



- 5.2 Excursion – Glasgow, Scotland
Presenter: Bill Chopp, Superintendent of Education

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6. Information and Correspondence

- 6.1 Proposed OCSTA Amended and Restated By-Law 2014-01 – trustee feedback

- 6.2 Trustee Conference Attendance

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

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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, February 18, 2014 ♦ 7:00 pm
Boardroom

Trustees:

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

Absent:

Senior Administration:

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

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee McKinnon.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the February 18, 2014 meeting.

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 January 21, 2014 meeting.

4.2 THAT the Committee of the Whole refers the unapproved minutes of the Catholic Education Advisory Committee Meeting of January 16, 2014 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 Mental Health Leadership Team Meeting of January 29, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

4.4 THAT the Committee of the Whole refers the educational field trip summary report the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Dennis Blake

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 Pathways Update

Superintendent McKinnon advised that Pathways is one component of the Board Improvement Plan for Student Achievement and much progress has been made in providing diversified program offerings and building awareness with students and parents regarding pathways and career opportunities. He introduced Peter Svec, Student Achievement Consultant for Pathways, who provided an overview and update on the various pathways initiatives. Mr. Svec advised that Individual Pathways Plans, which is currently done in Grades 7-12, will be expanded to include JK to Grade 6 students in September 2014.

Moved by: Dennis Blake

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the Pathways Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.2 Information and Communication Technology Operation Plan Update

Superintendent Grice advised that the original three-year Information and Communication Technology Operation Plan has been updated and revamped to meet the demands in the area of technology on a go-forward basis for 2014-2017. He commented that the Plan focuses on consolidating and exploring existing resources, rather than adding new infrastructure. He introduced Norm Cicci, Manager of Information Technology and Brian Englefield, Student Achievement Consultant – 21st Century Learning who provided an overview of the various components of the plan. They emphasized how information and communication technology is being used to enhance teacher practice, improve student engagement and student achievement, as well as meet the needs of the 21st century learner. Discussion ensued and responses given to trustee questions. Trustee Casey commended staff on developing a thorough and forward thinking Plan.

Moved by: Bonnie McKinnon

Seconded by: Dennis Blake

THAT the Committee of the Whole refers the Information and Communication Technology Operation Plan Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried



5.3 Strategic Plan 2012-2015 – Communications Update

Superintendent Grice provided a mid-year update on the many initiatives in the area of Communications that are embedded in the 2012-2015 Strategic Plan. Initiatives showcase the Board's commitment to implementing innovative ways of communicating with staff, school communities and the public, revamping school websites to facilitate and increase usage, and increasing public participation opportunities through online discussions and surveys.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the 2012-2015 Strategic Plan – Communications Update report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.4 Integration Committee Report: Blessed Sacrament and St. Anthony Daniel

Superintendent Chopp reported on the first meeting of the Integration Committee. Items of discussion included the process for staffing Blessed Sacrament School for September 2014, transportation routes and times, artifact preservation, and the many joint activities that have been planned to positively integrate students and staff.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the Integration Committee Report – Blessed Sacrament and St. Anthony Daniel Schools to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence

A number of items were distributed and shared, as follows:

- A letter from the Director of the Catholic District School Board of Eastern Ontario requesting that all Boards consider becoming member Board of the Catholic Board Council, a branch of the Ontario Student Trustees' Association.
- Elementary and secondary enrolment comparisons as at October 31 from 1999 to 2013.
- A letter from Marino Gazzola, President of OCSTA, outlining the proposed OCSTA Amended and Restated By-Law Number 2014-01. Trustee feedback will be received at the March Committee of the Whole meeting.
- A resource produced by the Ontario Education Services Corporation titled, *Running for Election as a School Board Trustee: Guide for Candidates and Communities*.
- March 2014 issue of *Professionally Speaking*, the magazine of the Ontario College of Teachers.
- A memorial mass card is being sent to the family of Nancy Anderson, trustee with the Wellington Catholic District School Board.

Moved by: Dennis Blake

Seconded by: Rick Petrella

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

In response to Trustee Casey's inquiry, Superintendent Grice explained the process that is followed for determining an inclement day.

Trustee Blake requested that a report on how the Board handles the annual Christmas card contest be included on the March Committee of the Whole agenda.

Trustee Blake requested that trustees engage in a discussion regarding attendance at conferences at the March Committee of the Whole meeting.

Trustee Blake inquired when semester one secondary school report cards would be issued. Superintendent McKinnon will confirm the status tomorrow.

9. Business In-Camera

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board moves to an In-Camera Session.

Carried

10. Report on the In-Camera Session

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

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

Carried

11. Future Meetings

Attention was drawn to the revised listing of 2013-14 meetings and events for trustees.

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 February 18, 2014.

Carried



SPECIAL EDUCATION ADVISORY COMMITTEE
Wednesday, February 12, 2014 – 7:00 p.m.
Boardroom

Present: Lisa Stockmans (Chair), Dennis Blake, Catherine Custodio, Colleen Demarest, Jill Esposto, Carmen McDermid, Paul Sanderson, Heather Shisler, Leslie Telfer

Regrets: Krista Emmerson, Christine Pearce, Tracey Taylor, Teresa Westergaard-Hager

1. Opening Prayer

Carmen McDermid opened the meeting with a prayer.

