



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

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

**Committee of the Whole
Tuesday, January 22, 2013 ♦ 7:30 pm
Boardroom**

Members: **Trustees:**
June Szeman (Chair), Rick Petrella (Vice Chair), Dennis Blake, Cliff Casey, Dan Dignard,
Bonnie McKinnon, Ryan Cattrysse (Student Trustee)

Senior Administration:
Chris N. Roehrig (Director of Education), Tom Grice (Superintendent of Business & Treasurer),
Bill Chopp, Jamie McKinnon and Leslie Telfer (Superintendents of Education)

- 1. Opening Business**
 - 1.1 Opening Prayer – June Szeman
 - 1.2 Attendance
 - 1.3 Approval of the Agenda
 - 1.4 Declaration of Interest
- 2. Presentations - Nil**
- 3. Delegations - Nil**
- 4. Consent Agenda**
 - 4.1 Approval of Committee of the Whole Meeting Minutes – November 20, 2012 Pages 3-8
 - 4.2 Unapproved Joint Special Education Advisory Committee Meeting Minutes - December 13, 2012 Pages 9-10
 - 4.3 Unapproved Special Education Advisory Committee Meeting Minutes – January 9, 2013 Pages 11-13
 - 4.4 Unapproved Catholic Education Advisory Committee Meeting Minutes - January 9, 2013 Pages 14-16
- 5. Committee and Staff Reports**
 - 5.1 Unapproved Budget Committee Meeting Minutes and Recommendation - January 14, 2013 Pages 16-17
Presenter: Rick Petrella, Chair, Budget Committee
 - Revised Budget Estimates 2012-13 (pgs. 18-34)



- 5.2** Strategic Plan 2012-2015 Pages 35-46
Presenter: Chris N. Roehrig, Director of Education & Secretary
- 5.3** Financial Literacy in the Ontario Curriculum Pages 47-48
Presenters: Leslie Telfer, Superintendent of Education
- 6. Information and Correspondence**
- 6.1** OCSTA Update
- 6.2** Student Trustee Update
- 7. Notices of Motion**
- 8. Trustee Inquiries**
- 9. Business In-camera**
207. (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,
- a) The security of the property of the board;
 - b) The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
 - c) The acquisition or disposal of a school site;
 - d) Decisions in respect of negotiations with employees of the board; or
 - e) Litigation affecting the board.
- 10. Report on the In-camera Session**
- 11. Future Meetings and Events** Page 49
- 12. Closing Prayer**
- Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board, and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. **Amen***
- 13. Adjournment**
-



Committee of the Whole
Tuesday, November 20, 2012 7:30 pm
Boardroom

Trustees:

Present: Cliff Casey (Chair), June Szeman (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon, Rick Petrella, Ryan Cattrysse (Student Trustee)

Absent:

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Tom Grice (Superintendent of Business & Treasurer), Bill Chopp, Jamie McKinnon and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Cliff Casey.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Chair Casey advised that Item 5.5 was being removed from the agenda and reports renumbered accordingly.

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the November 20, 2012 meeting, as amended.

Carried

1.4 Declaration of Interest – Nil

2. Presentations - Nil

3. Delegations - Nil

4. Consent Agenda

4.1 THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the October 16, 2012 meeting.

4.2 THAT the Committee of the Whole refers the unapproved minutes of the Special Education Advisory Committee Meeting of October 10, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.



- 4.3 THAT the Committee of the Whole refers the unapproved minutes of the Faith Advisory Committee Meeting of October 17, 2012 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 Regional Catholic Parent Involvement Committee Meeting of October 22, 2012 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 Student Transportation Services Brant Haldimand Norfolk Directors' Meeting of October 23, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Trustee Blake received clarification on several questions related to the minutes referenced above.

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

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 Board Enrolment

Superintendent Grice reported that the annual October 31 enrolment report to the Ministry of Education indicates 7.5 students less than projected at the elementary level, and 19.71 students higher than projected at the secondary level.

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Board Enrolment report.

Carried

5.2 Strategic Plan Themes and Foci

Director Roehrig reviewed the proposed goals/broad themes within each of the four pillars of the multi-year plan that will provide the focus for the next step - operationalizing the plan. In response to a trustee inquiry, Director Roehrig confirmed that success will be measured and reported in regular reports to the Board starting next year. Chair Casey commended Director Roehrig on presenting an excellent plan and for incorporating areas of focus that address concerns that have been raised by trustees in the past.

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Strategic Plan Themes and Foci.

Carried



5.3 Catholic Education Advisory Committee

Director Roehrig presented a proposal to disband the current Catholicity and Faith Advisory Committees and to create a new ad-hoc Catholic Education Advisory Committee. The Committee's mandate will be to focus on the Catholicity components of the Strategic Plan, as well as support the work of the F.A.C.E. project. The Terms of Reference were reviewed and a suggestion made to use the same length of term of office as the current Committees.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board disbands the Catholicity and Faith Advisory Committees and replaces them with a newly formed ad-hoc Catholic Education Advisory Committee effective December 5, 2012.

Carried

5.4 Supporting Student Learning: Assistive Technology

Superintendent McKinnon introduced the Ministry's eLearning strategy which provides students with digital learning opportunities. He welcomed Dave Szuty, Student Achievement Consultant: eLearning, who demonstrated supports available in the areas of blended learning, eLearning, homework help, and digital resources. Many questions of interest were responded to. As a result of Mr. Szuty's new role as the Board's eLearning contact, Superintendent McKinnon requested support of a proposal to relieve Mr. Szuty of his additional responsibilities as the Board's Special Equipment Amount (SEA) coordinator and to hire a temporary Special Education Resource Teacher to continue the purchasing, installation and training of students and teachers on SEA equipment. Funding is available within the Board's SEA allocation.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the hiring of a temporary Special Education Resource Teacher (1.0 FTE) from December 2012 to June 2013 to oversee the ordering of SEA equipment and related training of staff and students.

Carried

5.5 Board Improvement Plan for Student Achievement 2012-2015

Superintendent Telfer explained that the new three-year Board Improvement Plan for Student Achievement is aligned with the Board's Strategic Action Plan and the School Effectiveness Framework. She highlighted the overall goal for each of the four pillars (Catholic Faith, Community and Culture; Literacy; Numeracy; and Pathways), as well as the areas of focus within each pillar, which are all aimed at enhancing teacher practice and student engagement in order to improve student achievement.

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Board Improvement Plan for Student Achievement 2012 - 2015 report.

Carried



5.6 Interim Policy: Copyright-Protected Works

Director Roehrig reported that due to a recent educational amendment in the Canadian copyright legislation and a Supreme Court ruling in July 2012 regarding the “fair dealing” section of the Copyright Act which now permit teachers to make copies of short excerpts from a copyright-protected work for distribution to students, Boards who implement the *Fair Dealing Guidelines* in their policies and communicate such to all schools prior to December 31, 2012 will qualify for reduced copyright royalties payable to Access Copyright. Director Roehrig presented a proposed interim Copyright-Protected Works policy and administrative procedure for consideration.

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Committee of the Whole refers the Copyright-Protected Works (Interim) Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.7 Insurance Renewal

Superintendent Grice reviewed the 2013 insurance renewal premium costs related to property and liability insurance covered by the Ontario School Boards’ Insurance Exchange (OSBIE). The amount payable is approximately 5 per cent less than in 2012.

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2013 insurance renewal premium, payable to the Ontario School Boards’ Insurance Exchange, in the amount of \$199,559, plus PST.

Carried

5.8 Excursion – New York City, NY (St. John’s College)

Superintendent Chopp presented a request from St. John’s College for approximately 35 Grades 11-12 art history students to participate in an excursion to New York City next May. They will visit various museums as well as sites of cultural diversity and architectural interest.

Moved by: June Szeman

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John’s College for an excursion to New York City, New York from Thursday, May 16 to Monday, May 20, 2013.

Carried

5.9 Excursion – New York City, NY (Holy Trinity)

Superintendent Chopp reviewed a request from Holy Trinity Catholic High School for approximately 45 art students to travel to New York City next May. They will enhance their classroom studies by visiting different museums and galleries, and will view both off-Broadway and on-Broadway plays.



Moved by: Dennis Blake
Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Holy Trinity Catholic High School for an excursion to New York City, New York from Thursday, May 16 to Monday, May 20, 2013.

Carried

6. Information and Correspondence

Chair Casey advised that due to a change in schedule, OCSTA's Executive Director is no longer able to be part of a previously scheduled meeting between OCSTA board members and trustees. Trustees requested that the meeting be rescheduled.

Superintendent Grice reported that the sale of the former St. Jean de Brebeuf school has been finalized.

Trustee McKinnon reported that St. Patrick's, Caledonia will host a celebration on December 5, 2012, honouring all the volunteers who have helped make 1,000 blankets over the past several years, which are distributed to local agencies.

Trustee McKinnon extended the Board's congratulations to Vice Chair Szeman who has been elected 2nd Vice President of Retired Teachers of Ontario.

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence items since the last meeting.

Carried

7. Notices of Motion - Nil

8. Trustee Inquiries

Trustee Blake inquired as to what action can be taken regarding Norfolk County Council's decision to cut school crossing guard positions at busy intersections in Simcoe and Port Dover. Discussion ensued. Staff will gather additional information before a decision regarding the next step to be taken is made.

Trustee Dignard requested earlier notification should the Newcomer Information Fair which was held earlier this month in Brantford becomes an annual event.

9. Business In-Camera

Moved by: Rick Petrella
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session.

Carried



10. Report on the In-Camera Session

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the in-camera session.

Carried

11. Future Meetings

The list of future meetings and events for trustees was reviewed. Trustee McKinnon noted that trustees are invited to attend a joint BHNCDSB/GEDSB SEAC meeting scheduled for December 5, 2012 at the Grand Erie District School Board.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of November 20, 2012.

Carried



Brant Haldimand Norfolk
Catholic District School Board



Grand Erie
District School Board

Minutes

Joseph Brant Learning Centre
347 Erie Avenue
Brantford, ON N3S 2H7

JOINT SPECIAL EDUCATION ADVISORY COMMITTEE

December 13, 2012

Joseph Brant Learning Centre

BHNCDSB: Dianne Wdowczyk (Chair), Bill Chopp (Superintendent of Education), Terre Slaght, Carmen McDermid, Krista Emmerson, Heather Shisler, Barb Mitchell, Paul Sanderson

Additional Guests: Flora Ennis - Woodview Children's Mental Health & Autism Services, Sarah Robertson – CAS, Stacey Singleton - CAS

GEDSB: Faye Adams, Jane Angus, Wayne Baker, Tricia Brinn, Heather Carter, David Dean, Lorraine DeJong, Wayne Hobbs, Carol MacKenzie, Carla Miller, Kate O'Donnell, Sandi Simpson, Ronelda Smith

Additional Guests: Leslie Gaffney, Annette Zammit, Heather Carter

1. **Welcome**

David Dean, Chair of the Grand Erie District School Board SEAC, welcomed everyone to the joint meeting between the co-terminous boards' Special Education Advisory Committees.

2. **Opening Remarks**

Dianne Wdowczyk, Chair of the Brant Haldimand Norfolk Catholic District School Board SEAC, thanked all those in attendance and presented a reflection entitled, "Simple Truths of Life".

3. **Introduction of SEAC Members**

All members from both boards introduced themselves and the organization they represented.

4. **Approval of Minutes**

4.1. **Brant Haldimand Norfolk Catholic District School Board**

Moved by: Barb Mitchell

Seconded by: Paul Sanderson

THAT the Brant Haldimand Norfolk Catholic District School Board Special Education Advisory Committee approves the minutes of the November 14, 2012 meeting.

Carried

4.2. **Grand Erie District School Board**

Moved by: Sandi Simpson

Seconded by: Lorraine DeJong

THAT the Grand Erie District School Board Special Education Advisory Committee approves the minutes of the November 1, 2012 meeting.

Carried

5. Approval of Agenda

The agenda for the Joint SEAC meeting of December 13, 2012 was approved by consensus.

