



**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, March 23, 2021 ♦ 7:00 pm  
Microsoft Teams**

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

Seconded by: Bill Chopp

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the March 23, 2021 meeting.

**Carried**

**1.4 Declaration of Interest – Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – February 16, 2021**

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the February 16, 2021 meeting.

**Carried**

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

**2. Presentations - Nil**

**3. Delegations – Nil**



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### 4. Consent Agenda

#### 4.1 Unapproved Minutes from the Special Education Advisory Committee Meeting – February 16, 2021

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Special Education Advisory Committee Meeting of February 16, 2021.

**Carried**

#### 4.2 Unapproved Minutes from the Student Transportation Services Brant Haldimand Norfolk Board of Directors' Meeting – February 23, 2021.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board received the unapproved minutes of the Student Transportation Services Board of Directors' Meeting of February 23, 2021.

**Carried**

### 5. Committee and Staff Reports

#### 5.1 Unapproved Minutes and Recommendations from the Policy Committee Meeting - March 18, 2021

Trustee Dignard, Chair of the Policy Committee, reviewed the business of the March 18, 2021 Policy Committee meeting and brought forward the following recommendations:

- THAT the Committee of the Whole refers the Conflict of Interest-Hiring Practices 300.TBD to the Brant Haldimand Norfolk Catholic District School Board for approval.
- THAT the Committee of the Whole refers the revised Student Attendance Policy & AP 200.29 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Trustee Chopp requested clarification regarding supervising a relative. Superintendent Greco referred to Section 9 of the policy which provides direction regarding determining conflicts and exemptions.

Moved by: Dan Dignard

Seconded by: Bill Chopp

THAT Section 8 of the Conflict of Interest – Hiring Practices Policy be amended, to include a consultation with the Board regarding supervising relatives, as follows:

8. No family and/or relatives are permitted to work together in a direct supervisory relationship, either in a subordinate or supervisory role to each other. It is the responsibility of employees to declare a conflict to their supervisor or manager when a family relationship develops that places them in a direct supervisory relationship. **The Director of Education, or designate, may determine whether an exception will be made, in consultation with the Board.**

**Carried**



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Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of March 19, 2021 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Policy Committee Meeting of March 18, 2021.

**Carried**

### 5.2 Contract Awards (Q2 2021)

Superintendent Keys provided a summary of contracts that have been awarded from September 1, 2020 to February 28, 2021.

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Committee of the Whole refers the Contract Awards (Q2 2021) report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 5.3 Q2 Financial Report (February 28, 2021)

Superintendent Keys presented the Board expenditure report for the period ending February 28, 2021. He reported that the budget is on track with 50% of the total budget spent at the half year mark and noted that the Board is on target with projections to year end. Changes to the forecast as a result of additional funding and COVID-19 restrictions were also noted.

Moved by: Carol Luciani

Seconded by: Bill Chopp

THAT the Committee of the Whole refers the Q2 Financial Report (February 28, 2021) to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### 5.4 International Student COVID-19 Board Readiness Plan

Superintendent De Rubeis provided an overview of the process to accept International Students during the COVID-19 pandemic. Boards must have an International Student COVID-19 Readiness Plan to welcome international students with study permits. The plan also includes an attestation form that includes a board resolution. Next steps were reviewed including the board being placed on a provincial list of Designated Learning Institutions (DLIs).

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the International Student COVID-19 Readiness Plan 2020-21 report.

**Carried**



**6. Information and Correspondence**

**6.1 COVID Update**

Director McDonald provided an update regarding asymptomatic testing. The board has not received a vendor and has therefore not started the testing sites. Director McDonald also advised that staff are beginning to plan for the 2021-22 school year through weekly meetings.

Superintendent De Rubeis provided update on current virtual learning. He shared a summary of credit accumulation for quadmester two and noted that staff have identified gaps and have taken steps to close them. Social workers are following up with students who may need support and SERTs have been providing consolations.

Moved by: Carol Luciani

Seconded by: Dan Dignard

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: Carol Luciani

Seconded by: Cliff Casey

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: Dan Dignard

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: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the March 23, 2021 meeting.

**Carried**