



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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

Policy Committee Meeting Tuesday March 10, 2026 ♦ 4:00 p.m. Board Room/ Microsoft Teams

Trustees:

Dan Dignard (Chair), Dennis Blake, Bill Chopp, Carol Luciani, Toni Poirier

Regrets: Rick Petrella (on leave)

Senior Administration:

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

Regrets: Michael Lawlor, Phil Wilson (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee 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 March 10, 2026, meeting.

Carried

1.4 Approval of Minutes from the Policy Committee Meeting – February 17, 2026

Moved by: Toni Poirier

Seconded by: Carol Luciani

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the February 17, 2026, meeting.

Carried

1.5 Business Arising from the Minutes - Nil

2. Committee and Staff Reports

2.1 Police Records Check Policy #300.15

Superintendent Greco presented the revised Police Records Check Policy. The revised Policy includes amendments to align with new legislation including the requirement for employees to renew their Police Records Check every five (5) years. The revision provides a clear distinction between the levels of Police Records Check and specifically the Criminal Record and Judicial Matters Check (CRJMC) and the Vulnerable Sector Check (VSC). The type of Police Records Check required for each position will be determined by the Board. The new provisions also apply to students participating in educational placements, practicum or other work integrated learning opportunities within Board schools or facilities, as required under Ontario Regulation 521/01. It was noted that the annual offence declaration still needs to be completed by employees. Discussion around communication with staff was had along with the associated



costs to the employee. Further clarification was sought around what is included with the Vulnerable Sector Police Records Check.

Moved by: Toni Poirier

Seconded by: Carol Luciani

THAT the Policy Committee recommends that the Committee of the Whole refers the Police Records Check Policy #300.15 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

2.2 Community Use of Schools Policy #400.05

Superintendent Nelson presented the Community Use of Schools Policy. The Community Use of Schools Policy and Administrative Procedure were reviewed to ensure they remain current and aligned with Board practices, Ministry guidance, and operational requirements. Changes around hours for public use were clarified and adjusted to better align with operational requirements and the Board's cost recovery model. The approval processes within the administrative procedure were updated to reflect the current organizational structure and responsibilities within facility services and school administration. The roles and responsibilities of staff and permit holders were revised to improve clarity and ensure alignment with current operational practices. The Superintendent of Business and Treasurer will review and establish the Community Use of Schools Rates and Fees annually, with any revisions reported to the Board for information, as appropriate. Discussion was had surrounding the categories of the fees for non-profit groups and parishes.

Moved by: Bill Chopp

Seconded by: Dennis Blake

THAT the Policy Committee recommends that the Committee of the Whole refers the Community Use of Schools Policy #400.05 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

3.0 Adjournment

Moved by: Dennis Blake

Seconded by: Bill Chopp

THAT the Policy Committee of the Brant Haldimand Norfolk Catholic District School Board adjourns the March 10, 2026, Policy committee meeting.

Carried.