6. Review of Mental Health Strategy – Review of Progress to Date

Wayne Hobbs and Terre Slaght provided an update on the mental health initiatives that have taken place over the past year. The Boards are using a model that includes collaboration with each other plus the involvement of up to ten different ministries. An overview of the Mental Health & Addictions Strategy for the first three years was distributed.

7. Provincial Perspective on Mental Health Strategy

Wayne Baker, superintendent of education with the Grand Erie District School Board, introduced Leslie Gaffney who provided SEAC members with the hiring approach for the mental health initiatives and strategies. In her comments, Leslie indicated that registered nurses with extensive mental health experience with youth will be hired. The experience and understanding they have of mental health issues, resources, etc., are vital to help with the success of this initiative. Leslie will be involved with overseeing the implementation of the program.

8. Introduction of Mental Health and Addiction Nurses

Bill Chopp, superintendent of education with the Brant Haldimand Norfolk Catholic District School Board, introduced Annette Zammit, mental health nurse who provided SEAC members with her background and extensive experience with eating disorders and mental health issues. Annette will be involved with supporting students in both school boards, with an additional nurse to be hired in the near future to work with Annette.

9. Mental Health Lead

Wayne Hobbs introduced Heather Carter, Mental Health Lead, who started with the Grand Erie District School Board on November 1, 2012. This position is funded by Mental Health and Addictions Services. Thirty Mental Health Leads have been hired across the province in the past two years and the remainder of boards will receive funding to do the same next year.

Heather is currently involved in developing surveys, understanding the various partnerships involved in helping students, finding the gaps and looking at school-level needs. A Child and Youth Strategy for Students of the Grand Erie District School Board is due to the Ministry no later than March 31, 2013. Grand Erie District School Board will be sharing the surveys, findings and other data with the Brant Haldimand Norfolk Catholic District School Board.

10. Question and Answer Session

Janet Noble, Director of Mental Health Services, Hamilton provided a snapshot with regards to the nurses' roles. They will be able to bridge the gap between the hospital and the school regarding people, medications, resources, etc.

Bill Chopp stated that the collaboration between the Brant Haldimand Norfolk Catholic District School Board and the Grand Erie District School Board is a cohesive and collaborative model and is being used as an example in the province.

11. Closing Comments and Adjournment

David Dean and Dianne Wdowczyk, Chairs of the respective SEACs, thanked everyone for attending and those involved in organizing the logistics of the meetings.



SPECIAL EDUCATION ADVISORY COMMITTEE

Wednesday, January 9, 2013 ♦ 7:00 p.m.

- Present:** Dianne Wdowczyk (Chair), Bill Chopp, Terre Slaght, Jill Esposto, Barb Mitchell, Paul Sanderson, Dennis Blake, Teresa Westergaard-Hager, Carmen McDermid
- Guests:** Cathy DeGoey, Dan Pace, Orazio Caltagirone, Rebecca Chapple, Sue Widdis
- Regrets:** Krista Emerson, Catherine Custodio, Leanne Ryan, Colleen Demarest
- Absent:** Cathy Pearson, Nancy Smith, Lisa Stockmans
-

1. Opening Prayer

Carmen McDermid opened the meeting with a prayer.

2. Welcome and Introductions

Paul Sanderson welcomed committee members and guests to the meeting.

3. Approval of the Minutes –December 13, 2012

Moved by: Dennis Blake

Seconded by: Barb Mitchell

THAT the SEAC Committee approves the minutes from the December 13, 2012 meeting.

Carrie

4. Approval of Agenda

Moved by: Dennis Blake

Seconded by: Teresa Westergaard-Hager

THAT the SEAC Committee approves the agenda for the January 9, 2013 meeting.

Carried

5. Presentations

5.1. SEAC Member Presentations – Barb Mitchell & Bonnie McKinnon

Paul Sanderson and Bill Chopp gave thanks to Barb Mitchell for her contributions and commitment to SEAC. Barb will continue to work with the Brant Haldimand Norfolk Catholic District School Board as co-ordinator of the Parent Family Literacy Centres. Bonnie McKinnon was unable to attend the meeting.

5.2. School Presentation – Jean Vanier

Principal Cathy DeGoey, Vice-Principal Dan Pace, and Special Education Resource Teachers Rebecca Chapple and Sue Widdis gave an overview of Jean Vanier School's special education population. They spoke of programming, supports and student achievement. A question and answer session followed.

5.3. School Presentation – Our Lady of Providence

Orazio Caltagirone, Principal at Our Lady of Providence, presented information regarding the school's special education population. Details included a break-down of exceptionalities, enrolment, staff support and interventions to support achievement. A question and answer session followed.



Staff from both schools indicated that there is a need for further teacher training. Funding has been received by the Board to support teacher training and other awareness initiatives.

6. Community Agency Updates - Nil

7. Correspondence

A letter from the Upper Canada District School Board regarding Fetal Alcohol Syndrome Disorder and the health curriculum, as well as the suggestion that special education preparatory courses become mandatory for all Teachers' Colleges in Ontario, was distributed.

A letter from the Niagara Catholic District School Board was shared. The letter was in response to Bluewater District School Board's letter to the Minister regarding the "Electronic Portal" dated April 23, 2012. The response letter requested more detail regarding the portal.

A letter from the Renfrew County District School Board was received. The letter was part of ongoing correspondence with the Minister of Education regarding the funding model for special education.

8. Reports

8.1. Special Education System Lead

8.1.1. CCAT Overview - Deferred

8.1.2. Special Education Items for January

Carmen McDermid outlined professional development activities planned for elementary Educational Assistants.

8.2. Principal of Continuing Education

8.2.1. December Mental Health Meeting Feedback

A discussion was held regarding the mental health meeting that Terre Slaght attended in December. The focus of the meeting was on how to better educate staff about dealing with mental health in schools and inform staff, parents and students about resources available.

8.2.2. Next Steps in Mental Health

Various updates in the area of mental health were provided. Highlight included:

- SERT training on "Making a Difference" scheduled for February 7, 2013
- Champion Schools initiating telepsych opportunities at Woodview and HN REACH.
- Mental Health Lead to begin integration into schools. Details regarding the role of the mental health nurse continues to be developed.
- ROKS program to be reviewed with agencies who provide services on January 21, 2013. Champion school principals to be invited to provide input.
- A visual awareness campaign is being considered.
- Educational Assistants received awareness training at the November 2012 PA Day with respect to FASD, ADHD and anxiety.
- The secondary panel will have a Mental Health focus on the May 2013 PA Day.



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

St. Mary Catholic Learning Centre
455 Colborne Street
Brantford, ON N3S 3N8

8.3. Superintendent of Education

8.3.1. Staffing Update

Bill Chopp noted that there are two LTO SERT positions available. Interviews will be held and the positions will start on January 21, 2013.

8.3.2. Budget Timelines

Bill Chopp will be presenting budget information to SEAC at the March meeting.

9. Business for Next Meeting - Nil

10. Closing Remarks/Adjournment

The meeting was adjourned.

Next meeting: Wednesday, February 13, 2013, 7:00 p.m., St. Mary Catholic Learning Centre, Brantford



**Catholic Education Advisory Committee (CEAC)
Wednesday, January 9, 2013 ♦ 1:30 – 3:30 pm
Boardroom**

Present: Karen Bouw, Cliff Casey, Mary Theresa Coene, Kathleen Evans, Lisa Gleason, Charmaine Hanley, Doug Ivak, Linda Mooney, Chris N. Roehrig, Paul Tratnyek, Roger Lawler (Resource to Committee)

Absent: June Szeman (Chair), Ryan Cattrysse, Father Alan Dufraimont, Len McDonald, Bonnie McKinnon, Father Dave Wilhelm, Father Wieslaw Woloszyn

1. Opening Prayer & Introductions

Director Roehrig welcomed members to the first meeting of the newly-formed Catholic Education Advisory Committee (CEAC) and the meeting opened with prayer led by Paul Tratnyek, Faith Animator. Members introduced themselves.

2. Approval of the Agenda

The agenda was approved as distributed.

3. Approval of Minutes – N/A

4. Discussion Items

4.1 Terms of Reference

Director Roehrig provided a brief review of the events leading up to the formation of the new Catholic Education Advisory Committee and reviewed the Committee's Terms of Reference. Minutes from CEAC meetings will be reviewed/discussed at Board meetings. Working sub-committees will address specific areas of focus and report back to the CEAC.

4.2 Catholicity Pillar of the draft 2012-2015 Strategic Plan

Director Roehrig explained the purpose and significance of the multi-year strategic plan from a Board and broader community point of view and reviewed the events that have taken place since last spring leading up to the development of the draft 2012-2015 Strategic Plan. As noted in the Committee's Terms of Reference, one of the roles of the CEAC is to provide oversight and input into the Catholicity goals of the Board's strategic plan.

4.3 Strengths and Next Steps (Think-Pair-Share)

Committee members were given time to read, reflect on and comment on the draft Catholicity pillar of the Strategic Plan. A discussion followed whereby many questions were raised and responded to and suggestions offered with respect to many of the initiatives. Some suggested next steps regarding the Strategic Plan included:



- Improve the usage of the Growing in Virtue document – excellent resource to support various initiatives.
- Develop guidelines on how the Catholic Regional Parent Involvement Committee, the School-Parish Relations Focus Group and the CEAC can work together.
- Make a better connection with parish councils in the Strategic Plan.
- Consider developing a trustee pastoral plan? (Goal 1)
- Consider developing pastoral plans for elementary schools? This would be a way to build/enhance school-parish relationships.
- Include a sharing of best practices session as part of every Religion/Family Life teacher inservice?
- Increased usage of technology/21st century learning tools to make faith come alive for our students.

5. Information Items

5.1 F.A.C.E. Update

Roger Lawler, F.A.C.E. Project Manager, provided an update on the current work and focus of F.A.C.E. Plans are in progress to offer training sessions that focus on Catholic schools telling their story, an analysis of monetary savings if public and Catholic boards were to amalgamate, and a vision to have a Campaign for Catholic Education in every school. Since the project started in 2008, there has been a 62% changeover in Directors in Ontario, so we have to keep telling our story.

6. Adjournment

Director Roehrig thanked members for their attendance and participation in the discussion and adjourned the meeting.



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

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

**Budget Committee
Monday, January 14, 2013 – 7:00 p.m.
Haldimand Room**

Present: Rick Petrella (Chair), Dennis Blake, Tom Grice, Pat Petrella

Absent: Bonnie McKinnon

1. Opening Prayer

Rick Petrella opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Budget Committee approves the Agenda of January 14, 2013.

Carried

3. Approval of the Minutes

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Budget Committee approves the Minutes of June 4, 2012.

Carried

4. Declaration of Conflict of Interest: Nil

5. Business Arising from the Minutes: Nil

6. Staff Reports and Information Items:

6.1 Revised Budget Estimates – 2012-13

Superintendent Grice updated trustees on the most significant revisions made to the 2012-13 preliminary budget. These revisions reflect changes to revenue and expenses since the preliminary projections of June, 2012. Many of the changes are as a result of actual enrolment as of October 31, 2012 and as a result of legislation originating out of the OECTA Memorandum of Understanding (MOU) with the Province.

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Budget Committee recommends that Brant Haldimand Norfolk Catholic District School Board approves the 2012-13 Revised Budget Estimates, in the amount of \$119,938.832.

Carried

7. Trustee Inquiries: Nil



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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8. Business of the In-Camera Committee

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Budget Committee moves to an in-camera session.

Carried

9. Report on the In-Camera Session

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Budget Committee approves the business of the In-Camera Session.

Carried

10. Adjournment

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Budget Committee adjourns the meeting of January 14, 2013.

Carried

Next Meeting: At the Call of the Chair

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD BUDGET COMMITTEE

Prepared by: Tom Grice, Superintendent of Business & Treasurer
Presented to: Budget Committee
Submitted on: January 14, 2013
Submitted by: Chris Roehrig, Director of Education & Secretary

REVISED BUDGET ESTIMATES – 2012-13

Public Session

BACKGROUND INFORMATION:

Each year, the Ministry requires that school boards make available their revised budgeted revenue and expenditures for the school year. The original estimates are normally approved by the Board and submitted to the Ministry by June 30. Previous to this year, the Ministry did not require that Revised Estimates be approved by school boards. However, our practice has been to recommend approval by the Board. For the 2012-13 year, the Ministry has requested that all school boards seek approval from their Board of Trustees for Revised Estimates in the event that complications arise as a result of government and OECTA negotiations. As staff have always sought Board of Trustee approval for Revised Estimates, this development does not require a change to our practices.