2. Welcome and Opening Comments

Lisa Stockmans welcomed members and informed the group that as of next month, Penni Court will sit on the committee as a parent representative from St. Michael's School, Dunnville.

3. Approval of Agenda

Moved by: Paul Sanderson

Seconded by: Catherine Custodio

THAT the SEAC Committee approves the agenda of the February 12, 2014 meeting.

Carried

4. Approval of Minutes – January 8, 2014

Moved by: Heather Shisler

Seconded by: Dennis Blake

THAT the SEAC Committee approves the minutes of the meeting of January 8, 2014.

Carried

5. Presentation – Self Regulation

Lisa Kuyper, Principal of St. Theresa and Early Years Program Lead, gave a presentation on self-regulation. Ms. Kuyper's role allows her to interact with the Full Day Kindergarten (FDK) classrooms and to meet with teachers. There has been an increased awareness of some of the needs of students coming into the FDK classrooms, especially in the area of self-regulation. Ms. Kuyper explained the difference between self-regulation and compliance, and shared video segments by Dr. Stuart Shanker that explains self-regulation. This looks at how the child effectively and efficiently deals with stress and then recovers. The domains include physiology, emotion, cognition, social behavior and empathy. All five levels interact and influence each other. In order to enhance self-regulation, it is important to help the child identify what the stressors are and to remove them, teach self-awareness, discover how to calm the child when agitated and to find what works and what to avoid.



6. Community Agency Updates

Heather Shisler of Lansdowne Children's Centre spoke about reorganizing service delivery models and trying to blend in a more seamless fashion, providing a variety of interventions including the therapy approach which provides a window of how a child's "engine" runs. They are seeing stressors in 6-8 month olds.

Paul Sanderson of Contact Brant continued with the self-regulation theme, pointing out that we need to create the kind of environment that rather than fit the child into the mold, mold the program around the child, which relieves stress and anxiety right from the beginning. Paul also commented that he is seeing more co-working between agencies.

7. Business from the January 8, 2014 meeting

7.1 Agency Membership Letter

A letter requesting agency membership was shared with the group. Members reviewed the draft and agreed to send it to community agencies.

8. Reports

8.1 Special Education System Lead, Carmen McDermid

- Mrs. McDermid shared CCAT communication that goes home to parents. Schools administered the CCAT to 641 Grade 3 students over the course of one week. The testing focuses on verbal, quantitative and non-verbal abilities, giving specific data for each battery. The assessments are for the purpose of programming. The test has been modified to meet the needs of high needs students.
- Mrs. McDermid spoke about the Community of Practice meetings which are held approximately every six weeks and brings the Special Education Resource Teachers, Behaviour team and Secondary Special Education Department Heads together to discuss current best practices and to provide professional development.

8.2 Leslie Telfer, Superintendent of Education, shared the report that she presented at a Board meeting that focused on High Needs Amount, as well as the letter that will be sent to the Minister of Education on behalf of Trustees. Trustee Blake suggested that Appendix A (Table 2 – High Needs Amount) be attached to the letter to show the inequity of the HNA allocations across the Boards.

9. Business for Next Meeting

- Revised HNA letter to Minister of Education
- Update on Agency Membership

10. Adjournment

The meeting adjourned at 8:35 p.m.



REGIONAL CATHOLIC PARENT INVOLVEMENT COMMITTEE MEETING
Monday, February 24, 2014 – 7:00 p.m.
Boardroom

Present: See attached list

Speakers: Edith Heleniak, RCPIC Chair; Bill Chopp, Superintendent of Education; Jamie McKinnon, Superintendent of Education; Laurence McKenna and Mary Jane Beal, Guidance Counselors, Assumption College School; Tracey Austin, Manager of Communications; E.J. Hunt, System Math Teacher 7-12; Michael Skrzypek, System Math Teacher 4-6; Dianne Wdowczyk, Mental Health Lead

1. Welcome

Edith Heleniak, RCPIC Chair, welcomed all Parent Council representatives and Trustees June Szeman and Bonnie McKinnon.

2. Opening Prayer

Superintendent Chopp led the group in prayer.

3. Advanced Academic Program Overview

Superintendent McKinnon shared information regarding the new Advanced Placement (AP) program. He advised that a lot of work was done, primarily by Assumption College School (ACS) staff, to make this a possibility. Assumption College School has been designated as an AP school; St. John's College is awaiting its designation, and Holy Trinity will be next. Superintendent McKinnon introduced ACS guidance counselors Laurence McKenna and Mary Jane Beal, who explained more about the Science and Mathematics AP programs, the first two that will be offered starting in September 2014. AP programs give secondary students the opportunity to take a university-level course, to write a university-level exam, and to gain insight on what it takes to succeed at a post-secondary level. It is also anticipated that the skills they learn will positively impact their success level with their secondary studies. This advanced credit is recognized by many Canadian and American universities and colleges. Steps are being taken to identify students in Grades 9 and 10 who are likely to take AP programs, allowing for enrichment opportunities and more in-depth curriculum being made available prior to reaching their senior years. It was suggested by parents in attendance that more detailed information and materials be sent home with Grade 8 students so parents and students can be made aware of the program and what it entails, and that parent information sessions should be considered.

