



**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, September 17, 2019 ♦ 7:00 pm  
Boardroom**

**Trustees:**

**Members:** Rick Petrella (Chair), Dan Dignard (Vice-Chair), Cliff Casey, Bill Chopp, Carol Luciani, Mark Watson

**Senior Administration:**

Michael McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Rob De Rubeis, Michelle Shypula and Lorrie Temple (Superintendents of Education)

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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: Cliff Casey

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the September 17, 2019 meeting.

**Carried**

**1.4 Declaration of Interest - Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes - June 18, 2019**

Moved by: Dan Dignard

Seconded by: Mark Watson

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the June 18, 2019 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 June 18, 2019 to the Brant Haldimand Norfolk Catholic District School Board for receipt.



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Moved by: Dan Dignard

Seconded by: Carol Luciani

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 Summary of 2018-19 Reports to Board

Director McDonald indicated that this is an annual report used to highlight the work of the Board in the previous school year.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the 2018-19 Reports to Board Summary to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 5.2 Excursion – Italy

Superintendent DeRubeis presented a request from Holy Trinity Catholic High School for students to travel to Italy from March 13 – March 22, 2020. 30 students from Grade 9 and Grade 12 will experience local culture and history by visiting museums, galleries and churches and will allow students an opportunity to look at the arts with no school days being missed.

In response to trustee inquiries regarding the travel agency and the curriculum, Superintendent DeRubeis indicated that the travel agency was EF Educational Agencies and that the hospitality teacher was joining the trip with a focus on arts, history, architecture and faith formation and thus the curriculum expectations were being met.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Holy Trinity Catholic High School for an excursion to Italy from Friday, March 13 to Sunday, March 22, 2020.

**Carried**

### 5.3 Excursion – Mission trip to New Orleans, LA

Superintendent DeRubeis presented a request for an excursion mission trip to New Orleans, Louisiana from Assumption College School, Holy Trinity Catholic High School and St. John's College from Friday, November 8 to Saturday, November 16, 2019. Students will be involved with the St. Bernard Project in a small construction and clean-up project as a result of Hurricane Katrina and other natural disasters.

As part of the selection process, students were required to complete an application form and the applications were reviewed based on the written response, academic standing and student's attendance. Superintendent DeRubeis further indicated that the cost of the trip will be covered through donations. One trustee was impressed the way the students were determined for this excursion.



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Moved by: Carol Luciani  
Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School, Holy Trinity Catholic High School and St. John's College for a mission trip to New Orleans, LA from Friday, November 8 to Saturday, November 16, 2019.

**Carried**

### 5.3 Camp Blast Summer Learning Program

Superintendent Temple provided information on Camp Blast Program that was intended to support students from Grade 1 and 2 who would benefit from reinforcement of their literacy skills. She indicated that the program operated at four sites this year. 110 students participated and over half of them improved their reading level in just 15 days. Data was shared with the teachers and the hope is to continue this throughout the school year.

In response to trustee inquiries regarding the funding for this program and supervision, Superintendent Temple indicated that individual families didn't have to pay. Some funding was given in the past and although the funding had been reduced from CODE; it was made up by the literacy budget in the Board. Also, the supervision was done by Principals and Vice Principals at summer school.

Moved by: Mark Watson  
Seconded by: Cliff Casey

THAT the Committee of the Whole refers the Camp Blast Summer Learning Program report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 5.4 Strategic Plan Process

Director McDonald indicated that the plan development will occur in three different phases: information gathering; review of previous plan, data analysis, and development of new plan; then implementation and monitoring of the plan.

To assist with the task of communication and data collection, Thought Exchange has been engaged and the messaging will be sent to the system. The aim is to reach out to all stakeholders to ask them a general question on how to make the Board a better place and gather feedback. Data will be collated by Thought Exchange. The Committee will be composed of representative stakeholders from all areas of the BHNCDSB community. Once the committee has developed the plan, it will be brought to the Board at the November Board meeting followed by the strategic roll out to the system. One trustee liked the idea of engaging Thought Exchange and the number of people that will be involved in this process.

Moved by: Cliff Casey  
Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Strategic Plan Process to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**



**6. Information and Correspondence**

Superintendent Keys provided information on the Business Services Customer Survey that was open till September 27, 2019. 145 responses were received till date. The purpose was to seek input and receive feedback from internal stakeholders to meet the changing needs of all employees. Data will be made available to the Board at the October Board meeting once the survey is closed and trends have been looked at.

Superintendent Shypula provided an update on the After School Skills Development Program with a focus on supporting students with autism spectrum disorder (ASD) having complex and varying needs. Skills development is an important component of learning that can help students with ASD reach their full potential in school and beyond. The Transfer process Agreement was received in August end which outlined the funding, program outcomes and deliverables. The Special Education and ABA leads have been brainstorming to solidify things and see what the program will completely look like around the funding umbrella.

In response to trustee inquiries regarding the staffing, timing and transportation for this program, Superintendent Shypula indicated that the aim is to have two programs at the elementary level in schools having high levels of autism. She also indicated that transportation funding was not provided by the Ministry and that the program will run on Tuesdays and Thursdays at one school and on Mondays and Wednesdays at the second school by the same individuals at both schools. Funding will have to be mapped out and we are looking at eight-week sessions per semester. Information pertaining to the final plan, number of students, hiring and delivery of service to autistic kids will be brought to the Trustees in a report at a future Board meeting.

Moved by: Mark Watson

Seconded by: Carol Luciani

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**

**8. Business In-Camera**

Moved by: Dan Dignard

Seconded by: Carol Luciani

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

**Carried**

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

Moved by: Bill Chopp

Seconded by: Dan Dignard

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.



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#### **11. Closing Prayer**

The closing prayer was led by Chair Petrella.

#### **12. Adjournment**

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the September 17, 2019 meeting.

**Carried**