



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

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

**Committee of the Whole
Tuesday, September 16, 2014 ♦ 7:00 pm
Boardroom**

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

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

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- 1. Opening Business**
 - 1.1 Opening Prayer
 - 1.2 Attendance
 - 1.3 Approval of the Agenda Pages 1-2
 - 1.4 Declaration of Interest
 - 1.5 Approval of Committee of the Whole Meeting Minutes – June 17, 2014 Pages 3-10
 - 1.6 Business Arising
 - 2. Presentations - Nil**
 - 3. Delegations – Nil**
 - 4. Consent Agenda - Nil**
 - 5. Committee and Staff Reports**
 - 5.1 Start-Up Enrolment and School Organizations (TO BE DISTRIBUTED)
Presenter: Jamie McKinnon, Superintendent of Education
 - 5.2 Election Compliance Audit Committee Pages 11-13
Presenter: Tom Grice, Superintendent of Business & Treasurer
 - 5.3 2014 CEFO Catholic Student Award Recipients/Fr. Fogarty Awards Dinner Page 14
Presenter: Jamie McKinnon, Superintendent of Education
 - 5.4 2013-14 Reports to Board Summary Pages 15-18
Presenter: Chris N. Roehrig, Director of Education & Secretary



6. Information and Correspondence

6.1 REACHING OUT for Lent – St. Bernard of Clairvaux Project

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,
- The security of the property of the board;
 - 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;
 - The acquisition or disposal of a school site;
 - Decisions in respect of negotiations with employees of the board; or
 - Litigation affecting the board.

10. Report on the In-camera Session

11. Future Meetings and Events

Pages 19-20

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, June 17, 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), Jamie McKinnon and Leslie Telfer (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 June 17, 2014 meeting.

Carried

1.4 Declaration of Interest

Chair Szeman and Trustees Casey and Dignard declared conflicts of interest with respect to Item 5.1, 2014-15 Budget, specifically the motion dealing with the Salaries and Benefits Budget, due to the nature of the employment of their children with the Board.

2. Presentations

2.1 Chair Szeman congratulated the honoured recipients of special awards presented by the Council for Exceptional Children (Haldimand, Norfolk, Brant Chapter 824) at their 27th annual Spring Awards Gala. Trustees presented certificates of accomplishment to those who were present. This year's recipients of Student Achievement Awards were Rielly Cseke (Sacred Heart School, Langton), Mackenzie Hoey-Resendes (Holy Cross School), Jessica Pinnock (Notre Dame School, Brantford); Brayden Rumble (St. Basil School), and Colin Marry (St. John's College). Brendan Caslick (St. John's College) and Joseph Miller (Assumption College School) were honoured recipients of Life Skills Student Awards.



Loraine Gubbels (Our Lady of Fatima School, Courtland) and Lindsay Ronson (St. John's College) received Teacher of the Year awards, while Educational Assistant Lisa Young (St. Joseph's School, Simcoe) was awarded a Paraprofessional Award. Charmaine Hanley, Principal (St. Mary's School, Hagersville) was recognized with an Educational Leader Award.

- 2.2** Chair Szeman extended the Board's congratulations and appreciation to Carol Luciani, Principal at St. Frances Cabrini School, on the occasion of her retirement from the Board as of June 30, 2014. During her 28-year career in education, Mrs. Luciani has served the system as an elementary classroom teacher, Special Education Resource Teacher, and Principal.

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 May 20, 2014 Committee of the Whole meeting.
- 4.2** THAT the Committee of the Whole refers the unapproved minutes of the Regional Catholic Parent Involvement Committee meeting of May 26, 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 Catholic Education Advisory Committee meeting of May 27, 2014 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 Student Transportation Services Brant Haldimand Norfolk Board of Directors' meeting of May 27, 2014 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 Special Education Advisory Committee meeting of June 10, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.6** THAT the Committee of the Whole refers the unapproved minutes of the Mental Health Leadership Team meeting of June 4, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.7** THAT the Committee of the Whole refers the educational field trip summary report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Clarification was provided to several trustee inquiries with respect to the unapproved minutes from the Regional Catholic Parent Involvement Committee, the Catholic Education Advisory Committee, and the Student Transportation Services Board of Directors' meeting.

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 Unapproved Minutes and Recommendations from the Budget Committee Meeting – May 26, 2014

Vice Chair Petrella, Chair of the Budget Committee, reviewed the highlights of the 2014-15 Budget. He noted that the total increase in the Board's operational budget over the 2013-14 revised budget is approximately \$564,000 or 0.5%, while total revenue has increased by approximately \$0.5 million over the current year. Vice Chair Petrella expressed the Board's appreciation to staff for once again presenting a balanced budget.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the unapproved minutes of the Budget Committee Meeting of May 26, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

Chair Szeman presented the following motions for approval:

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends that the Committee of the Whole refers the 2014-15 Operations Budget, in the amount of \$26,699,990, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

THAT the Budget Committee recommends that the Committee of the Whole refers the 2014-15 Capital Budget, in the amount of \$2,239,182, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

Vice Chair Petrella presented the following motion for approval. Chair Szeman and Trustees Casey and Dignard did not participate in any discussion on this motion and did not vote due to the conflict of interest declared in Item 1.4.