4. School Council Communication

Tracey Austin, Communications Manager, updated the group on the Board's communications processes. Elementary school websites are currently being revised using community feedback, and the Board website is also being reworked. The process is moving along and should be ready in approximately 12 months.



A social networking tool was requested by parents at the last RCPIC meeting and the Board has decided to use Twitter system wide. Ms. Austin commented that Twitter is a great way to engage with the community; it allows for two-way communication, which can be almost instantaneous. Training for all administrators is scheduled for May 13, 2014, which will include rules and regulations for principals to follow. A few schools are already being piloted including St. John's College, Assumption College School and St. Pius X. There have been over 500 tweets on the St. John's Twitter site, including calls to action. Ideally, schools will identify staff contact persons in different areas (faith, math, sports, etc.) to Tweet. Postcards will be sent home introducing the initiative.

Various questions by parents were addressed.

5. Math Tips for Parents

System Mathematics teachers, E.J. Hunt and Michael Skrzypek, engaged the group in discussions on helping their children with Mathematic. Mr. Hunt discussed the importance of developing positive attitudes toward math at home and strategies to foster a growth mindset. He stressed that praising a child for their work and effort during the process builds a growth mindset; telling a child that s/he is smart creates a fixed mindset. Growth mindset has been linked to making a tremendous difference in motivating students and ensuring that they remain persistent, resilient and focused on learning as a question's difficulty level increases.

Mr. Skrzypek demonstrated to the group that when children are exposed to numeracy in numerous ways, they are better equipped to grasp the different concepts. He used games such as Snakes and Ladders to describe the different concepts that are critical in a child's learning of mathematics. He also demonstrated the importance of mathematics in everyday life by using a hydro bill as an example, identifying its multiple data management components including graphs, calculating amounts, and calculating late fees. Michael also suggested introducing children to "Mathies", a website that has multiple tools for students K-12, including math games, challenges, and homework help.

6. Break

7. Mental Health

Dianne Wdowczyk, Mental Health Lead, shared that one in five people are living with mental illness. In a class of 30, six will have an identifiable mental illness. Promoting mental health means promoting a state of complete physical, mental and social well-being, and not merely the absence of disease or infirmity. The Province of Ontario has a 10-year strategy, with the first three years focused on children and youth. The Ministry of Education has made a number of commitments in this area including curriculum featuring mental health, educator guides, the hiring of mental health leaders, and providing implementation and support via School Mental Health Assistants. The goal is to educate educators, and to implement effective strategies.

Ms. Wdowczyk used clickers to survey the group on the following concerns that had previously been shared with Administrators:

- Mental Health in schools – very concerning
- Addictions in schools – somewhat concerning
- Importance of student mental health in school – very important
- How equipped, confident or prepared are educators and support staff in response to mental health needs in your school – somewhat



The group participated in an exercise regarding the top three social-emotional/mental health concerns in schools. Results were:

1. Anxiety
2. Social Relationships
3. Bullying/Harassment

Several comments were made by the group, including girl bullying; the fact that there are programs for girls' self-esteem but nothing for boys; and that the Roots of Empathy program is excellent and free to schools. Mrs. Wdowczyk expressed her appreciation of the efforts that the Special Education Department has made over the years in supporting students with special needs and building a culture of inclusion, which puts our Board in a good position with respect to Mental Health.

8. OAPCE

Edith Heleniak, RCPIC Chair and the Board's representative on the Ontario Association of Parents in Catholic Education (OAPCE), explained that the OAPCE bring together 24 Catholic School Boards for networking, sharing of share information, and professional development. A 75th Anniversary Conference is being held in Mississauga from May 23-24, 2014. More information on the conference and registration information is available on the OAPCE website at www.oapce.on.ca. Superintendent Chopp advised that anyone who would like to register can send their payment receipt to his secretary and the Board will reimburse the registration fee.

9. Closing Remarks

- May 4 - RCPIC Family Faith Day in London; more information to come.
- Survey to all school councils – Ministry initiatives
- Tom Grice, Superintendent of Business, will address School Fundraising at a future meeting.

PRESENT: Tom Grice, Superintendent of Business, BHNCDSD – President
Dan Dignard, Trustee, BHNCDSD – Director
David Dean, Trustee, GEDSB – alternate Director
Jamie Gunn, Superintendent of Business & Treasurer, GEDSB
Philip Kuckyt, Manager of Transportation, STSBHN – Secretary / Treasurer
Kathryn Underwood, Assistant to the Superintendent of Business,
GEDSB – Recording Secretary

TELECONFERENCE:
Mario Nantel, Director of Transportation and Payroll,
CSDCCS – alternate Director

REGRETS: Bobby Somaroo, Superintendent of Business, CSDCCS – Director

MINUTES ONLY:
John Forbeck, Director of Education & Secretary, GEDSB
Chris Roehrig, Director of Education & Secretary BHNCDSD
Réjean Sirois, directeur de l'éducation, CSDCCS

MINUTES

1.0 Call to Order, Welcome and Introductions – T Grice
The meeting was called to order by the President at 1:00 pm and introductions were made.

