



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

**Agenda**

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

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**Policy Committee Meeting  
Monday August 21, 2023 ♦ 3:00 p.m.  
Boardroom/ Microsoft Teams**

**Trustees:**

**Members:** Dan Dignard (Chair), Dennis Blake, Bill Chopp, Carol Luciani, Rick Petrella, Mark Watson

**Senior Administration:**

Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Kevin Greco, Lorrie Temple, Phil Wilson (Superintendents of Education)

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**1. Opening Business**

1.1 Opening Prayer

1.2 Attendance

1.3 Approval of the Agenda

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**2. Committee and Staff Reports**

2.1 Naming of Schools, #400.17

Presenter: Mike McDonald, Director of Education & Secretary

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**3. Adjournment**

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**Next meeting:** September 12, 2023

**REPORT TO THE BRANT HALDIMAND NORFOLK  
CATHOLIC DISTRICT SCHOOL BOARD**

Prepared by: Mike McDonald  
Presented to: Board of Trustees  
Submitted on: August 21, 2023  
Submitted by: Mike McDonald, Director of Education & Secretary

**NAMING OF SCHOOLS 400.17**  
Public Session

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**BACKGROUND INFORMATION:**

The last review of the Naming of Schools 400.17 policy took place in 2017. With the unprecedented growth and increased enrolment in the Brant Haldimand Catholic District School Board, it was requested that this policy be brought forward to address the current situation with the construction of two new schools, as well as the anticipation of others to be approved in the near future.

**DEVELOPMENTS:**

As per our policy renewal process this policy was shared with all stakeholders in an effort to solicit ideas and feedback. No suggestions or feedback was shared by any stakeholder. As a result of the situation outlined above, the chair of the board suggested changes to the policy, and the recommended revisions are reflected in the policy included with this report.

These recommended revisions have been made with regards to the criteria that trustees will consider when making a final decision with regards to submissions presented to the Board. Other suggested revisions pertain to the means in which stakeholder submissions are made to the Board, as well as proposed changes to the structures and process used to guide the submission and selection process.

**RECOMMENDATION:**

THAT the Policy Committee refers the Naming of Schools Policy #400.17 to the Brant Haldimand Norfolk Catholic District School Board for approval.



## Naming of Schools

### #400.17

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Adopted:	June 26, 2007
Last Reviewed/Revised:	August 2023
Responsibility:	Superintendent of Education
Next Scheduled Review:	August 2027

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#### POLICY STATEMENT:

The Brant Haldimand Norfolk Catholic District School Board recognizes the symbolic significance of a school's name and the opportunity to honour a person, event or symbol associated with the Catholic Community.

#### APPLICATION AND SCOPE:

The Brant Haldimand Norfolk Catholic District School Board shall determine names for schools that respect the Catholic identity of our school system through a consultative process.

In the naming of a new school, the following criteria shall be observed:

- Schools shall be designated as either "Catholic Elementary or Catholic Secondary School" in their official school name unless otherwise approved by the Board.
- ~~A school shall be given the name of Our Lord, Our Lady, a Saint, or a Catholic tradition, ~~or an exemplary Catholic person of local, national, international, or historic significance as approved by the local Bishop.~~~~
- ~~The duplication of names within the Board shall be avoided.~~
- The possessive form shall not be used.
- ~~The naming committee shall include a local trustee(s), the appropriate superintendent of schools, the local pastor, a principal, a teacher, and a representative(s) designated by the appropriate school council(s) within the catchment area.~~
- Members of the BHNCD SB community will be able to submit suggestions for the naming of the school via various methods, including but not limited to an online form on the board website or through their local school.
- The period that suggestions will be accepted is 20 days from the date submissions are requested.
- The form will include the suggested name, the rationale for the suggested name, and the person suggesting the name.

#### REFERENCES:

N/A

#### FORMS:

N/A

#### APPENDICES:

N/A



## DEFINITIONS:

## ADMINISTRATIVE PROCEDURES:

### 1.0 Consultative Process

The purpose of this Administrative Procedure is to provide direction to staff and community partners for proposing names for schools in the Brant Haldimand Norfolk Catholic District School Board.

The Superintendent of schools is responsible for implementing this Administrative Procedure.

~~The Superintendent of schools shall issue a memorandum inviting suggestions for names of the new school from the school communities at large and all employees of the Board.~~

~~The school-naming committee consisting of a local trustee(s), the appropriate superintendent of schools, the local pastor, a principal, a teacher and a representative(s) designated by the appropriate school council(s), will review the suggested names and submit a maximum of three names to the Board of Trustees for consideration, as well as a summary of the process and consultation input.~~

~~The Board of Trustees will select and approve the name of the new school from the short list.~~

~~The administration will provide all applications to the board as a summary of all submissions, and the Board of Trustees will select and approve the name of the new school from the list.~~

If an existing school facility is closed or replaced and the pupils are relocated to a new school facility, the name of the closed school facility shall become the name of the new school facility, unless the Catholic School Council requests in writing to the ~~Director of Education- Chair of the Board~~ that a name change be considered for the school.

The Bishop of the Diocese where the new school is to be located will be consulted as to the suitability of the name submitted.