



**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, October 15, 2019 ♦ 7:00 pm  
Boardroom**

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

**Senior Administration:**  
Mike 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: Dan Dignard

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

**Carried**

**1.4 Declaration of Interest - Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – September 17, 2019**

Moved by: Bill Chopp

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the September 17, 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 September 17, 2019 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**4.2** THAT the Committee of the Whole refers the unapproved minutes of the Friends of the Educational Archives Committee Meeting of September 17, 2019 to the Brant Haldimand Norfolk Catholic District School Board for receipt.



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- 4.3 THAT the Committee of the Whole refers the approved minutes of the Mental Health Steering Committee Meeting of June 14, 2019, 2019 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.4 THAT the Committee of the Whole refers the unapproved minutes of the Mental Health Steering Committee Meeting of September 25, 2019, to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.5 THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of September 26, 2019, to the Brant Haldimand Norfolk Catholic District School Board for receipt.

In response to trustee inquiries on agenda Item 4.3 and 4.4 - Mental Health Steering Committee Meeting minutes, Superintendent Shypula indicated that there is no funding provided to cover the costs of the Principals in attendance for this meeting. She also explained that resources on mental health are available in all schools and that the steering committee did not have any representation from Canadian Mental Health and trustee feedback would be considered.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives all reports and approves all motions under the Consent Agenda.

**Carried**

## 5. Committee and Staff Reports

### 5.1 Primary and Junior/Intermediate Class Size

Superintendent Keys presented the Primary and Junior/Intermediate class size report. He indicated that Memorandum 2019: SB14, requires school boards to submit detailed reports of their elementary class size date by October 31 of each school year and that the Board established class size compliance on the September 19, 2019 count date and the data had been submitted to the Ministry. He explained that it was a collaborative process involving the senior administration team and the administrators and no follow-up had been received from the Ministry yet.

In response to trustee inquiries on a portable being placed at Christ the King school, Superintendent Keys indicated that the portable was placed after taking space into account and this was not related to class sizes, and that the students were using the library and other reallocated spaces until the portable was moved.

The trustees also commended the Senior Administration team on getting the right numbers for the class size, as this would help develop staff competence and confidence in the future.

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Primary and Junior/Intermediate Class Size report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**



## **5.2 Ontario Catholic School Trustees' Association Annual Membership Fees**

Chair Petrella reviewed the fee structure used to determine the annual membership fees with the provincial Trustees' Association. He indicated that the fee was calculated on the base amount, student enrolment in 2018-19 and special F.A.C.E. levy for promoting and protecting Catholic education and that the fee was set out in Regulation 2016/15 and included in the GSN allocation.

Moved by: Cliff Casey

Seconded by: Dan Dignard

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 \$46,221.00 for the 2019-20 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 \$1 200.36 for the 2019-20 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 \$43,017 for the 2019-20 school year.

**Carried**

## **5.3 Programs for Students with Autism**

Superintendent Shypula explained the significant evolution that has taken place over the last 10 years in the province with respect to supporting students with autism. She noted that there are currently 181 students with autism in elementary and secondary schools across our system and provided an overview of the work being done by Ms. Donohue, Ms. Klinck and the support staff to support these students. She highlighted the ongoing training being provided to school staff, including Principals, Teachers, Educational Assistants and the Applied Behavior Analysis (ABA) team. She indicated that to date, 38 students, schools and families had participated in the Connections for Students model. With the recent Ministry funding changes and as per the Child Treatment Centre (CTCs) knowledge, students will continue to receive IBI services until March 2020. She noted that implementation of the After Schools Skills Development Program will be done based on the parameters established by the Ministry of Education and that the funding for this program extends to June 2022.