2.0 Approval of Agenda for February 25, 2014

Moved by: Dan Dignard
Seconded: Jamie Gunn

“THAT the agenda for February 25, 2014 be approved.”

CARRIED

- 3.0 Delegation-T. Diaz re: Inclement Weather (attached handout)
Ms. Diaz introduced herself and explained her concerns that initiated from the inclement weather starting Monday January 6, 2014. T. Diaz highlighted her presentation and requested that the STSBHN take a look at the system of decision making and closing schools in days of inclement weather.

The Director and members thanked T. Diaz for her time and explained that hearing the feedback from parents is welcomed and appreciated.

4.0 Approval & Signing of Minutes

Moved by: D Dignard
Seconded by: J Gunn

“THAT the minutes of October 22, 2013 be approved as distributed.”

CARRIED

5.0 Business Arising from Previous Meeting

5.1 Policy and Procedures Approval: 033-038

P Kuckyt directed the committee to the summary page in which he highlighted the minor changes made to the policy. The committee suggested further grammatical changes to the wording. The committee discussed volunteer drivers and if the policy review should include a review from legal services.

Moved by: D Dignard
Seconded by: Jamie Gunn

“That the STSBHN approve policies 033-038 as amended by the committee.”

CARRIED

6.0 Standing Business

6.1 Key Performance Indicators (KPI's)

P Kuckyt highlighted the significant changes in the areas of Cost, Service Performance, Safety, General and Communication.

6.2 Goals and Objectives-Update and Review

P Kuckyt explained that there are no updates from the last meeting.

6.3 Budget Analysis Report (attached) – P Kuckyt

P Kuckyt highlighted the items that showed increases in expenditures. No significant variances in total expenditures to Budget is expected for 2013-14.

7.0 New Business

7.1 Proposed Goals and Objectives

P Kuckyt highlighted the short, medium or long term goals and objectives and explained that listing of goals and objectives is a guide for the department.

7.2 Policy and Procedures Review: 039-043

P Kuckyt presented the proposed recommended changes and asked that the policies be presented to their respective boards seeking further changes and returned to P Kuckyt by May 13, 2014 for inclusion in the May agenda package. The Board of Directors asked if the policies could be distributed to the members separated out by each policy.

D Dean asked how many service animals are currently assisting students. P Kuckyt explained that there are currently two service dogs but that there have been other animals in the past.

J Gunn asked if the STSBHN Purchasing Policy follows the GEDSB purchasing policy. P Kuckyt explained that the dollar thresholds are the same; changes to approval authorities have been added to reflect the STSBHN's structure/hierarchy.

7.3 Inclement Weather

The committee discussed the matter relating to inclement weather procedures including; temperature thresholds, parental decision making authority, bus driver's determination of specific roadways as well as the Environment Canada Wind Chill Chart.

The Board of Directors discussed the concerns from the delegation presented by T. Diaz. The discussion included the road conditions vs. driver ability, municipal operating procedures resulting in variances in road conditions throughout the zones and consideration to cancelling certain routes within a zone. The operations committee will discuss these items at the next meeting to prepare an information package to be presented in the fall to the respective Board of Trustees to include: temperature considerations, other board procedures, identifying rural routes which experience common traction issues and procedures for closing specific routes and local municipal Road Clearing Procedures/Standards.

7.4 Walking Distance

P Kuckyt explained the historical walking distance for the different Boards and explained the changes after amalgamation and the current walking minimums of 1.6 km for elementary students and 3.2 km for secondary students. The committee discussed the impact of changing the current distances including additional operating costs and family impact.

The committee requested that recommendations and suggestions for walking distances should be brought forward at the same time as the inclement weather information and a report will be brought forward at the next operations committee meeting.

7.5 AGM and Election of Officers

P Kuckyt advised that elections are needed for the positions of President, Secretary&Treasurer, Auditors and called for nominations.

Moved by: D Dignard
Seconded by: T Grice.

“That the Board of Directors for 2014 be as follows:

Jamie Gunn, Superintendent of Business & Treasurer, GEDSB-President
Tom Grice, Superintendent of Business, BHCNDSB – Director
Dan Dignard, Trustee, BHCNDSB – Director
Don Werden, Trustee, GEDSB –Director
Bobby Somaroo, Superintendent of Business, CSDCCS – Director
Mario Nantel, Director of Transportation and Payroll, CSDCCS – alternate Director
Philip Kuckyt, Manager of Transportation, STSBHN – Secretary / Treasurer
Kathryn Underwood, Assistant to the Superintendent of Business, GEDSB – Recording Secretary.”
CARRIED

Moved by: D Dignard
Seconded by: J Gunn

“That the STSBHN Board of Directors meeting adjourn at 3:09pm.”
CARRIED

Next Meeting: Tuesday May 27, 2014, GEDSB-Norfolk Room



**Board Mental Health Leadership Team Committee
Wednesday, February 26 & Thursday, March 6, 2014
Room 116**

Present: Dianne Wdowczyk (Chair), Dennis Blake, Humberto Cacilhas, Bill Chopp, Terry Dunnigan, Carmen McDermid, Karen Mitchell, Chandra Portelli, Arden Smelser, Alice Sroka, Andrea Winger

Absent: Tracey Austin (minutes only member), Derek McEachen, Terre Slaght

1. Opening Prayer

The meeting opened with a prayer led by Dianne Wdowczyk.