DEVELOPMENTS:

The 2012-13 Revised Budget is attached for your information as Appendix A. In the elementary panel, the actual Full-Time Equivalent (FTE) enrolment on October 31, 2012 was lower than preliminary projections by 7.5 students. In the secondary panel, the actual FTE enrolment was 19.71 students higher than preliminary projections, which translated into a net increase in General Operating grants based on enrolment.

The preliminary budget did not take into account a number of financial costs that have been incurred through the implementation of the Memorandum of Understanding (MOU) between the Government and OECTA. The preliminary budget did not include compensation increases for grid movement for individual staff nor did it include compensation for changes to an individual teacher's qualifications and experience. The resulting MOU includes a half-year grid step compensation increase for teaching and non-teaching staff as well as compensation increases for teachers through the qualifications and experience grant. During provincial negotiations, OECTA negotiated these compensation increases in exchange for staff positions, elementary professional development funds and future unpaid days. As a result of these negotiated changes, increases and decreases in the appearance of the budget do not align as they off-set each other in different areas.

Although the MOU was negotiated between the Ministry and OECTA, the impact has been felt in all bargaining units and non-teaching staff areas as well. Other areas impacted by the MOU are sick leave plans, maternity benefits and WSIB plans. Staff have been able to provide the Board with accurate estimates with respect to these impacted areas as they have been able to collect many years of data. With many of these plans changing, and until such time that staff have been able to collect a few years of actual usage data for comparison, past practice data will be used to determine financial implications.

Since the approval of the original budget, the Ministry has introduced some additional grants to fund-specific curriculum initiatives; in the amount of approximately \$364,000.

There have been some changes in the Revised Budget as a result of restating the Teacher Salary budget to reflect actual staff at October 31, 2012. As well, the Teacher Compensation allocation has been increased by approximately \$200,000 as a result of teacher qualifications and experience adjustments made with respect to the MOU between OECTA and the Province.

Pearson PowerSchool is the Board's new Student Administration System, which was originally intended to be operational for the 2012-13 school year. As Pearson Corporation was not ready for deployment of the operational system, the project has been deferred until the 2013-14 school year. The funds allocated for this project were carried forward and \$150,000 in additional expenses are shown to off-set the funds in the Revised Budget.

The Revised Budget also includes \$158,854 in Vacation Accrual for Public Sector Accounting Board (PSAB) compliance purposes.

RECOMMENDATION:

THAT the Budget Committee recommends that the Committee of the Whole refers the 2012-13 Revised Budget Estimates, in the amount of \$119,938,832, to the Brant Haldimand Norfolk Catholic District School Board for approval.

REVENUE ESTIMATES 2012-2013

	Revised 2012-13	Preliminary 2012-13	Incr (Decr)
GENERAL LEGISLATIVE GRANTS			
Foundation Allocation - Base Amount - Elementary	28,858,047	28,994,042	(135,995)
Foundation Allocation - Base Amount - Secondary	20,225,558	20,220,260	5,298
Total: Foundation Allocation (includes Primary Class size)	49,083,605	49,214,302	(130,697)
School Foundation	8,191,139	8,186,897	4,242
Special Education Allocation	10,859,585	10,808,665	50,920
Language Allocation	1,305,139	1,106,056	199,083
Distant Schools/Small Schools Allocation	75,115	74,987	128
Remote & Rural Allocation	1,327,227	1,328,301	(1,074)
Learning Opportunity Allocation	1,625,683	1,624,159	1,524
Adult & Continuing Education & Summer School	-	-	-
Teacher Compensation Allocation	8,253,761	8,053,354	200,407
New Teacher Induction Program (NTIP)	79,702	79,702	-
Restraint Savings	(67,355)	(67,355)	-
Transportation Allocation	4,928,806	4,928,806	-
Administration & Governance Allocation	3,368,172	3,363,949	4,223
School Operations Allocations	9,923,071	9,853,238	69,833
Community Use of Schools	137,994	137,994	-
Declining Enrolment Adjustment	1,094,867	1,127,195	(32,328)
Program Enhancement	-	-	-
First Nation Supplemental Allocation	114,437	114,194	243
Safe Schools	195,134	194,576	558
Permanent Financing of NPF	146,395	146,395	-
Total: OPERATING	100,642,477	100,275,415	367,062
Deduct MTCA Allocation	(2,516,062)	(2,506,885)	(9,177)
Temporary Accommodation	-	-	-
TOTAL LEGISLATIVE GRANT-OPERATING	98,126,415	97,768,530	357,885
Capital Allocation			
School Renewal Allocation	1,406,205	1,396,504	9,701
School Renewal Allocation to DCC	-	-	-
Short Term Financing	-	-	-
Debt Charges Allocation -Interest	2,634,286	2,634,286	-
TOTAL LEGISLATIVE GRANT-OPERATING	102,166,906	101,799,320	367,586
Amortization of DCC	3,412,712	3,844,850	(432,138)
Allocate to Deferred Revenue DCC(re MTA)	2,489,062	2,479,885	9,177
Deferred Revenue: Green Schools	-	-	-
	108,068,680	108,124,055	(55,375)
OTHER REVENUE			
Tuition fees	1,234,157	1,251,438	(17,280)
Rental Revenue	89,184	89,184	-
Interest Earned	20,000	20,000	-
Miscellaneous Revenue	88,828	88,828	-
Shared Facilities	204,276	204,276	-
EDC Fund Revenue (re: Debenture Payment)	65,868	65,868	-
<i>Miscellaneous Gov't Grants</i>			
Early Learning Program	3,404,202	3,404,202	-
Misc Grants	1,423,574	1,059,804	363,770
Deferred Revenue	262,982	14,727	248,255
French Monitor Program	18,000	18,000	-
MISA	38,621	-	38,621
SCWI / SWAC	1,020,003	1,000,000	20,003
Ontario Youth Apprenticeship Program	90,748	90,748	-
Total Other Revenue	7,960,443	7,307,074	653,369
TOTAL REVENUE	116,029,123	115,431,129	597,994
School Generated Funds	4,000,000	4,000,000	-
NET REVENUE	120,029,123	119,431,129	597,994
EXPENDITURE (including School funds)	119,938,832	119,253,587	685,245
Surplus(deficit) PSAB	90,291	177,542	(87,251)
Reverse School Funds Surplus(Deficit) for Compliance	-	-	-
Reverse: Accruals(for Compliance Purposes)	-	-	-
50% Vacation Accrual (for Compliance Purposes)	(158,854)	(158,854)	-
Surplus(deficit) For Compliance	(68,563)	18,688	(87,251)

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
INSTRUCTION						
Total Salaries & Wages	51,149,408	85,926	51,235,334	51,117,372	50,450,758	117,962
Total Employee Benefits	6,032,278	-202,035	5,830,243	5,936,608	671,740	-106,365
10 315 Professional Development - Academic & S.O.'s	208,065	22,406	230,471	378,865	321,427	-148,394
10 316 Professional Memberships - Academic	0	0	0	0	0	0
10 319 Religion Course	5,000	0	5,000	5,000	4,000	7,781
10 325 Program Supplies	0	7,781	7,781	0	0	-140,613
Total Staff Development	213,065	30,187	243,252	383,865	325,427	0
10 320 Textbooks & Learning Materials	65,000	0	65,000	65,000	203,812	0
10 325 Program Supplies	515,804	891,074	1,406,878	507,435	659,944	899,443
10 330 Instructional Supplies	974,741	-100,000	874,741	974,741	383,928	-100,000
10 331 Application Software	0	0	0	0	11,531	0
10 333 New Classroom Set-Up	0	0	0	200,000	197,591	0
10 335 Printing & Photocopying - Instructional	4,250	4,750	9,000	4,500	178	4,500
10 336 Printing & Photocopying - Non-instructional	7,500	7,500	7,500	8,150	0	0
10 339 First Aid Supplies	84,051	20,849	104,900	13,300	65,177	23,450
10 361 Automobile Reimbursement	13,300	0	13,300	5,000	199	0
10 362 Travel - Contingent Rate Increase	5,000	0	5,000	0	0	0
10 401 Repairs - Furniture & Equipment	0	1,500	1,500	265,000	255,889	1,500
10 402 Repairs - Computer Technology	0	0	0	3,900	5,453	5,000
10 404 Telephone - Cellular	270,000	0	270,000	10,000	6,100	6,100
10 406 Telephone - Data Communications Services	10,000	0	10,000	29,000	93,006	13,970
10 414 Student Senate	29,000	13,970	42,970	2,156,826	1,883,269	853,963
10 540 School Trips - Transportation	2,178,646	832,143	3,010,789	60,000	37,935	0
Total Supplies & Services	60,000	0	60,000	409,906	404,704	74,390
10 501 Replacement of Furniture & Equipment - General	484,296	0	484,296	95,000	58,833	-34,750
10 502 Replacement of Furniture & Equipment - Computer Technology	60,250	0	60,250	564,906	501,473	39,640
10 503 Replacement of Furniture & Equipment - Network Connectivity	604,546	0	604,546	0	0	0
Total Replacement of F&E	0	0	0	0	0	0
10 602 Rental/Lease - Furniture & Equipment - Computer Technology	15,000	30,000	15,000	15,400	14,673	-400
10 603 Rental/Lease - Furniture & Equipment - Network Connectivity	0	13,301	30,000	158,300	160,094	30,000
Total Rental Expenditures	0	13,301	171,601	158,300	160,094	13,301
10 640 Instructional Advertising	158,300	0	158,300	150,274	197,741	-26,236
10 653 Other Professional Fees	124,038	26,950	150,988	144,350	52,967	27,650
10 654 Other Contractual Services	145,050	0	145,050	1,000	572	0
10 661 Software Fees & Licenses	1,000	70,251	71,251	469,324	426,047	44,315
10 662 Maintenance Fees - Computer Technology	0	0	0	0	895	0
10 702 Association & Membership Fees - Individuals	443,388	0	443,388	0	895	0
Total Fees & Contractual Services	0	0	0	0	0	0
10 705 Student Bursaries/Awards	650,294	-218,289	432,005	650,294	432,006	-218,289
Total Other	650,294	-218,289	432,005	650,294	432,006	-218,289
10 790 Amortization	650,294	-218,289	432,005	650,294	432,006	-218,289
Total Amortization	650,294	-218,289	432,005	650,294	432,006	-218,289
Total INSTRUCTION	61,271,625	598,183	61,869,808	61,279,195	54,691,616	590,613

