



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Policy Committee Meeting Tuesday October 21, 2025 ♦ 3:00 p.m. Board Room/ Microsoft Teams

Trustees:

Dan Dignard (Chair), Dennis Blake, Carol Luciani, Mark Watson, Bill Chopp

Regrets: Rick Petrella (on leave)

Senior Administration:

Mike McDonald (Director of Education & Secretary), Rajini Nelson (Superintendent of Business & Treasurer)
John Della Fortuna, Kevin Greco, Michael Lawlor, Phil Wilson (Superintendents of Education)

Regrets:

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Chair Dignard.

1.2 Attendance

Attendance was noted as above.

1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the October 21, 2025, meeting.

Carried

1.4 Approval of Minutes from the Policy Committee Meeting – September 16, 2025

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the September 16, 2025, meeting.

Carried

1.5 Business Arising from the Minutes - Nil

2. Committee and Staff Reports

2.1 Catholic Family Life Program #200.03

Superintendent Lawlor presented the Catholic Family Life Program Policy. The Catholic Family Life Program utilized by the Brant Haldimand Norfolk Catholic District School Board (BHNCD SB) is developed and provided by the Assembly of Catholic Bishops of Ontario (ACBO) through its sub-agency the Institute for Catholic Education (ICE). The ACBO is gradually replacing the current Catholic family life program, *Fully Alive*, on a grade-by-grade basis with the newly published *Blessed & Beloved* in response to the 2023 release of the Ontario Catholic Elementary Curriculum Policy Document, Grades 1-8, Family Life Education.

Although the policy was recently reviewed in 2024-2025, updates and changes were necessary to reflect the ongoing replacement of *Fully Alive* by *Blessed and Beloved* along with a few



additional amendments to the policy to enhance clarity and comprehension. A minor grammatical change was made to the policy.

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Policy Committee recommends that the Committee of the Whole refers the Catholic Family Life Program Policy #200.03 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

2.2 Volunteer and Staff Trip Drivers Policy #200.21

Superintendent Lawlor presented the revised Volunteer and Staff Trip Drivers Policy #200.21. The review of this policy focused on clarity, comprehension and accurate alignment with current legislation and practices in Ontario. Amendments to the policy included an updated policy statement to further clarify and state overall expectations that the BHNCDSB has of volunteer and staff trip drivers and the application and scope were brought into alignment with current legislative language in Ontario. Additionally, the references were updated to include Ontario Physical and Health Education Association (OPHEA) guidance and new provincial regulations and information about the prohibition of distracted driving in Ontario along with the addition of key terms and meanings to the policy under the Definitions section. Discussion regarding the Board preference of the use of school buses for transporting students to and from events in the policy was highlighted.

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Policy Committee recommends that the Committee of the Whole refers the Volunteer and Staff Trip Drivers Policy #200.21 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

2.3 Progressive Discipline (Employees) #300.19

Superintendent Greco presented the Progressive Discipline for Employees policy. The Board believes that it is essential that all employees carry out their duties and responsibilities in a professional and collaborative manner in accordance with Board policies and procedures. This progressive discipline policy applies to all employees of the Board and provides a procedural framework to promote consistent application of the progressive discipline across BHNCDSB. All employees are expected to comply with Board policy and procedures, the Education Act and other related statutes and regulations. The revised policy was streamlined and includes the responsibility of the Board for providing guidance, support, and supervision to enable employees to always conduct themselves appropriately and to succeed in the performance of their duties. Further updates include a continuum of formal responses the Board uses and a statement that discipline is proportionate to the circumstances.

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Policy Committee recommends that the Committee of the Whole refers the Electronic Progressive Discipline (Employees) Policy #300.19 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried



2.4 Educational Partnerships Including Third Party Professional and Paraprofessional Service Providers #400.36

Superintendent Della Fortuna presented the Educational Partnerships Including Third Party Professional and Paraprofessional Service Providers policy. The policy regarding guest speakers in schools has been updated, specifically within the administrative procedures section, to align with the requirements of Policy/Program Memorandum 170. As per PPM 170, schools are now required to notify staff, students, and parents about any events or activities involving guest speakers or performances at least 14 calendar days in advance. This notification must include the date, time, location, title, topic, curriculum connections, names of presenters, and details of any materials to be provided. Exceptions apply to third-party groups or individual's integral to the school's daily operations, such as local Parish visits and liturgical events. If any event details change, updates must be communicated.

Moved by: Carol Luciani

Seconded by: Dennis Blake

THAT the Policy Committee recommends that the Committee of the Whole refers the Educational Partnerships Including Third Party Professional and Paraprofessional Service Providers Policy #400.36 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

3.0 Adjournment

Moved by: Dennis Blake

Seconded by: Carol Luciani

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board adjourns the October 21, 2025, Policy committee meeting.

Carried.

Next meeting: October 18, 2025 at 3:00pm – Boardroom