2. Approval of the Agenda

The agenda was approved, as distributed.

3. Approval of the Minutes

The minutes were approved by consensus.

4. Discussion Items

4.1 Welcome and Introductions

Dianne Wdowczyk welcomed all members. As it was difficult to accommodate a meeting where all members could attend, it was explained that this meeting would be held twice, following the same agenda. Minutes would summarize and reflect both meetings. There was discussion about scheduling morning meetings in the future as school administrators find it difficult to leave their schools in the afternoon. Dianne Wdowczyk showed a video clip of *I Love Lucy* (the chocolate factory) in order to illustrate the need for a strategic plan.

4.2 Organizational conditions

Dianne Wdowczyk reviewed the 10 Organizational conditions required when drafting strategies; as provided by School Mental Health ASSIST. The group reflected on the current status of each condition and indicated goal areas (attached).

4.3 Feedback from Scans/Resource mapping

Dianne Wdowczyk shared results from the MH scan completed at February's Regional Catholic Parent Involvement Committee and compared them with the results from the Principals' MH scan completed earlier this fall. Many of the results were congruent with one another. Parents indicated a greater concern than did Principals with regards to drug use among students. Parents agreed with Principals that the top two concerns with regards to Mental Health in their schools were anxiety, followed by social relationships. Parents indicated Bullying as their third highest concern; however, discussion indicated this could be a symptom of poor social relationships and overuse of the term 'bullying'.



Dianne Wdowczyk indicated Resource mapping has been conducted via School Administrators, SERTs, and the Behaviour Team. Results of the mapping will be collated into a mapping tool that can be implemented annually.

4.4 Strategic Planning

The group reviewed the Brant Haldimand Norfolk Catholic District School Board's mission and priorities and agreed the MH strategic plan should directly reflect the mission, vision, values/commitments already established. Goals were discussed and the group agreed that goals should be divided into short, medium and long term. Potential goals are identified in the attached Organizational Conditions chart.

5. Information Items

5.1 CMHA Board of Directors

Dianne Wdowczyk reported that the Canadian Mental Health Association is requesting a representative from our school board to sit on their Board of Directors. The CMHA Board of Directors meets on the last Tuesday evening of every month. There were no volunteers at this time. Dianne Wdowczyk indicated she might accept the seat, if appropriate.

5.2 Peel District School Board 25th Annual Psychology Conference

The topic for this year's conference is: "When everything you've tried hasn't worked. Creative ways to resolve persistent behaviour problems". All members from the Behaviour Team plan on attending. Carmen McDermid indicated that members of her team are also interested. Dianne Wdowczyk will review the training budget within the Mental Health portfolio with Bill Chopp and Terre Slaght and determine if there might be funds available to send school administrators as has been done in the past.

6. Adjournment

**Brant Haldimand Norfolk Catholic District School Board
Review of Organizational Conditions to Date
March 6, 2014**

Condition	Areas for Reflection	Current Status/Progress to Date	Potential Goal Areas
1. Commitment	<ul style="list-style-type: none"> • Board leaders view child and youth mental health as a priority, and communicate this through action • Board leaders commit to Tiered Support Model • Help board staff to understand the rationale for the model, emphasizing the focus in schools on mental health promotion and prevention and the need to work with community partners for help with students with significant mental health concerns • Board leaders consistently attend community liaison meetings and internal Mental Health (MH) team meetings • Board leaders provide visible, strategic and tangible support for needed infrastructure, resources, staffing 	<ul style="list-style-type: none"> • some confusion among staff regarding behaviour vs. symptoms of mental illness • Social workers (SW) playing dual role of attendance counsellor and social worker • Child and Youth Workers (CYW) spread thinly across the Board 	<ul style="list-style-type: none"> • provide clarification between behaviours and symptoms of Mental illness • tiered support model to be utilized in all areas, e.g., bullying (low tier for all) to address skills in conflict resolution and problem solving • assist parents in understanding that schools are critical in MH promotion and prevention; community partners are to be utilized as resources for those with MH concerns • clarify roles of CYW and SW; ensure resources are in place to support infrastructure • ensure pathways and access to community supports
2. School Mental Health Leadership Team	<ul style="list-style-type: none"> • Board has a multi-disciplinary, multi-layered mental health leadership team • All of the right people are at the table (in terms of expertise, influence, relationships, representation) • Parent and youth voice are critical • Team has meaningful liaison with community partners • Team is focused on vision-setting, leadership, collaboration, strategy/program selection, problem-solving 	<ul style="list-style-type: none"> • Board team has been created and meets regularly • some schools have informal MH teams (some involving parent advisory councils) • parent voice surveyed at Regional Catholic Parent Involvement Committee (RCPIC) level 	<ul style="list-style-type: none"> • encourage each school to have a school mental health leadership team (including handling crisis) • MH to be on every agenda • consider the addition of a chaplain (currently have Consultant for Religion and Family Life) • parent and student voice to be added to board MH leadership team in year 2 • student surveys can be initiated this year, perhaps with help from Secondary Sociology courses
3. Clear and Focused Vision	<ul style="list-style-type: none"> • Board has shared, realistic goals • Vision is aligned with BIPSA and Board Strategic Plan • Vision is aligned with key principles in school mental health (e.g., preventive, linked with instruction, evidence-based, connected with partners at home and school, strong use of data) • Vision and goals are created collaboratively • Vision is the basis for decision-making 	<ul style="list-style-type: none"> • Mental Health strategic plan draft due in to Ministry March 31, 2014 • Catholicity fits nicely with stigma reduction and inclusivity of all students. 	<ul style="list-style-type: none"> • review updated BIPSA plan • ensure alignment • ensure Strategic Plan ties in Catholicity