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
SPECIAL EDUCATION						
Total Salaries & Wages	10,868,793	71,345	10,940,138	11,327,969	11,344,568	-387,831
Total Employee Benefits	2,160,144		2,160,144	2,134,946	1,028,629	25,198
12 315 Professional Development - Academic & S.O.'s	25,500	-2,143	23,357	34,000	13,099	-10,643
12 317 Professional Development - Non Teaching	16,700	700	17,400	16,800	14,169	600
Total Staff Development	42,200	-1,443	40,757	50,800	27,268	-10,043
12 320 Textbooks & Learning Materials	17,000		17,000	17,000	6,568	0
12 325 Program Supplies	87,500	11,556	99,056	92,500	97,417	6,556
12 330 Instructional Supplies	11,000		11,000	11,000	26,662	0
12 335 Printing & Photocopying - Instructional	0		0	0	1,244	0
12 336 Printing & Photocopying - Non-instructional	10,800		10,800	10,800	7,662	0
12 361 Automobile Reimbursement	91,470	-14,666	76,804	92,670	74,811	-15,866
12 402 Repairs - Computer Technology	3,000		3,000	2,000	3,731	1,000
12 404 Telephone - Cellular	3,375	-425	2,950	3,375	1,231	-425
12 405 Telephone - Voice	3,000		3,000	3,000	485	0
12 407 Postage	200		200	200	44	0
12 410 Office Supplies & Services	4,500		4,500	4,500	1,627	0
12 416 SEAC	500		500	1,000	298	-500
12 501 Replacement of Furniture & Equipment - General	0	10,500	10,500	1,562	1,562	10,500
12 540 School Trips - Transportation	0	1,800	1,800	0	92	1,800
Total Supplies & Services	232,345	8,765	241,110	238,045	223,436	3,065
12 501 Replacement of Furniture & Equipment - General	46,500	57,500	104,000	50,000	109,173	54,000
12 502 Replacement of Furniture & Equipment - Computer Technology	376,500	163,500	540,000	376,500	129,808	163,500
12 503 Replacement of Furniture & Equipment - Network Connectivity	0		0	0	0	0
Total Replacement of F&E	423,000	221,000	644,000	426,500	238,981	217,500
12 654 Other Contractual Services	49,300		49,300	49,300	40,343	0
12 702 Association & Membership Fees - Individuals	0		0	200	407	-200
Total Fees & Contractual Services	49,300		49,300	49,500	40,750	-200
Total SPECIAL EDUCATION	13,775,782	299,667	14,075,449	14,227,760	12,903,632	-152,311

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
SCHOOL MANAGEMENT						
Total Salaries & Wages	6,954,411	-5,686	6,948,725	7,122,652	7,093,432	-173,927
Total Employee Benefits	1,039,666	-3,978	1,035,688	1,031,567	261,758	4,121
15 315 Professional Development - Academic & S.O.'s	10,000	13,500	23,500	63,210	9,484	-39,710
15 317 Professional Development - Non Teaching	6,000	38,150	44,150	6,000	2,034	38,150
Total Staff Development	16,000	51,650	67,650	69,210	11,518	-1,560
15 320 Textbooks & Learning Materials	0	0	0	0	605	0
15 325 Program Supplies	0	8,000	8,000	5,500	435	2,500
15 335 Printing & Photocopying - Instructional	0	0	0	0	14	0
15 336 Printing & Photocopying - Non-instructional	0	0	0	35,350	22,555	-35,350
15 361 Automobile Reimbursement	16,000	1,000	17,000	17,100	11,565	-100
15 401 Repairs - Furniture & Equipment	0	0	0	0	0	0
15 404 Telephone - Cellular	0	0	0	0	13,129	0
15 405 Telephone - Voice	75,405	0	75,405	75,405	67,651	0
15 406 Telephone - Data Communications Services	0	0	0	0	2,683	0
15 407 Postage	32,046	0	32,046	32,046	28,956	0
15 410 Office Supplies & Services	130,954	0	130,954	130,954	128,422	0
15 415 School Council Supplies	43,982	-4,722	39,260	43,982	39,202	-4,722
15 502 Replacement of Furniture & Equipment - Computer Technology	0	0	0	0	0	0
Total Supplies & Services	298,387	4,278	302,665	340,337	315,217	-37,672
15 501 Replacement of Furniture & Equipment - General	10,000	0	10,000	10,000	61,279	0
15 502 Replacement of Furniture & Equipment - Computer Technology	0	80,000	80,000	0	23	80,000
15 503 Replacement of Furniture & Equipment - Network Connectivity	10,050	0	10,050	14,998	0	-4,948
Total Replacement of F&E	20,050	80,000	100,050	24,998	61,303	75,052
15 621 Rental/Lease - Photocopier	0	0	0	0	0	0
Total Rental Expenditures	0	0	0	0	0	0
15 661 Software Fees & Licenses	7,650	0	7,650	14,406	8,356	-6,756
15 662 Maintenance Fees - Computer Technology	110,000	30,000	140,000	239,750	110,331	-99,750
15 719 School Counter	20,000	0	20,000	20,000	20,480	0
Total Fees & Contractual Services	137,650	30,000	167,650	274,156	139,167	-106,506
Total SCHOOL MANAGEMENT	8,466,164	156,264	8,622,428	8,862,920	7,882,394	-240,492

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
STUDENT SUPPORT SERVICES						
Total Salaries & Wages	471,544	-52,500	419,044	395,872	366,309	23,172
Total Employee Benefits	86,968	-6,300	80,668	74,224	70,895	6,444
Total Staff Development	1,500	22,500	24,000	1,500	0	22,500
21 315 Professional Development - Academic & S.O.'s						
Total Staff Development	1,500	22,500	24,000	1,500	0	22,500
21 325 Program Supplies	1,000	-1,000	0	1,000	0	-1,000
21 361 Automobile Reimbursement	2,500	-2,500	0	1,000	0	-1,000
21 404 Telephone - Cellular	400	-400	0	400	271	-400
Total Supplies & Services	3,900	-3,900	0	2,400	271	-2,400
Total STUDENT SUPPORT SERVICES	563,912	-40,200	523,712	473,996	437,475	49,716
COMPUTER SERVICES						
Total Salaries & Wages	765,395		765,395	813,048	812,929	-47,653
Total Employee Benefits	194,702		194,702	182,693	102,269	12,009
Total Staff Development	18,000	10,000	28,000	18,000	31,450	10,000
22 317 Professional Development - Non Teaching						
Total Staff Development	18,000	10,000	28,000	18,000	31,450	10,000
22 325 Program Supplies	1,710	0	1,710	1,710	2,491	0
22 332 Books & Periodicals	450		450	450	94	0
22 336 Printing & Photocopying - Non-instructional	1,200		1,200	1,200	806	0
22 361 Automobile Reimbursement	28,000		28,000	28,000	22,187	0
22 402 Repairs - Computer Technology	20,000		20,000	25,000	12,983	-5,000
22 404 Telephone - Cellular	8,500		8,500	8,500	5,839	0
22 405 Telephone - Voice	3,500		3,500	3,500	675	0
22 406 Telephone - Data Communications Services	39,000		39,000	39,000	1,750	0
22 407 Postage	800		800	800	370	0
22 410 Office Supplies & Services	1,500		1,500	3,600	3,424	-2,100
Total Supplies & Services	104,660	0	104,660	111,760	50,618	-7,100
22 501 Replacement of Furniture & Equipment - General	0	270,000	270,000	0	3,969	270,000
22 502 Replacement of Furniture & Equipment - Computer Technology	5,850		5,850	5,850	331	0
Total Replacement of F&E	5,850	270,000	275,850	5,850	4,300	270,000
22 653 Other Professional Fees	0	0	0	0	0	0
22 654 Other Contractual Services	23,000	0	23,000	23,000	14,955	0
22 661 Software Fees & Licenses	0	0	0	1,430	0	-1,430
22 662 Maintenance Fees - Computer Technology	59,102	0	59,102	59,102	20,183	0
22 702 Association & Membership Fees - Individuals	500	0	500	500	204	0
Total Fees & Contractual Services	82,602	0	82,602	84,032	35,342	-1,430
Total COMPUTER SERVICES	1,171,209	280,000	1,451,209	1,215,383	1,036,907	235,826

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
LIBRARY SERVICES						
Total Salaries & Wages	708,801	6,488	715,289	830,037	854,043	-114,748
Total Employee Benefits	153,836		153,836	190,743	56,357	-36,907
Total Staff Development	2,000		2,000	2,000	490	0
23 317 Professional Development - Non Teaching	2,000		2,000	2,000	490	0
Total Textbooks & Learning Materials	5,000		5,000	5,000	4,673	0
23 320 Textbooks & Learning Materials	5,000		5,000	5,000	4,673	0
23 321 Library Books	35,000	-16,000	19,000	35,000	63,961	-16,000
23 325 Program Supplies	10,000		10,000	10,000	12,709	0
23 330 Instructional Supplies	0		0	0	869	0
23 335 Printing & Photocopying - Instructional	1,000		1,000	1,000	1,385	0
23 361 Automobile Reimbursement	4,000		4,000	4,000	4,126	0
23 404 Telephone - Cellular	0		0	0	170	0
23 410 Office Supplies & Services	0		0	0	0	0
Total Supplies & Services	55,000	-16,000	39,000	55,000	87,894	-16,000
23 662 Maintenance Fees - Computer Technology	0	16,000	16,000			16,000
Total Fees & Contractual Services	0	16,000	16,000			16,000
Total LIBRARY SERVICES	919,637	6,488	926,125	1,077,780	998,784	-151,655
GUIDANCE SERVICES						
Total Salaries & Wages	862,935		862,935	986,862	1,037,327	-123,927
Total Employee Benefits	84,416		84,416	97,921	15,468	-13,505
24 320 Textbooks & Learning Materials	0		0	0	546	0
24 330 Instructional Supplies	0		0	0	1,720	0
24 335 Printing & Photocopying - Instructional	0		0	0	1,883	0
Total Supplies & Services	0		0	0	4,149	0
Total GUIDANCE SERVICES	947,351		947,351	1,084,783	1,056,944	-137,432

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
TEACHER SUPPORT SERVICES						
Total Salaries & Wages	852,858	-9,107	843,751	1,179,504	1,132,395	-335,753
Total Employee Benefits	101,249		101,249	132,601	25,314	-31,352
Total Staff Development	18,500	-3,500	15,000	17,500	16,371	-2,500
25 315 Professional Development - Academic & S.O.'s	18,500	-3,500	15,000	17,500	16,371	-2,500
Total Program Supplies	985,447	-903,145	82,302	1,004,724	893,302	-922,422
25 325 Application Software	0		0	0	0	0
25 331 Printing & Photocopying - Instructional	25,500	-1,000	24,500	26,500	4,691	-2,000
25 336 Printing & Photocopying - Non-instructional	0		0	0	0	0
25 361 Automobile Reimbursement	30,500	-4,000	26,500	29,500	25,116	-3,000
25 404 Telephone - Cellular	4,700	-1,900	2,800	4,700	2,344	-1,900
25 405 Telephone - Voice	0		0	0	0	0
25 406 Telephone - Data Communications Services	500	-500	0	500	0	-500
25 407 Postage	0		0	0	0	0
25 410 Office Supplies & Services	0		0	0	0	0
Total Supplies & Services	1,046,647	-910,545	136,102	1,065,924	925,453	-929,922
25 502 Replacement of Furniture & Equipment - Computer Technology	0		0	0	0	0
Total Replacement of F&E	0		0	0	0	0
25 640 Instructional Advertising	0		0	0	11,513	0
25 653 Other Professional Fees	45,000	5,000	50,000	45,000	47,995	5,000
25 701 Association & Membership Fees - Board	10,000		10,000	10,000	9,499	0
25 702 Association & Membership Fees - Individuals	3,050	-500	2,550	3,050	502	-500
Total Fees & Contractual Services	58,050	4,500	62,550	58,050	69,509	4,500
Total TEACHER SUPPORT SERVICES	2,077,304	-918,652	1,158,652	2,453,579	2,169,042	-1,294,927

