way. Students found a sponsor who ships around the world for a business and Ms. Torto is working with the sponsor and shipper to help ACS send a container to Haiti (to port in the north in Cap Haitian away from the unrest in Port Au Prince). ACS is also looking at a shipping company who ships humanitarian aid to Haiti and has sent many containers in the past to the Sisters of Holy Cross in Haiti, which is permitted into ports even though closed to commercial shipping. To raise funds ACS plans to host events such as: Casual Dress Day, Grade 12 Night, Silent Auction (possibly), Raffle, and Paint Night.



Andrew Hall provided an update on faith activities at SJC. The Food Drive for St. Vincent de Paul was a success. Students carried a cross to every homeroom during the food drive as a way of connecting the food drive to faith. If students donated a canned good, donated on school cash online, or wrote a Lenten prayer intention, they were able to sign the cross. The signatures represented how they are the hands and feet of Christ and helped make a visual connection to the theme of "We Are Called to Love." Campus Ministry students made 20 Easter Eggs for Nova Vita. SJC celebrated an Easter Mass and a new Grade 9 student from Newfoundland sang the offertory song. The Campus Ministry group will be making a milk bag mattress in collaboration with the CWL. On April 21<sup>st</sup>, the SJC Senior Worship Band will be providing music ministry at Mass at Sacred Heart Parish at 9:00 AM. The Grade 12 grad retreat will be held at Camp Marydale. Spiritual Tours of the school have resumed and Grade 9 classes are participating. A May Crowning Liturgy of the Word is scheduled for May 2<sup>n</sup> with a focus on how Mary's soul magnifies the Lord and how this connects to our theme of "We Are Called to Love."

**4.6 Elementary Faith Activities and any Ongoing Faith Day Activities Sharing**

N/A Heather Graham will provide an update at the June meeting.

**4.7 Diocesan – Deanery Updates**

Fr. Augustine shared the Norfolk Catholic Family of Parishes will be acknowledging their CSLA recipients during Sunday Mass on May 5<sup>th</sup> followed by a luncheon to celebrate the students. Fr. Augustine spoke about students being invited through the schools to participate in Sunday Mass once per month. Students expressed their excitement and schools supported and encouraged this initiative by sending letters home. However, Fr. expressed his disappointment that parents/family support is lacking. He continues to pray and will press on to find ways to build relationships with parents/families.

**4.8 F.A.C.E. Updates**

N/A

**5. Questions/Discussion**

Trustee Dignard requested the engagement of students in Sunday Mass be included as an item of discussion on the June meeting agenda.

**6. Adjournment**

The meeting was adjourned by Trustee Dignard.

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**Next Meeting:** June 6, 2024 (Teams)



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**REGIONAL CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING**

**Monday, April 29, 2024 – 6:30pm**

**Microsoft Teams Meeting**

**Members:** Danielle Becks (Principal Lead), Carol Luciani (Trustee), John Della Fortuna (Superintendent of Education), Hillary Miles (Parent Co – Chair), Sarah Lebel (Parent Co – Chair)

**Guests:** Detective Constable Geoff Johnston (Tech Crime Unit – Brantford Police Service), Detective Constable Jet Khagura (Major Crimes Unit – Brantford Police Service), Charles WHEELER, Heather, Connie, Ashley Husack, Szombati, Cheryl, Kathryn, Lori Shea, Cindy Paterson, B Pereira, Melanie, Sara Howarth, Mangiardi, Pierrette, Eva, Alison, Mandy, Tessa Farrish, Dakota Brush, Shannon, Alix Consorti, Nyasha, Lorrie Ann Temple, Lindsay, Anna, Paula Felicia De Candia, Eva S, Violet Andrade, Charlene, Josie, Allina Davis, Leslie Dawdy (Wood), Remi, Sarah, Jennifer Rudyk, Heather Graham, Godstime, Josie, Philip Wilson, Roseanne Plant, Nancy Friesen, J k, Philip Wilson, Roseanne Plant, Nancy Friesen, SPH

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**1. Opening Prayer**

Trustee Carol Luciani led with a prayer.

**2. Land Acknowledgement**

Superintendent Della Fortuna provided a land acknowledgement.

**3. Welcome and Opening Comments**

Superintendent Della Fortuna welcomed all parents and Brantford Police Services.

**4. Approval of Agenda – April 29, 2024**

**5. Declaration of Interest - Nil**

**6. Approval of the Minutes – March 25, 2024**

**7. Update from Chair – Nil**





## **8. Online Safety and Social Media Awareness**

Detective Constable Geoff Johnston and Detective Constable Jet Khagura of the Brantford Police Service; shared a PowerPoint Presentation around internet safety, for children browsing the internet and using social media applications.

An introduction/welcome was completed for the new BHCNDSB School Resource Officer Dakota Brush.

## **9. Closing Remarks/Adjournment**

Superintendent Della Fortuna thanked all members, guests, and presenters for their support. The meeting adjourned at 7:15pm.

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**REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC  
DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE**

Prepared by: Mike McDonald, Director of Education & Secretary  
Presented to: Committee of the Whole  
Submitted on: May 15, 2024  
Submitted by: Mike McDonald, Director of Education & Secretary

**BANK OPERATING CREDIT**

Public Session

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**BACKGROUND INFORMATION:**

The *Education Act* requires that a school board approves an annual borrowing resolution empowering the Board to borrow, as required, by way of demand notes, to meet current obligations. The Board approved an operating credit of \$7.0 million for the 2010 year and has approved this operating credit amount each subsequent year since.

**DEVELOPMENTS:**

The operating requirements of the Board have not changed significantly. Operating credit enables the Board to meet its financial obligations when a timing issue occurs between payment by the Board and receipt of grants by the Ministry.

The total credit is as follows:

Operating Line:	\$7,000,000
Purchase Card	<u>300,000</u>
<b>TOTAL:</b>	<b>\$7,300,000</b>

The credit has a renewal date of September 1, 2024. The Board's Purchase Card credit is underwritten by US Bank.

**RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board approves:

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on September 1, 2024 and ending on August 31, 2025 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.

- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized, on behalf of the Board, to borrow from time-to-time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act, a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice-Chair and the Treasurer for the sums borrowed, plus interest, at a rate to be agreed upon from time-to-time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution, plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed, plus interest, all the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to CIBC from time-to-time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

**2023-24**  
**Trustee Meetings and Events**

<b>Date</b>		<b>Time</b>	<b>Meeting/Event</b>
May 21, 2024		1:00 pm	Special Education Advisory Committee
<b>May 21, 2024</b>		<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>May 28, 2024</b>		<b>7:00 pm</b>	<b>Board Meeting</b>
May 30, 2024		1:15 pm	Mental Health Steering Committee
May 30-June 1, 2024			CCSTA AGM
June 12, 2024		3:00 pm	Executive Council Meeting
June 17, 2024		5:00 pm	Audit Committee
<b>June 18, 2024</b>		<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>June 25, 2024</b>		<b>7:00 pm</b>	<b>Board Meeting</b>
June 27, 2024		4:45 pm 6:30 pm 7:00 pm	Assumption College Graduation Holy Trinity Graduation St. John's College Graduation

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