Condition	Areas for Reflection	Current Status/Progress to Date	Potential Goal Areas
4. Shared Language	<ul style="list-style-type: none"> The Board Vision for school mental health is communicated clearly across the organization Foundational knowledge about student mental health is conveyed Terms are defined consistently Where differences in language occur (e.g., across sectors), there is translation Use of early identification tools can be helpful for finding common ways to speak of problem areas 	<ul style="list-style-type: none"> some improvement and enhancement in literacy skills inconsistent use of language across the Board currently exploring screening tools and whom to train unsure as to where MH documentation is stored and with whom it can be shared 	<ul style="list-style-type: none"> utilize screening tools in order to identify and determine pathways to care identify screeners (e.g., Behaviour Team, school administrators, System SERTs, SERTs) and consider job implications develop guidelines/protocols regarding information sharing and storing of documentation (OSR or other) focus on promotion of good mental health rather than focus on mental illness build capacity in all staff and ensure consistent language re: mental health vs. illness
5. Assessment of Initial Capacity	<ul style="list-style-type: none"> Assessment data informs the development of the Board Mental Health Strategy Before setting priorities, an assessment of organizational strengths, needs and resources (resource mapping) can be very helpful This assessment includes a scan of resources in the form of people, processes and programs Staff and student voice data can deepen understanding of needs 	<ul style="list-style-type: none"> MH scan completed by school administrators and RCPIC members Resource mapping completed by school administrators, SERTs, Behaviour Team 	<ul style="list-style-type: none"> conduct MH scan and resource mapping with school staff and students conduct MH scan and resource mapping annually
6. Standard Processes	<ul style="list-style-type: none"> Board has standard processes for school mental health: <ul style="list-style-type: none"> Who does what (role clarification) Selection of school and classroom evidence-based programs Delivery of training and coaching on programs and strategies Standards and tools for monitoring progress Partnerships with community Pathways to service 	<ul style="list-style-type: none"> internal process streamlined with regards to role clarification resource mapping completed tiered approach to training in suicide prevention underway [Applied Suicide Intervention Skills Training (ASIST) vs. Safe Talk] 	<ul style="list-style-type: none"> need to improve understanding of pathways to internal and external service integrate evidence-based programming into curriculum so that it is not an 'add on' annual resource mapping build coaching practices into those receiving suicide intervention training to ensure reliability explore shared training opportunities with co-terminous board and community agencies in order to offset training costs utilize telepsychiatry training opportunities review CCAC samples of mapping
7. PD Protocols	<ul style="list-style-type: none"> Board has a systematic approach to capacity building in mental health that includes: <ul style="list-style-type: none"> Mental Health Awareness for All Mental Health Literacy for those with students with emerging needs Mental Health Expertise for those delivering specialized assessment & intervention services 	<ul style="list-style-type: none"> some staff have received training in MH awareness (champion schools) Cohort team meeting, Community of Practice (COP) meeting training plans in place for Non-Violent Crisis Intervention (NVCI), ASIST, Safe Talk 	<ul style="list-style-type: none"> explore funding sources for training; curriculum, PD, Education for All, PLC for mental health, ELKP, Safe Schools explore ways to increase usage of restorative practice, Roots of Empathy, Tools for Life ensure protocols are in place when considering outside persons coming in to do trainings, assemblies, etc.