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
GOVERNANCE/TRUSTEES						
Total Salaries & Wages	64,700		64,700	64,700	63,943	0
Total Employee Benefits	2,588		2,588	2,588	980	0
Total Staff Development	23,000		23,000	23,000	25,589	0
31 317 Professional Development - Non Teaching	23,000		23,000	23,000	25,589	0
31 336 Printing & Photocopying - Non-instructional	3,500		3,500	3,500	0	0
31 359 Student Trustees	5,000		5,000	5,000	2,824	0
31 361 Automobile Reimbursement	10,000		10,000	10,000	12,597	0
31 404 Telephone - Cellular	3,000		3,000	3,000	4,030	0
31 406 Telephone - Data Communications Services	3,600		3,600	3,600	4,982	0
31 407 Postage	200		200	200	0	0
31 410 Office Supplies & Services	500		500	500	429	0
31 501 Replacement of Furniture & Equipment - General	0		0	0	0	0
31 502 Replacement of Furniture & Equipment - Computer Technology	2,000		2,000	2,000	0	0
Total Supplies & Services	27,800		27,800	27,800	24,862	0
31 701 Association & Membership Fees - Board	49,000		49,000	49,000	46,034	0
31 702 Association & Membership Fees - Individuals	250		250	250	0	0
31 725 Miscellaneous	5,000		5,000	5,000	3,321	0
Total Other	54,250		54,250	54,250	49,355	0
Total GOVERNANCE/TRUSTEES	172,338		172,338	172,338	164,729	0
GENERAL ADMINISTRATION						
Total Salaries & Wages	1,184,805		1,184,805	1,298,425	1,335,535	-113,820
Total Employee Benefits	164,447	206	164,653	186,979	61,000	-22,326
32 315 Professional Development - Academic & S.O.'s	43,527		43,527	45,327	32,035	-1,800
32 316 Professional Memberships - Academic	1,000		1,000	1,000	225	0
32 317 Professional Development - Non Teaching	7,900		7,900	5,900	3,894	2,000
Total Staff Development	52,427		52,427	52,227	36,153	200
32 322 Books & Periodicals	2,250		2,250	2,250	2,242	0
32 325 Program Supplies	0	1,000	1,000	0	1,167	1,000
32 336 Printing & Photocopying - Non-instructional	16,100	-3,900	12,200	16,000	4,103	-3,800
32 361 Automobile Reimbursement	10,400	1,000	11,400	10,900	7,402	500
32 404 Telephone - Cellular	11,200	1,000	12,200	12,200	8,559	0
32 405 Telephone - Voice	0	1,500	1,500	0	1,015	1,500
32 406 Telephone - Data Communications Services	600	400	1,000	600	868	400
32 410 Office Supplies & Services	8,100		8,100	8,100	6,990	0
Total Supplies & Services	48,650	1,000	49,650	50,050	32,346	-400
32 501 Replacement of Furniture & Equipment - General	1,800		1,800	1,800	2,188	0
32 502 Replacement of Furniture & Equipment - Computer Technology	1,350		1,350	1,350	1,530	0
Total Replacement of F&E	3,150		3,150	3,150	3,718	0
32 640 Instructional Advertising	14,200		14,200	13,900	11,302	300
32 641 Community Relations	0	0	0	0	0	0
32 652 Legal Fees	15,000		15,000	15,000	11,062	0
32 653 Other Professional Fees	20,000		20,000	20,000	8,364	0
32 654 Other Contractual Services	2,500		2,500	2,000	820	500
32 661 Software Fees & Licenses	0		0	0	0	0
32 672 Liability Insurance	111,430	-10,000	101,430	128,430	97,677	-27,000
32 701 Association & Membership Fees - Board	200		200	200	0	0
Total Fees & Contractual Services	163,330	-10,000	153,330	179,530	129,226	-26,200
<i>2012-2013 Budget Revised</i>						

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012 2012	Actual 2011-2012	Increase (Decrease)
32 702 Association & Membership Fees - Individuals	11,650		11,650	13,650	11,335	-2,000
32 710 Interest	53,590		53,590	0	6,116	53,590
32 725 Miscellaneous	25,900	1,000	26,900	28,200	18,338	-1,300
Total Other	91,140	1,000	92,140	41,850	35,789	50,290
32 790 Amortization	62,949	-15,825	47,124	62,949	47,123	-15,825
Total Amortization	62,949	-15,825	47,124	62,949	47,123	-15,825
Total GENERAL ADMINISTRATION	1,770,898	-23,619	1,747,279	1,875,160	1,680,891	-127,881
BUSINESS ADMINISTRATION						
Total Salaries & Wages	590,140		590,140	590,140	573,244	0
Total Employee Benefits	133,597	-532	133,065	129,191	52,708	3,874
33 317 Professional Development - Non Teaching	6,000		6,000	4,500	5,661	1,500
33 318 Professional Memberships - Non Teaching	3,000		3,000	2,000	2,096	1,000
Total Staff Development	9,000		9,000	6,500	7,757	2,500
33 336 Printing & Photocopying - Non-instructional	4,000		4,000	4,000	-1,139	0
33 361 Automobile Reimbursement	1,500		1,500	1,500	974	0
33 405 Telephone - Voice	18,000	-6,000	12,000	18,000	11,842	-6,000
33 406 Telephone - Data Communications Services	1,800		1,800	1,800	1,639	0
33 407 Postage	12,000	6,000	18,000	12,000	18,911	6,000
33 410 Office Supplies & Services	17,100		17,100	17,100	12,908	0
Total Supplies & Services	54,400	0	54,400	54,400	45,136	0
33 501 Replacement of Furniture & Equipment - General	9,000		9,000	9,000	7,682	0
33 502 Replacement of Furniture & Equipment - Computer Technology	4,500		4,500	4,500	0	0
Total Replacement of F&E	13,500		13,500	13,500	7,682	0
33 640 Instructional Advertising	2,655		2,655	2,655	319	0
33 651 Audit Fees	45,000		45,000	45,000	54,710	0
33 653 Other Professional Fees	2,600		2,600	0	4,619	2,600
33 654 Other Contractual Services	71,000		71,000	71,000	62,951	0
33 661 Software Fees & Licenses	8,000		8,000	8,000	2,707	0
33 662 Maintenance Fees - Computer Technology	103,200		103,200	93,200	72,265	10,000
33 702 Association & Membership Fees - Individuals	2,000		2,000	2,000	1,173	0
Total Fees & Contractual Services	234,455		234,455	221,855	198,744	12,600
33 729 Foreign Exchange Gain/Loss	0		0	0	5,925	0
Total Other	0		0	0	5,925	0
Total BUSINESS ADMINISTRATION	1,035,092	-532	1,034,560	1,015,586	891,196	18,974

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
HUMAN RESOURCES ADMINISTRATION						
Total Salaries & Wages	404,084		404,084	481,315	465,003	-77,231
Total Employee Benefits	90,669		90,669	99,978	46,828	-9,309
34 317 Professional Development - Non Teaching	4,550		4,550	4,550	2,248	0
34 318 Professional Memberships - Non Teaching	1,400		1,400	1,700	887	-300
Total Staff Development	5,950		5,950	6,250	3,134	-300
34 322 Books & Periodicals	1,500		1,500	1,500	1,232	0
34 325 Program Supplies	0		0	0	0	0
34 361 Automobile Reimbursement	2,000		2,000	2,000	1,857	0
34 410 Office Supplies & Services	8,150	-5,000	3,150	8,150	2,367	-5,000
34 421 Recruitment of Staff	25,000	-5,000	20,000	25,000	53,231	-5,000
Total Supplies & Services	36,650	-10,000	26,650	36,650	58,687	-10,000
34 650 Labour Relations	200,000		200,000	200,000	123,597	0
34 653 Other Professional Fees	4,000	-2,000	2,000	4,000	3,799	-2,000
34 654 Other Contractual Services	29,000		29,000	29,000	30,049	0
34 661 Software Fees & Licenses	6,720	50,000	56,720	6,720	3,029	50,000
34 662 Maintenance Fees - Computer Technology	0		0	0	0	0
34 702 Association & Membership Fees - Individuals	1,200		1,200	1,400	1,437	-200
Total Fees & Contractual Services	240,920	48,000	288,920	241,120	161,911	47,800
Total HUMAN RESOURCES ADMINISTRATION	778,273	38,000	816,273	865,313	735,563	-49,040
TECHNICAL ADMINISTRATION						
Total Salaries & Wages	56,365		56,365	56,363	56,931	2
Total Employee Benefits	14,737		14,737	13,857	14,191	880
35 503 Replacement of Furniture & Equipment - Network Connectivity	6,700		6,700	10,000	4,783	-3,300
Total Replacement of F&E	6,700		6,700	10,000	4,783	-3,300
35 661 Software Fees & Licenses	7,650		7,650	14,408	8,356	-6,758
Total Fees & Contractual Services	7,650		7,650	14,408	8,356	-6,758
Total TECHNICAL ADMINISTRATION	85,452		85,452	94,628	84,261	-9,176

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

SCHOOL OPERATIONS

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
Total Salaries & Wages	3,782,463	135,000	3,917,463	3,935,331	3,980,359	-17,868
Total Employee Benefits	1,016,773	14,075	1,030,848	1,011,167	390,596	19,681
40 317 Professional Development - Non Teaching	2,000		2,000	2,000	120	0
Total Staff Development	2,000		2,000	2,000	120	0
40 340 Plant Operations Supplies	270,235		270,235	270,235	205,867	0
40 341 Electricity	1,414,722		1,414,722	1,326,627	1,250,281	88,095
40 343 Heating - Gas	359,245		359,245	356,844	265,764	2,401
40 346 Water & Sewage	175,911		175,911	172,189	167,684	3,722
40 361 Automobile Reimbursement	15,000		15,000	15,000	5,722	0
40 404 Telephone - Cellular	2,000		2,000	2,000	1,314	0
40 430 Maintenance Supplies	50,000		50,000	50,000	17,155	0
40 431 Maintenance Services	0		0	0	0	0
40 435 Caretakers Supplies	3,500		3,500	3,500	0	0
Total Supplies & Services	2,290,613		2,290,613	2,196,395	1,913,787	94,218
40 501 Replacement of Furniture & Equipment - General	40,500		40,500	40,500	26,252	0
40 502 Replacement of Furniture & Equipment - Computer Technology	1,800		1,800	1,800	0	0
Total Replacement of F&E	42,300		42,300	42,300	26,252	0
40 610 Rental/Lease - Instructional Accommodation	38,616	-30,648	7,968	101,429	95,753	-93,461
Total Rental Expenditures	38,616	-30,648	7,968	101,429	95,753	-93,461
40 654 Other Contractual Services	700,000		700,000	700,000	722,379	0
40 661 Software Fees & Licenses	20,000		20,000	20,000	19,963	0
40 681 Moving of Portables	10,000		10,000	60,000	8,735	-50,000
Total Fees & Contractual Services	730,000		730,000	780,000	751,076	-50,000
40 790 Amortization	3,131,607	151,518	3,283,125	3,131,607	3,283,125	151,518
Total Amortization	3,131,607	151,518	3,283,125	3,131,607	3,283,125	151,518
Total SCHOOL OPERATIONS	11,034,372	269,945	11,304,317	11,200,229	10,441,069	104,088

SCHOOL MAINTENANCE

Total Salaries & Wages	800,378		800,378	800,378	758,794	0
Total Employee Benefits	189,528		189,528	176,020	130,211	13,508
41 317 Professional Development - Non Teaching	2,500		2,500	2,500	2,948	0
Total Staff Development	2,500		2,500	2,500	2,948	0
41 340 Plant Operations Supplies	0		0	0	0	0
41 361 Automobile Reimbursement	15,000		15,000	15,000	1,931	0
41 370 Vehicle Fuel	30,000		30,000	30,000	35,952	0
41 401 Repairs - Furniture & Equipment	1,000		1,000	1,000	0	0
41 404 Telephone - Cellular	6,000		6,000	6,000	4,705	0
41 430 Maintenance Supplies	125,000		125,000	125,000	150,896	0
41 431 Maintenance Services	350,000		350,000	300,000	709,893	50,000
41 432 Landscaping	6,000		6,000	6,000	5,134	0
41 434 Building & Grounds (School Based)	61,368		61,368	61,368	10,079	0
41 438 Municipal Improvements	5,000		5,000	5,000	581	0
41 439 Local Improvement Supplies	10,000		10,000	10,000	0	0
41 440 Vehicle Maintenance & Supplies	10,000		10,000	10,000	13,974	0
41 449 Health & Safety	18,000		18,000	18,000	5,321	0
Total Supplies & Services	637,368		637,368	587,368	938,466	50,000