In response to trustee inquiries on the training opportunities to the educators, Superintendent Shypula indicated that the Geneva Centre for Autism Summer Institute offers free online series for educators on their website and that professional learning for educational assistants during Professional Activity days would focus on ABA strategies and evidence based content in alignment with the Geneva guidelines. She also indicated that the ABA leads function as resources; and recognizing the need for additional support, screening for the third ABA position had begun. The trustees noted the increase in the number of students over the years.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Programs for Students with Autism report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**



#### **5.4 Excursion – Germany, Czech Republic, Poland and Hungary**

Superintendent De Rubeis, presented a request from Assumption College School for an excursion to Germany, Czech Republic, Poland and Hungary from Friday, June 26, 2020 to Sunday, July 5, 2020. Students will have the opportunity to gain a deeper understanding of Eastern European culture and history. The tour will also provide the attendees insights to social, economic and political conditions that existed during the Cold War, the advent of the nuclear age as well as what led to the fall of communism in the late 1980's and early 1990's. He indicated that no class time will be lost and that the trip was part of a one credit summer school course, CHT 30. He responded to trustee inquiries on staff supervisors and the summer school course duration and indicated that once the students return from the excursion, the remainder of the course would be completed online, to be concluded at the end of July 2020. Discussion ensued about the cost of the trip. In response to trustee inquiries on security measures for student safety, and paid supervisors, Superintendent De Rubeis indicated that he would bring further information to the Board.

Moved by: Mark Watson

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 for an excursion to Germany, Czech Republic, Poland and Hungary from Friday, June 26, 2020 to Sunday, July 5, 2020.

**Carried**

#### **5.5 Health and Safety Update**

Director McDonald presented the Health and Safety update. He indicated that the Board considers the Health and Safety of all its employees as important. He noted that the report identifies the committee members and gives a snapshot of the accidents and the incident reports that were submitted. The Appendixes provided a comparison on the Employee Accident/ Incident statistics from September 1, 2018 to February 28, 2019 and from March 1, 2019 to August 31, 2019. He explained that our statistics are in accordance with provincial experience. He noted that like all other boards there was an increase in the incidents of student aggression; and the plan was to bring the annual data to contextualize what those incidents were to facilitate comparison between the categories and what statistics bear. He also responded to trustee inquiries on employee aggression, traumatic events and incident types.

Moved by: Dan Dignard

Seconded by: Carol Luciani

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

**Carried**

#### **6. Information and Correspondence**

Superintendent Temple provide and update on the HPE (Health and Physical Education) revised Curriculum and PPM 162 (procedures related to learning expectations related to Human Development and Sexual Health). She indicated that changes recently introduced to the HPE curriculum will continue to be fully addressed through the (Fully Alive) Family Life Education



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program in a way that is consistent with Church teachings, and our faith tradition and that the Board would continue to teach the curriculum established by the Ministry of Education, and curriculum across all subject areas through the lens of our Catholic faith.

Superintendent Keys provided an update on Capital Projects and indicated that as part of the Capital Priorities Program submissions, the Joint-Use Elementary School Facility in Caledonia project was submitted to the Ministry. Capital funding for the two childcare locations at OLOP and HT had already been part of prior submissions; and are currently being assessed by the Ministry.

Moved by: Carol Luciani

Seconded by: Cliff Casey

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

There were trustee inquiries on the current state of computers in schools. Discussion ensued on computer labs, cost of the programs being used by the teachers, meeting teacher needs, the transition process, functionality and issues faced by the teachers. Superintendent Temple provided an update on Freshgrade platforms and indicated that Freshgrade services were free until the end of the year. The trustees requested further information on the cost of the Pulse program and its functionality and indicated that going forward this should be a collaborative process.

In response to trustee inquiries on library technicians and the library at Waterford, Superintendent Temple indicated that the Senior Administration team is cognizant of the current situation of the library and a process is in place to remediate.

There was a trustee inquiry on enrollment projections, Superintendent Keys indicated that he would reach out to the consultant for the report and provide the information at a future meeting.

Superintendent Shypula responded to trustee inquiries on the Leveraging Digital pilot project for Educational Assistants and the Lexia Rollout and indicated that the rollout had begun at Jean Vanier with a focus on student learning and understanding. Superintendent Shypula indicated that a more formalized report will be brought to the Board at a future meeting.

### 8. Business In-Camera

Moved by: Dan Dignard

Seconded by: Mark Watson

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: Mark Watson

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: Cliff Casey

Seconded by: Carol Luciani

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

**Carried**

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**Next meeting:** Tuesday, November 19, 2019, 7:00 p.m. – Boardroom