Condition	Areas for Reflection	Current Status/Progress to Date	Potential Goal Areas
7. PD Protocols (continued)	<ul style="list-style-type: none"> - High quality training protocols, delivered by an engaging expert - Job-embedded, with ongoing coaching 	<ul style="list-style-type: none"> • currently conflicting system needs when coaching model occurs (e.g., Tools for Life) • system calendar not aligned with portal • needs of Aboriginal students and Gay Lesbian Bisexual Trans-Gendered (GLBT) youth are met under equity and inclusion 	<ul style="list-style-type: none"> • consider a tiered implementation of MH training to Senior Administration and school administrators • Mental Health First Aid (all) • Safe Talk (all) • ASIST (some)
8. School Mental Health Strategy / Action Plan	<ul style="list-style-type: none"> • The Board Mental Health Strategy is aligned with system goals • The Strategy is founded on evidence-based practices in school mental health • The Strategy is tailored to local context and data with respect to board needs and strengths • The Strategy is focused on measureable outcomes • An implementation support plan is clearly articulated 	<ul style="list-style-type: none"> • Reviewing Culture scans, resource mapping, rate of referrals, etc. 	<ul style="list-style-type: none"> • draft of Strategic Plan due in to Ministry March 31, 2014 • ensure Suicide Administrative procedure is in place and aligned with compassionate care resource • review BIPSA to ensure alignment • utilize annual rubric model to determine growth in MH awareness, literacy and expertise.
9. Broad Collaboration	<ul style="list-style-type: none"> • The Board has several established platforms for dialogue and collaboration: <ul style="list-style-type: none"> - across departments and schools - with community and health agencies - with universities and other research organizations - with parents - with students - with other boards - with government 	<ul style="list-style-type: none"> • SEAC • RCPIC meetings • Children's Services Committee (Brant) • Child & Youth Planning Network (Haldimand-Norfolk) • community suicide prevention networks • liaise with Public Health • School mental health ASSIST: monthly meeting for MH Leads and Ministry representatives, etc. 	<ul style="list-style-type: none"> • enhance awareness of Pathways to Care for Administrators, SERTs, all school staff • enhance staff awareness of other services in the community • encourage items of Mental Health be on every meeting agenda • continue with community committees
10. Ongoing Quality Improvement	<ul style="list-style-type: none"> • The Board has a system of ongoing quality improvement, that includes measurement of: <ul style="list-style-type: none"> - program / strategy implementation - teacher perceptions and knowledge - student perceptions and knowledge - student outcomes 	<ul style="list-style-type: none"> • currently Spec Ed uses an evaluation tool • Survey Monkey determined usefulness and effectiveness of Tools for Life • MH culture scan completed by Administrators, RCPIC members • teacher perception and knowledge is currently difficult to assess 	<ul style="list-style-type: none"> • annual MH scan and culture surveys for administrators, teachers, students, parents • annual resource mapping • assess through student voice whom they are most likely to turn to with matters of mental distress or health • offer enhanced training to those whom students are most likely to turn • explore and utilize opportunities for joint training with other agencies/boards

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

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Committee of the Whole
Submitted on: March 18, 2014
Submitted by: Chris N. Roehrig, Director of Education & Secretary

TRUSTEE DETERMINATION AND DISTRIBUTION 2014 ELECTIONS Public Session

BACKGROUND INFORMATION:

The municipal elections to be held in October 2014 will include the election of school board trustees. In preparation for the election, school boards are required to determine the number of trustees to be elected and the distribution of those trustees as allowed under Regulation 412/00 of the *Education Act*. In addition, school boards must determine whether or not to designate a trustee to low population areas. The rationale for designation of a trustee to low population areas is to ensure representation to areas in which there may be insufficient population to justify a trustee based solely on the calculation.

The Education Act allows district school boards to reduce their number of elected members below the number provided for in the Act and Regulation 412/00, but not below the minimum number of five members. This can only be done by a resolution of the school board. If a school board chooses to exercise this option, the resolution must be passed before March 31st.

DEVELOPMENTS:

The Brant Haldimand Norfolk Catholic District School Board has four municipalities: the City of Brantford and the counties of Brant, Haldimand and Norfolk.

The Board must approve the following:

- 1. The Number of Trustees According to the Population of the Electoral Group:**
 - As the Brant Haldimand Norfolk Catholic District School Board has an electoral population less than 45,000, the number of trustees for the Board is six. (*Regulation 412/00*).
- 2. Low Population Representation:**
 - Based on the distribution, there is no need to designate a trustee to a low population area.
- 3. The Distribution of Trustees:**
 - Attached, as Appendix A, is a spreadsheet, which indicates the proposed allocation and the comparison to 2003. The distribution is proposed to be the same as the present allocation of trustees to municipalities.

RECOMMENDATION:

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approves the following:

1. THAT, for purposes of the 2014 election, the number of trustees is determined to be six.
2. THAT, for purposes of the 2014 election, the Brant Haldimand Norfolk Catholic District School Board has not designated any low population areas within its jurisdiction.
3. THAT, for the purposes of the 2014 election, the Brant Haldimand Norfolk Catholic District School Board has determined the distribution of trustees to be two trustees for the City of Brantford, two trustees for the County of Norfolk, one trustee for the County of Brant, and one trustee for the County of Haldimand.