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
41 501 Replacement of Furniture & Equipment - General Replacement of F&E	4,500		4,500	4,500	0	0
Total	4,500		4,500	4,500	0	0
41 754 Debenture Interest - post May 15, 1998	85,600		85,600	88,847	90,621	-3,247
Total Interest Charges on Long Term Debt	85,600		85,600	88,847	90,621	-3,247
41 625 Rental/Lease - Vehicles	0		0	0	0	0
Total Rental Expenditures	0		0	0	0	0
41 653 Other Professional Fees	2,000		2,000	2,000	0	0
41 654 Other Contractual Services	8,000		8,000	8,000	19,081	0
41 661 Software Fees & Licenses	20,000		20,000	20,000	22,415	0
41 671 Property Insurance	110,793	10,000	120,793	90,793	85,222	30,000
41 673 Vehicle Insurance	11,000		11,000	8,000	11,898	3,000
41 702 Association & Membership Fees - Individuals	2,000		2,000	2,000	1,481	0
Total Fees & Contractual Services	153,793	10,000	163,793	130,793	140,097	33,000
Total SCHOOL MAINTENANCE	1,873,667	10,000	1,883,667	1,790,406	2,061,137	93,261
SCHOOL RENEWAL						
42 760 Local Improvements	1,396,504	9,701	1,406,205	1,452,555	966,679	-46,350
42 767 Green Schools Pilots	0		0	0	47,387	0
Total Supplies & Services	1,396,504	9,701	1,406,205	1,452,555	1,014,066	-46,350
Total SCHOOL RENEWAL	1,396,504	9,701	1,406,205	1,452,555	1,014,066	-46,350
NEW PUPIL PLACES						
43 754 Debenture Interest - post May 15, 1998	2,336,426		2,336,426	2,523,475	2,440,252	-187,049
43 761 Capital Loan Interest	0		0	0	62,698	0
Total Interest Charges on Long Term Debt	2,336,426		2,336,426	2,523,475	2,502,950	-187,049
Total NEW PUPIL PLACES	2,336,426		2,336,426	2,523,475	2,502,950	-187,049

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

OP & MAINT/CAPITAL-NON INSTRUCTIONAL

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
Total Salaries & Wages	35,412		35,412	47,216	37,655	-11,804
Total Employee Benefits	10,200		10,200	12,931	10,226	-2,731
44 336 Printing & Photocopying - Non-instructional	3,000		3,000	3,000	882	0
44 340 Plant Operations Supplies	0		0	0	6,163	0
44 341 Electricity	39,738		39,738	36,703	36,403	3,035
44 343 Heating - Gas	10,049		10,049	9,383	9,494	666
44 346 Water & Sewage	3,221		3,221	3,072	2,176	149
44 361 Automobile Reimbursement	0		0	0	205	0
44 405 Telephone - Voice	4,200		4,200	4,200	423	0
44 410 Office Supplies & Services	2,500		2,500	2,500	5,404	0
44 430 Maintenance Supplies	45,000		45,000	45,000	65,221	0
44 431 Maintenance Services	20,000		20,000	20,000	24,007	0
44 449 Health & Safety	0		0	0	38	0
Total Supplies & Services	127,708		127,708	123,858	150,418	3,850
44 501 Replacement of Furniture & Equipment - General	2,000		2,000	2,000	0	0
Total Replacement of F&E	2,000		2,000	2,000	0	0
44 754 Debenture Interest - post May 15, 1998	46,127		46,127	47,877	47,468	-1,750
Total Interest Charges on Long Term Debt	46,127		46,127	47,877	47,468	-1,750
44 611 Rental/Lease - Non-Instructional Accommodation	49,500		49,500	49,500	27,625	0
Total Rental Expenditures	49,500		49,500	49,500	27,625	0
44 653 Other Professional Fees	0		0	0	0	0
44 654 Other Contractual Services	30,000		30,000	30,000	15,451	0
Total Fees & Contractual Services	30,000		30,000	30,000	15,451	0
Total OP & MAINT/CAPITAL-NON INSTRUCTIONAL	300,947		300,947	313,382	288,843	-12,435

DIRECT CAPITAL & DEBT

45 754 Debenture Interest - post May 15, 1998	363,729		363,729	373,850	373,849	-10,121
Total Interest Charges on Long Term Debt	363,729		363,729	373,850	373,849	-10,121
45 762 Other Capital	146,395		146,395	146,395	146,395	0
Total Other	146,395		146,395	146,395	146,395	0
Total DIRECT CAPITAL & DEBT	510,124		510,124	520,245	520,244	-10,121

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
TRANSPORTATION - GENERAL						
Total Salaries & Wages	0		0	0	0	0
Total Employee Benefits	0		0	0	0	0
50 317 Professional Development - Non Teaching	0		0	0	0	0
Total Staff Development	0		0	0	0	0
50 361 Automobile Reimbursement	0		0	0	0	0
50 404 Telephone - Cellular	0		0	0	290	0
50 410 Office Supplies & Services	0		0	0	0	0
Total Supplies & Services	0		0	0	290	0
50 654 Other Contractual Services	206,190		206,190	187,997	288,389	18,193
50 661 Software Fees & Licenses	0		0	0	0	0
50 702 Association & Membership Fees - Individuals	0		0	0	0	0
Total Fees & Contractual Services	206,190		206,190	187,997	288,389	18,193
Total TRANSPORTATION - GENERAL	206,190		206,190	187,997	288,679	18,193
TRANSPORTATION - HOME TO SCHOOL						
51 654 Other Contractual Services	4,560,320		4,560,320	4,909,683	5,153,772	-349,363
51 720 Transfers to Other Boards	0		0	0	0	0
Total Fees & Contractual Services	4,560,320		4,560,320	4,909,683	5,153,772	-349,363
Total TRANSPORTATION - HOME TO SCHOOL	4,560,320		4,560,320	4,909,683	5,153,772	-349,363
TRANSPORTATION - SCHOOL TO SCHOOL						
52 654 Other Contractual Services	0		0	0	0	0
52 725 Miscellaneous	0		0	0	0	0
Total Fees & Contractual Services	0		0	0	0	0
Total TRANSPORTATION - SCHOOL TO SCHOOL	0		0	0	0	0
TRANSPORTATION - OTHER						
53 654 Other Contractual Services	0		0	0	0	0
Total Fees & Contractual Services	0		0	0	0	0
Total TRANSPORTATION - OTHER	0		0	0	0	0

Brant Haldimand Norfolk Catholic District School Board 2012-2013 Revised Expenditure Estimates excluding TCA

	Revised Budget	Revised Change	Revised Budget	Revised 2011-2012	Actual 2011-2012	Increase (Decrease)
CONTINUING EDUCATION						
Total Salaries & Wages	0	0	0	0	0	0
Total Employee Benefits	0	0	0	0	0	0
55 330 Instructional Supplies	0	0	0	0	0	0
55 335 Printing & Photocopying - Instructional	0	0	0	0	0	0
Total Supplies & Services	0	0	0	0	0	0
Total CONTINUING EDUCATION	0	0	0	0	0	0
OTHER NON-OPERATING						
59 462 SGF Expense	4,000,000	4,000,000	4,000,000	4,000,000	3,709,119	0
59 722 Claims & Settlements	0	0	0	0	75,000	0
59 795 Loss on Disposal of TCA	0	0	0	0	0	0
Total Other	4,000,000	4,000,000	4,000,000	4,000,000	3,784,119	0
Total OTHER NON-OPERATING	4,000,000	4,000,000	4,000,000	4,000,000	3,784,119	0
TOTAL BUDGET	119,253,587	685,245	119,938,832	121,596,393	110,788,312	-1,657,561

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE

Prepared by: Chris N. Roehrig, Director of Education & Secretary

Presented to: Committee of the Whole

Submitted on: January 22, 2013

Submitted by: Chris N. Roehrig, Director of Education & Secretary

STRATEGIC PLAN 2012 - 2015

Public Session

BACKGROUND INFORMATION:

The development of a Multi-Year Strategic Plan is required under the terms of the Education Act. "Establishing and monitoring the implementation of the Board's Multi-Year Strategic Plan, with a budget that supports it, is a very important legislated responsibility of the board of trustees."¹

The Board has endorsed a mission, motto, strategic commitments, core values and pillars that are consistent with the 2009-2012 Strategic Plan. The Strategic Planning Committee has met to provide input into the themes (goals) that will correspond with each pillar. The Board also received a report summarizing the key messages that were conveyed through the public participation process from last spring. The Board approved the themes, foci and draft initiatives that will be part of the 2012-2015 Strategic Plan.

DEVELOPMENTS:

A draft version of the strategic plan was sent to all administrators for a final round of vetting prior to the presentation of the Strategic Plan. Furthermore, the Catholicity section of the draft strategic plan was reviewed at the first meeting of the Catholic Education Advisory Committee and feedback was provided to the Director of Education.

The Strategic Plan 2012-2015 showcases the Board's commitment to faith formation, high levels of student achievement, high levels of public confidence in the Catholic school system, 21st century learning needs, strong leadership in our schools and to effective communication to all stakeholders. The three-year strategic plan showcases a high degree of integration between pillars and initiatives. The three-year strategic plan points the Board in a direction that recognizes that we need to be responsive to the Catholic community we serve. The proposed strategic plan is consistent with the feedback that was received by trustees, through public participation exercises and through staff focus groups.

The Strategic Plan (once adopted) will coincide with a communication and marketing strategy that is intended to raise the profile of the plan in the community. A draft of the initial communication to the system is attached as Appendix A.

The Board will receive an update regarding the system's progress in implementing the plan before the end of June. The plan (once approved) will provide the Board with a sign-post to guide decisions for program and budget that will ensure our Catholic community is served with a high quality and faith-based education. The Strategic Plan 2012-2015 is attached as Appendix B.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Strategic Plan 2012-2015.

2012 – 2015

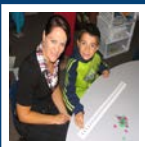
Strategic Plan

CATHOLICITY



- Improve the capacity of our Catholic community to lead faith-based activities in our school system
- Ensure that the religion and Family life Program is given the highest priority in our schools
- Improve the relationship between our schools and our parishes

STUDENT ACHIEVEMENT



- Increase levels of student achievement for junior division students in the area of mathematics
- Increase levels of student achievement for intermediate division students in the area of mathematics
- Increase levels of student achievement for secondary students in the area of literacy

LEADERSHIP



- Improve the ability of our leaders in the area of instructional practice
- Improve the skills and knowledge of our leaders in relation to personal leadership resources
- Improve the ability of our leaders in the human resources and labour relations areas

COMMUNICATIONS



- Provide timely, appropriately-delivered and relevant information to our Catholic community
- Build trusting relationships with our community members
- Demonstrate honest, successful collaboration



Goal	Initiative	Source	Metric	Target
Improve the capacity of our Catholic community to lead faith-based activities in our school system.	Plan, implement and model faith formation experiences for leadership development at meetings with the current Principals, Vice-principals and Senior Administration.	Faith Animator's Operational Plan Board Foundations Document Growing in Virtue Document Board Theme	<ul style="list-style-type: none"> ◦ Exit cards ◦ Appropriation tool ◦ Meeting minutes 	<p>Administrators will witness stronger faith leadership through school and system meetings and various faith initiatives.</p> <p>Evidence of common faith language used throughout the system.</p>
	Plan, implement and model faith formation experiences with teachers to support their faith journey and to improve their capacity to celebrate, model and lead faith-based experiences in their schools.	Faith Animator's Operational Plan Board Foundations Document Growing in Virtue Document Board Theme	<ul style="list-style-type: none"> ◦ Ongoing teacher feedback to principals through staff meetings; culmination at year-end staff meeting. 	100% of teachers experience system support on their faith journey.
	Plan, implement and model faith formation experiences with trustees.	Faith Animator's Operational Plan Board Foundations Document Growing in Virtue Document Board Theme	<ul style="list-style-type: none"> ◦ Use of power cycle tool ◦ (steps of power cycle tool: evaluation, recommendations, decision, action). 	All trustees continue to grow in their faith as Catholic community leaders.
	Provide annual Catholic leadership symposiums for Grade 7 leaders and secondary school student council leaders to help them discover the joy of our faith. Timeline of delivery: August, February and May.	Catholic Social Teaching Catholic Moral Teaching Board Foundations Document Growing in Virtue Document	<ul style="list-style-type: none"> ◦ Attendance of student participants. ◦ Exit cards to measure student experience of celebrating our faith and their future commitment to Catholic leadership. 	<p>Grade 7 symposium participants continue in Catholic student leadership in Grade 8 and beyond.</p> <p>Catholic student leadership is vibrant within the school.</p>
	Recognize and further develop significant student Catholic leadership through an annual formation retreat and celebratory awards dinner.	Catholic Social Teaching Catholic Moral Teaching Board Foundations Document Growing in Virtue Document	<ul style="list-style-type: none"> ◦ Retreat exit card. ◦ Input from administrators following the event. 	<p>100% participation of those invited to the dinner.</p> <p>Use student/ administrator input to enrich/continue the celebration of faith.</p>
	Pastoral plans will be developed and implemented annually in all secondary schools.	Chaplaincy Leaders, Principal, pastoral team, Faith Animator	<ul style="list-style-type: none"> ◦ Principals report to Superintendent on implementation progress. 	100% of secondary schools have a written pastoral plan that is being implemented.

Ensure that the Religion and Family Life Program is given the highest priority in our schools.

Goal	Initiative	Source	Metric	Target
	The Elementary Religion and Family Life Advisory Committee will focus on the elementary curriculum needs and oversee the training and resources being developed to support classroom teachers.	Religion Consultant Operational Plan Board Foundations Document Growing in Virtue Document Religion & Family Life curriculums and programs	<ul style="list-style-type: none"> Teacher's weekly timetables. Principal classroom visits. 	100% of elementary schools have 200 minutes of Religion and Family Life program delivered in the classroom (Grades 1-8).
	Introduce Faith Fairs to all elementary schools over a three-year period. Faith Fairs will showcase the content of our elementary religion programs. The Faith Fairs will be held during Catholic Education Week.	Hamilton Wentworth Catholic District School Board Faith Fair Model Religion & Family Life curriculum	<ul style="list-style-type: none"> Testimonials by teachers and administration. Senior Administration's observation of Family of Schools. 	Participation: Year 1 - 15% Year 2 - 50% Year 3 - 100%
	Elementary - Develop assessment and evaluation guidelines for Religion and Family Life for the 2013 final reporting period. Update and in-service/train teachers annually.	Key Learnings Document Religion curriculum and program Family Life curriculum and program	<ul style="list-style-type: none"> Initial and follow-up survey to teachers to collect data around areas of concern and needs regarding assessment and evaluation. 	Increased teacher capacity in the evaluation of Religion & Family Life.
	Elementary - Create and implement a multi-year training plan to support the implementation of the revised Religion curriculum and new resources. Training will commence in 2013.	Religion Curriculum Religion Resource (yet to be published)	<ul style="list-style-type: none"> Survey teachers during initial years of implementation. 	Improve new program implementation with each phase. Provide support to all teachers by addressing their needs.
	Form a Secondary Religion Advisory Committee that will focus on implementing secondary religion program, planning and assessment.	Religion Consultant Operational Plan Board Foundations Document Monographs Growing in Virtue Document Curriculum Catholic Curriculum Corporation Resources Diocesan Religion Consultants	<ul style="list-style-type: none"> Survey secondary religion teachers to establish baseline of needs. Principal/ Vice-Principal observations through TPA process. Student Achievement reporting. 	By year 3, significant teacher needs addressed. Ensure accurate consistency in the delivery and the assessment and evaluation of secondary religion curriculum. Increase student engagement as reflected in final course grades.

Improve the relationship between our schools and our parishes.

Secondary – Plan, develop and implement an arts campaign to announce and celebrate the board theme through the Secondary Religion Advisory Committee/Arts Department Heads.

Showcase the arts campaign during Catholic Education week, and in January and June.

Board Theme Planning Guide
Religion Curriculum Grades 9-12

- Religion and Family Life Consultant to report on progress in year one, two and three.
- Sample artifacts collected from the arts campaign.

All secondary schools will publicly display the board's theme through the arts.

Parents in the Catholic community will be familiar with the Religion and Family Life program and board theme.

Secondary – Compile, develop and integrate digital resources for teachers to use in the Religion Program from teacher best practice, the Catholic Curriculum Corporation and other valid sources. Work will begin in spring of 2013.

Catholic Curriculum Corporation
Teacher best practice and other valid sources

- Survey of religion teachers focusing on their current use of technology.

Year 1 - plan developed for integration of digital resources.

Year 2-3: All religion teachers are using digital resources.

Establish a liaison between the Catholic Regional Parent Involvement Committee and the School-Parish Relations Focus Group.

Catholic Regional Parent Involvement Committee
School-Parish Relations Group
Catholic Education Advisory Committee

- Action items from meeting minutes.

Increased opportunities for parent engagement with school and parish.

Continuation of a School-Parish Relations Focus Group for the purpose of improving our schools' relationships with our parishes. Possible projects include:

- Coordination of Pre-JK programs for families through early learning.
- Coordination of the London Diocese Confirmation project Grades 7-12.
- Increased communication with parish councils.

Director of Education
Chair of Brant Deanery

- Meeting agendas and minutes.
- Committee evaluation: "start-stop-continue" exercise each June.

Concrete feedback to inform next steps.

School-Parish Relations Focus Group will investigate establishing a parish family of schools model to support the development of an elementary school pastoral plan.

Director of Education
Chairs of Brant, Haldimand and Norfolk Deaneries
Principals and Pastor
School-Parish Planning Guidelines
Administrative Procedure 800.01

- Minutes from the meetings of the School-Parish Relations Group.
- Minutes from the meetings of the pastoral team / school administration.
- Year's faith activities calendar.

Pastoral elementary school plan includes setting up a yearly calendar re: school masses, dates for First Reconciliation/First Communion / Confirmation, priest and/or lay pastoral assistants' visits to school, joint-parish school initiatives.

Strong and trusting parish- school relationships.

STUDENT ACHIEVEMENT

Goal	Initiative	Source	Metric	Target
<p>Increase levels of student achievement for junior division students in the area of mathematics.</p>	<p>Teams of teachers of Grades 4 to 6 will conduct in-class investigations of student work and lessons of mathematics in classrooms, using a collaborative inquiry and learning process, allowing teachers to integrate new knowledge and understanding of student learning and classroom instruction into their professional practice.</p>	<p>Board Improvement Plan for Student Achievement 2012-2015</p>	<ul style="list-style-type: none"> ◦ Collaborative Inquiry Learning Continuum survey results. ◦ EQAO results 2013-14. ◦ Report card data. 	<p>For 2014-15, 75% of students in schools participating in the Collaborative Inquiry Learning – Math project will achieve Level 3 or higher on Grade 6 EQAO Mathematics.</p>
	<p>Netbooks will be distributed to all teachers of Grades 4 to 8 with an instructional focus on best practices for teaching Mathematics (e.g. using the 3-part lesson planning format).</p>	<p>Board Improvement Plan for Student Achievement 2012-2015</p>	<ul style="list-style-type: none"> ◦ 21st Century Teacher Survey results. ◦ 21st Century Student Survey results. ◦ Tracking of individual student learning assessment and evaluation data. ◦ Report card data. 	<p>For 2014-15, 75% of students in schools participating in the Collaborative Inquiry Learning – Math project will achieve Level 3 or higher on Grade 6 EQAO Mathematics.</p>
	<p>Schools will develop Mathematics achievement goals by division based on student learning needs.</p> <p>School Plans may attend to some or all of the following:</p> <ul style="list-style-type: none"> • Three-part lesson design • The assessment framework (learning goals, co-constructed success criteria, student self-assessment and descriptive feedback) • Effective questioning (open and parallel) • Use of manipulatives • Math-talk learning communities • Process expectations 	<p>School Improvement Plan</p>	<ul style="list-style-type: none"> ◦ Tracking of individual student learning assessment and evaluation data. ◦ Report card data. 	<p>Mathematics goals identified in School Improvement Plans.</p> <p>Schools will meet identified mathematics targets.</p>

STUDENT ACHIEVEMENT

Goal	Initiative	Source	Metric	Target
Increase levels of student achievement for intermediate division students in the area of mathematics.	Teams of teachers of Grades 7 and 8 will conduct in-class investigations of student work and lessons in mathematics in classrooms using a collaborative inquiry learning process, allowing teachers to integrate new knowledge and understanding of student learning and classroom instruction into their professional practice.	Board Improvement Plan for Student Achievement 2012-2015	<ul style="list-style-type: none"> ◦ Collaborative Inquiry Learning continuum survey results. ◦ Tracking of individual student learning assessment and evaluation data. ◦ Report card data. 	For 2014-15, 62% of students studying at the Applied Level will achieve Level 3 or higher on the Grade 9 EQAO Mathematics Test.
	Teams of teachers that teach Grade 9 Mathematics will work in teams to refine their teaching practice to improve student achievement. Some of the best practices will include: using open and parallel questions, math-talk learning communities, the 3-part lesson planning process and gap closing resources.	Board Improvement Plan for Student Achievement 2012-2015	<ul style="list-style-type: none"> ◦ Tracking of individual student learning assessment and evaluation data. ◦ Report card data. ◦ EQAO results 2012-13. ◦ EQAO results 2013-14. 	For 2014-15, 62% of students studying at the Applied Level will achieve Level 3 or higher on the Grade 9 EQAO Mathematics Test.
Increase levels of student achievement for elementary school students in the area of literacy.	Teachers of Grades Kindergarten, 1 and 2 will work in teams to conduct investigations based on student work to refine instructional strategies that relate to reading and writing. The learning will assist teachers to integrate new knowledge and understanding of student learning and classroom instruction into their professional practice.	Board Improvement Plan for Student Achievement 2012-2015	<ul style="list-style-type: none"> ◦ Grade 1 Developmental Reading Assessment data collected Oct. 2012, June 2013. ◦ Progress of Collaborative Inquiry Learning initiatives will be monitored in designated schools. 	For 2012-13, 75% of Grade 1 students will achieve Developmental Reading Assessment benchmarks.
			<ul style="list-style-type: none"> ◦ Collaborative Inquiry Learning Student Work and Artifacts shared in Networked Moderation Sessions. ◦ Collaborative Inquiry Learning continuum survey results. 	<p>For 2012-13, 78% of Grade 2 students will achieve Developmental Reading Assessment benchmarks.</p> <p>For 2014-15, Grade 3 EQAO Reading 76% will achieve Level 3 or higher.</p>

STUDENT ACHIEVEMENT

Goal	Initiative	Source	Metric	Target
<p>Increase levels of student achievement for secondary school students in the area of literacy.</p>	<p>Teachers that teach Grade 9 and 10 Applied Level Courses will work in teams to conduct investigations based on student work to refine instructional strategies that relate to reading and writing. The learning will assist teachers to integrate new knowledge and understanding of student learning and classroom instruction into their professional practice.</p>	<p>Board Improvement Plan for Student Achievement 2012-2015</p>	<ul style="list-style-type: none"> ◦ Tracking of individual student learning assessment and evaluation data. ◦ Report Card data. ◦ EQAO results 2013-14. 	<p>For 2014-15, OSSLT: 90% of secondary students will pass the OSSLT.</p>
	<p>Teachers will work in teams to refine their practices to improve the ability of students identified as learning disabled to become stronger self-advocates.</p>	<p>Board Improvement Plan for Student Achievement 2012-2015</p>	<ul style="list-style-type: none"> ◦ Tracking of learning disabled students in each secondary school. ◦ Review of Individual Education Plans (IEPs) of learning disabled students. 	<p>In-service of school administrators and guidance department staff on identifying learning disabilities.</p> <p>Input on IEP from individual secondary students identified as learning disabled as to their needs and strengths.</p>

Goal	Initiative	Source	Metric	Target
Increase the ability to be instructional leaders to improve student achievement.	Principals and vice-principals will work in learning teams to improve their ability to monitor and supervise instruction in their schools. The learning teams will work together at family of schools meetings. Some examples of the learning topics include: netbooks (e.g., Destination Reading), literacy best practices, assessment moderation, demonstration videos, provincial resources, the assessment framework and the professional learning cycle.	Board Improvement Plan for Student Achievement Ministry of Education Professional Learning Cycle	<ul style="list-style-type: none"> Agendas and minutes from family of schools meetings. Learning team presentations. 	100% of agendas report and reference progress of school learning teams.
	Principals and vice-principals will develop school improvement plans for student achievement focused on staff development that link the Strategic Plan, the Board Improvement Plan for Student Achievement, and Ministry of Education initiatives.	Board Improvement Plan for Student Achievement School Improvement Plan	<ul style="list-style-type: none"> School Improvement Plans and staff growth plans. 	100% of annual learning plans will have direct links to School Improvement Plans and Board Improvement Plans.
	Aspiring teacher leaders will participate in teacher leadership programs (Introduction to Teacher Leadership and Aspiring Catholic Leaders). Aspiring administrators will participate in an internship programs to develop future school administrators.	Board Leadership and Development Plan Growing in Virtue Document	<ul style="list-style-type: none"> Qualified Catholic leaders prepared to assume system leadership responsibilities. Survey of supports and needs for aspiring leaders. Qualified staff internal applicant list. 	Sufficient number of internal candidates to meet evolving system needs.
Improve the skills and knowledge of our leaders in relation to personal leadership resources.	Newly appointed principals and vice-principals will participate in a mentoring program that will combine training and coaching by experienced principals, vice-principals and supervisory officers. Training will address faith formation, instructional leadership and Personal Leadership Resources.	Board Leadership and Development Plan	<ul style="list-style-type: none"> Survey of supports and needs for newly-appointed leaders. 	Feedback from newly-appointed leaders indicates areas of need and level 3 values of current supports.