Appendix A

BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

TRUSTEE DISTRIBUTION CALCULATION - 2014

	Electoral Population				Trustee Distribution	
	2003	2006	2010	2014	Electoral Quotient	Number of Trustees
City of Brantford	17,568	16,886	16,233	15,096	2.721	2
County of Brant	4,891	4,736	4,777	4,367	0.787	1
County of Haldimand	5,182	5,182	5,182	4,402	0.794	1
County of Norfolk	11,294	10,664	10,249	9,420	1.698	2
Total Board	38,935	37,394	36,229	33,285	6.000	6

TRUSTEE DETERMINATION - 2014

Trustee Determination by Electoral Population

- the number of trustees for Boards with an electoral population of less than 45,000 is six trustees

Trustee Determination by Population Density

- the number of trustees may be increased if the density factor is less than 4.0

- the population density = $\frac{\text{electoral population}}{\text{area in square kilometers}}$

$$= \frac{33,285}{4,067}$$

$$= 8.18$$

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

Prepared by: Bill Chopp, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: March 18, 2014
Submitted by: Chris N. Roehrig, Director of Education & Secretary

EXCURSION – GLASGOW, SCOTLAND
Public Session

BACKGROUND INFORMATION:

St. John's College is requesting approval for an excursion for the school Rugby team to Glasgow, Scotland from Friday evening, March 14, 2015 to Sunday, March 23, 2015 (no school days missed due to March Break.) Supervising teachers will include Scott Chisholm, Laurence McKenna and Christian Miller. Cost of the trip is estimated at \$2,200 per person.

DEVELOPMENTS:

Approximately 30-40 Grades 11 and 12 students from St. John's College will travel with Air Transit from Pearson Airport to Glasgow, Scotland. All transportation within Scotland is via chartered bus. The Scotland trip will provide students with the opportunity to understand and appreciate the culture and customs of a foreign country. The students will learn the history and tradition of one of Europe's interesting nations, while having the opportunity to compete in an international athletic competition by participating in three rugby matches against high schools in Scotland.

All information has been provided in accordance with Board policy and procedures.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to Glasgow, Scotland from Friday, March 14, 2015 to Sunday, March 23, 2015.

2013-14
Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
March 18, 2014	7:00 pm	Committee of the Whole	
March 19, 2014	7:00 pm	SEAC Meeting	
March 25, 2014	7:00 pm	Board Meeting	
March 26, 2014	9:00 am	Mental Health Leadership Team Meeting (<i>tentative</i>)	NEW
April 2, 2014	9:00 am	SAL Committee Meeting (Haldimand/Norfolk)	
April 3, 2014	5:00 pm	St. Mary's (Hagersville) 50 th Anniversary Mass/Open House	Date Correction (not May 7)
April 4, 2014	9:00 am	SAL Committee Meeting (Brant)	
April 4, 2014	9:00 am	Executive Council Meeting	
April 9, 2014	7:00 pm	SEAC Meeting	
April 15, 2014	4:30 pm 7:00 pm	Presentation from Ontario College of Teachers Committee of the Whole	
April 22, 2014	7:00 pm	Board Meeting	
April 23, 2014	4:00 pm	Budget Committee Meeting	
April 24-26, 2014		OCSTA AGM (Niagara Falls)	
April 26, 2014	2:00 pm	St. Michael's (Dunnville) 50 th Anniversary Open House	
April 27, 2014	10:30 am	Sacred Heart School (Langton) 75 th anniversary mass/open house	
April 30 – May 2, 2014		Board Art Show	
May 1, 2014	9:00 am	SAL Committee Meeting (Brant)	
May 4 – 9, 2014		Catholic Education Week	
May 4, 2013	TBD	Regional Catholic Parent Involvement Committee Regional Presentation: A Family Faith Festival – a day of family workshops and concert with Matt Maher at London District CSB	
May 6, 2014	6:00 pm 6:30 pm	Celebration of the Arts – art viewing Celebration of the Arts - performances	
May 7, 2014	9:00 am	SAL Committee Meeting (Haldimand/Norfolk)	
May 7, 2014	1:30 pm	Executive Council Meeting	
May 8, 2014	5:50 pm	Catholic Student Leadership Awards (Bishop Miehm)	
May 13, 2014	4:00 pm	Budget Committee Meeting	
May 14, 2014	7:00 pm	St. Anthony Daniel School Closing Ceremony	
May 14, 2014	7:00 pm	SEAC Meeting	
May 20, 2014	7:00 pm	Committee of the Whole	
May 21, 2014	7:00 pm	St. Pius X Official School Opening/Blessing (Bishop Crosby)	
May 26, 2014	4:00 pm	Budget Committee Meeting	
May 26, 2014	7:00 pm	Regional Catholic Parent Involvement Committee Meeting	
May 27, 2014	1:00 pm	Catholic Education Advisory Committee Meeting	
May 27, 2014	1:00 pm	STSBHN Governance Meeting	
May 27, 2014	7:00 pm	Board Meeting	
June 5-7, 2014		CCSTA AGM (Kingston)	
June 10, 2014	10:00 am	<i>Have a Go</i> track meet at Holy Trinity (secondary) (rain date June 11)	
June 11, 2014	7:00 pm	SEAC Meeting	
June 12, 2014	2:00 pm	Executive Council Meeting	
June 16, 2014	10:00 am	<i>Have a Go</i> track meet at Assumption College (elementary) (rain date June 17)	
June 17, 2014	7:00 pm	Committee of the Whole	
June 24, 2014	7:00 pm	Board Meeting	
June 25, 2014	4:45 pm	Assumption College Graduation	
June 26, 2014	6:30 pm	Holy Trinity Graduation	
June 26, 2014	7:00 pm	St. John's College Graduation	