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Improve the ability to be human resources and labour relations leaders.

Principals, vice-principals and aspiring leaders will develop annual growth plans that address Personal Leadership Resources (as outlined in the Ontario Leadership Framework), instructional leadership and personal faith formation. Annual growth plans will be monitored and supervised by supervisory officers.

Board Leadership and Development Plan

Ontario Leadership Framework

- Annual Growth Plans reflecting Personal Leadership Resources.

100% of Annual Growth Plans for administrators reflect a focus and change in practice in at least one area of Personal Leadership Resources.

Principals and vice-principals will participate in monthly training sessions to refine their ability to manage conflict effectively, to effectively coach employees, to work through difficult conversations and to performance manage employees. The training will address Personal Leadership Resources [as outlined in the Ontario Leadership Framework: Cognitive Resources (i.e., problem solving), Social Resources (i.e., perceive and manage emotions), Psychological Resources (i.e., optimism and resiliency)].

Board Leadership and Development Plan

- Monthly Principal meeting agendas
- Survey Feedback on application of Personal Resources

50% of system and school leaders trained in Cognitive Coaching Foundations.

Level 3 feedback on satisfaction of appropriateness and value of Personal Resource development opportunities.

Principals and vice-principals will participate in the Leadership in Human Resources Certificate Course (Recruitment and Selection of Employees, Performance Management, Managing in a Union Environment, and Health and Safety).

Board Leadership and Development Plan

- System leaders completing the program.
- Satisfaction survey – program appropriately covers topics identified.

By 2015, all system leaders will have completed the first cycle of the Human Resources Certificate Program.

Program meets expectations of participants.

Selected principals and vice-principals will work in learning teams to refine their performance management skills.

Board Leadership and Development Plan

- Audit of principal performance appraisals to improve student learning.

Performance appraisals will comply with Ministry regulations (20% per year).

Language and standards will reflect Board Improvement Plan for Student Achievement goals, consistent with Professional Learning Communities.

COMMUNICATIONS

Goal	Initiative	Source	Metric	Target
Provide timely, appropriately-delivered and relevant information to our Catholic community.	Survey and dialogue with individual school communities to establish methods of fulfilling local communications needs.	Communications Office 2012-2015 Initiative.	<ul style="list-style-type: none"> ◦ Google Analytics ◦ Survey Tool 	100% of schools having parents/members who participate.
	Incorporate 'on-line subscription' feature for Board and school information such as newsletters and events.	Information Technology / Communications Office projects.	<ul style="list-style-type: none"> ◦ Website Data Report 	Minimal number of 'unsubscribed' users.
	Plan and implement a web-based interface project to support communication with parents (e.g., Moodle, Desire 2 Learn).	Board Communication Strategy involving multiple departments including 'minimum requirements' list.	<ul style="list-style-type: none"> ◦ Data Services Report 	More than 75% of classrooms in the system have met or exceeded the minimum requirements.
	Develop a social media playbook (a 'how to' guide for staff to follow on the social Web).	Communications Office 2012-2015 Initiative.	<ul style="list-style-type: none"> ◦ Portal Access/Usage Report 	100% of school administrators can access and reference items in the social media playbook.
Build trusting relationships with our community members.	Develop and implement projects that support two-way communication with our Catholic community (i.e., 'Ask a question' button added to the online version of a newsletter).	Communications Office and Information Technology 2012-2015 Initiatives.	<ul style="list-style-type: none"> ◦ Website Submissions 	100% of publications clearly include a method of communication or identifies a contact.
	Tell our story and demonstrate our success. Include the use of testimonials so that the Catholic community has the opportunity to 'share their story'.	Communications Office 2012-2015 Plan and School Initiatives.	<ul style="list-style-type: none"> ◦ Board and School website monitoring 	100% of school websites host success stories.
	Develop current, easy-to-navigate elementary school websites that use new communication utilities and are accessibility compliant.	Communications Office and Information Technology 2012-2015 Initiatives.	<ul style="list-style-type: none"> ◦ School website monitoring ◦ Parent/community member survey 	100% of elementary schools use their websites as the primary method of online communication with parents and community.
	Increase the use of video on the Board and school websites as a communication tool.	Communications Office 2012-2015 Plan and School Initiatives.	<ul style="list-style-type: none"> ◦ Board and School website monitoring 	100% of school websites host video.

Goal	Initiative	Source	Metric	Target
Demonstrate honest, successful collaboration.	Execute public participation events where the collective voice is shared and has a positive impact.	System participation events.	◦ Attendance at the public event	Increased and well-documented number of initiatives impacted by public participation.
	Provide our Catholic community (partners, parents, parent council members, etc.) with the opportunity to participate in online discussions. Community members who cannot attend an event/session in person will still have the opportunity to participate.	System participation events and Communications Office project.	◦ Website Submissions	100% of all community events include an online participation component / method.
	Increase the use of online surveys and polls for school and system initiatives. (Note: provide paper versions, if required.)	Communications Office 2012-2015 Plan and School Initiatives.	◦ Website Submissions ◦ Completion of paper survey	Increased and well-documented number of initiatives impacted by online surveys and polls.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD COMMITTEE OF THE WHOLE

Prepared by: Leslie Telfer, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: January 22, 2013
Submitted by: Chris N. Roehrig, Director of Education & Secretary

FINANCIAL LITERACY IN THE ONTARIO CURRICULUM Public Session

BACKGROUND INFORMATION:

The Ministry of Education is emphasizing the importance of ensuring that Ontario students have the opportunity to improve their financial literacy. Financial literacy may be defined as “having the knowledge and skills needed to make responsible economic and financial decisions with competence and confidence”.

DEVELOPMENTS:

The government is committed to enhancing and highlighting opportunities for financial literacy education within the current Ontario Curriculum from Grades 4-12 beginning in the 2011-12 school year. Knowledge and skills associated with financial literacy have always been important and are included in several subject disciplines in the current elementary and secondary curriculum.

Elementary and secondary students have the opportunity to improve their financial literacy and are encouraged to learn more about how to make informed financial decisions. In the classroom, students are learning about saving, spending and investing money, and they will develop the critical skills needed in today's complex financial world. A junior classroom example links financial literacy to the Religion and Family Life curriculum expectations. In the Family Life strand, *Living in the World*, students are asked to examine the significance of human activity and its consequences for both earth and human society. Sample questions might include: “How must we work for justice for all to ensure fair labour practices?”; “How do our spending practices have local and global effects?” Students are required to think critically about different perspectives and financial implications. This example demonstrates how financial literacy contributes to the development of knowledgeable, compassionate citizens.

In order to assist teachers with planning their programs while incorporating financial literacy knowledge and skills, the Ministry has developed documents detailing the *Financial Literacy – Scope and Sequence of Expectations* in the elementary and secondary curriculum. The documents identify topics and opportunities related to financial literacy within existing expectations in the Ontario curriculum for Grades 4-8 and Grades 9-12.

The elementary and secondary Scope and Sequence documents can be found at:
<http://www.edu.gov.on.ca/eng/document/policy/FinLitGr4to8.pdf>
<http://www.edu.gov.on.ca/eng/document/policy/FinLitGr9to12.pdf>

Additional resources include links to appropriate websites and are available on Financial Literacy GAINS at www.edugains.ca/newsite/financialLiteracy/index.html.

Teachers have been encouraged to access resources developed by the Catholic Curriculum Corporation, which will help elementary and secondary teachers address the core content and competencies required for financial literacy through the lens of the religious and family life education programs. These documents are available at <http://www.catholiccurriculumcorp.org/resources.asp#3025>

Other resources, such as additional lesson plans, resource guides and highlight videos will be posted to Financial Literacy GAINS as they become available. All teachers have been made aware of this information and how to access the support resources.

RECOMMENDATION:

THAT the Committee of the Whole refers the Financial Literacy in the Ontario Curriculum report to the Brant Haldimand Norfolk Catholic District School Board for receipt.



**2012-13
Trustee Meetings and Events**

Date	Time	Meeting/Event	New / Revised
January 22, 2013	7:30 pm	Committee of the Whole	
January 29, 2013	7:30 pm	Board Meeting	
February 12, 2013	9:00 am	Executive Council Mtg.	
February 13, 2013	<i>RESERVED</i>	<i>Generic Board Committees Meeting Day</i>	
February 13, 2013	7:00 pm	SEAC Meeting	
February 19, 2013	7:30 pm	Committee of the Whole	
February 26, 2013	1:00 pm	STSBHN Governance Mtg.	
February 26, 2013	7:30 pm	Board Meeting	
March 5, 2013	9:00 am	Executive Council Mtg.	
<i>March 11 – 15, 2013</i>		<i>MARCH BREAK</i>	
March 19, 2013	7:30 pm	Committee of the Whole	
March 20, 2013	7:00 pm	SEAC Meeting	
March 26, 2013	7:30 pm	Board Meeting	
March 27, 2013	<i>RESERVED</i>	<i>Generic Board Committees Meeting Day</i>	
April 9, 2013	9:00 am	Executive Council Mtg.	
April 10, 2013	7:00 pm	SEAC Meeting	
April 16, 2013	7:30 pm	Committee of the Whole	
April 23, 2013	7:30 pm	Board Meeting	
April 24, 2013	<i>RESERVED</i>	<i>Generic Board Committees Meeting Day</i>	
May 1 – 3, 2013		Board Art Show	
May 2 - 4, 2013		OCSTA AGM	
<i>May 5 – 10, 2013</i>		<i>Catholic Education Week</i>	
May 7, 2013	6:00 pm 6:30 pm	Celebration of the Arts – art viewing Celebration of the Arts - performances	
May 9, 2013	5:00 pm	Catholic Student Leadership Awards; with Bishop Bergie	
May 15, 2013	3:00 pm	Executive Council Mtg.	
May 15, 2013	7:00 pm	SEAC Meeting	
May 21, 2013	7:30 pm	Committee of the Whole	
May 22, 2013	<i>RESERVED</i>	<i>Generic Board Committees Meeting Day</i>	
May 28, 2013	1:00 pm	STSBHN Governance Mtg.	
May 28, 2013	7:30 pm	Board Meeting	
June 6-8, 2013		CCSTA Convention	
June 13, 2013	2:00 pm	Executive Council Mtg.	
June 12, 2013	<i>RESERVED</i>	<i>Generic Board Committees Meeting Day</i>	
June 12, 2013	7:00 pm	SEAC Meeting	
June 18, 2013	7:30 pm	Committee of the Whole	
June 25, 2013	7:30 pm	Board Meeting	
June 27, 2013	4:45 pm	Assumption College Graduation	
June 27, 2013	6:30 pm	Holy Trinity Graduation	
June 27, 2013	7:00 pm	St. John's College Graduation	