Moved by: Bonnie McKinnon

Seconded by: Dennis Blake

THAT the Budget Committee recommends that the Committee of the Whole refers the 2014-15 Salaries and Benefits Budget, in the amount of \$92,018,170, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.2 Unapproved Minutes and Recommendations from the Policy Committee Meetings – May 27, 2014 and June 4, 2014

Trustee Blake, Chair of the Policy Committee, reviewed the highlights of the revised policies that were considered at the May 27 and June 4, 2014 meetings. The following recommendations were presented for approval:



THAT the Policy Committee recommends that the Committee of the Whole refers the rescinding of the Opening and Closing Exercises Policy 200.11 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Head Lice/Pediculosis Policy 200.20 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Home Schooling Policy 200.16 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the French Immersion Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

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

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Committee of the Whole refers the approved minutes of the Policy Committee Meetings of May 27, 2014 and June 4, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendations of the Policy Committee Meetings of May 27, 2014 and June 4, 2014 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.3 Board Leadership Development Report: Mathematics AQ and Principal QP Courses

Superintendent McKinnon introduced two new leadership programs which support the Board's strategic goals of the areas of leadership development, as well as improving instructional practice and student achievement in mathematics. In partnership with Nipissing University/Schulich School of Education, the Board will be offering a Primary/Junior Part 1 as well as a Grades 7/8 Additional Qualifications courses in Mathematics. In partnership with the Catholic Principals' Council of Ontario, the Board will offer a Principal Qualification Program Part 1 course. He noted that both programs allow the Board to supply the instructors and to tailor the learning to processes and needs of our system.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Board Leadership Development Report: Mathematics AQ and Principal PQ Courses report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried



5.4 Special Education Services Department Annual Report 2013-14

Superintendent Telfer advised that the subject report is in response to Ministry directive that Boards approve an annual report on the provision of special education programs and services, and submit the report to the Ministry by July 1 annually. She reviewed the key components of the 2013-14 Annual Report, highlighting the many program offerings, the progress made and significant accomplishments, as well as noting areas of ongoing challenge. Chair Szeman expressed the Board's appreciation to Superintendent Telfer and Carmen McDermid, Special Education Lead, for their leadership and to their staff for their dedication and tireless efforts in supporting Special Education students and their families.

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Special Education Services Department Annual Report 2013-14.

Carried

5.5 Bank Operating Credit

Superintendent Grice presented an annual borrowing resolution that allows the Board to borrow to meet financing needs, as required. He reported that the operating requirements of the Board have not changed significantly and proposed that the current operating credit of \$7.0 million and \$300,000 Purchase Card be maintained and extended for another one-year term. In response to Trustee Petrella's inquiry, Superintendent Grice will provide trustees with a list of employees who have Purchase Cards and their respective spending limits.

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:

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2010 and ending on August 31, 2015 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.



- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act] a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

Carried

5.6 Borrowing By-Law 2014-01

Superintendent Grice advised that until financing can be arranged with the Ministry of Education, an interim capital loan of \$930,00 may be required to finance the addition of one new Early Learning Kindergarten Program classroom and an administrative office relocation at Blessed Sacrament School in Burford.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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



A BY-LAW authorizing the Brant Haldimand Norfolk Catholic District School Board (the “Board”) to borrow money pursuant to the provisions of section 247 of the Education Act (the “Act”) for the raising of funds to finance certain permanent improvements as more particularly described in this By-Law.

WHEREAS:

- A. The Board has authorized the permanent improvements as detailed in Schedule “A” attached to this By-Law;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce (“CIBC”) for a capital loan for the purpose of financing the permanent improvements;
- C. The total cost of the projects is within the Board’s Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED as follows:

1. The Secretary and the Treasurer of the Board are authorized for and on behalf of the Board to borrow \$930,000 for permanent improvements in accordance with the Act, plus interest at a rate to be agreed upon from time to time with CIBC.
2. The Secretary and the Treasurer of the Board are authorized for and on behalf of the Board to execute and deliver all such other documents and to do such other acts and things as may be necessary to give full effect to this By-Law.

Carried

5.7 Financial Report as of May 2014

Superintendent Grice provided an update on expenditures as of the end of the third quarter. He advised that spending is on track and that there are no significant issues. He did note that an area of concern is the increase in short-term and long-term sick leaves.

Moved by: Cliff Casey

Seconded by: Rick Petrella

THAT the Committee of the Whole refers the Financial Report – May 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence

Chair Szeman advised trustees that they are welcome to attend any of the Textploration Visits being made by Grade 7 students to their feeder secondary school. A schedule of the visits was distributed.

Chair Szeman advised trustees that copies of the annual province-wide OECTA Young Authors Awards publication were available for perusal. Several of our students have entries in this publication.

Trustee Dignard commented that a parish priest had expressed his concern regarding Catholic education and their perceived stance on homosexuality resulting from the Ontario English Catholic Teachers’ Association’s support of the upcoming World Pride event.

Several trustees raised concerns about the constraints upon school boards to provide nominal appreciation to staff, such as the school year-end lunch.



Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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 - Nil

9. Business In-Camera

Moved by: Rick Petrella

Seconded by: Dan Dignard

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: Dennis Blake

Seconded by: Cliff Casey

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

Carried

11. Future Meetings

The list of upcoming meetings and events was reviewed.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of June 17, 2014.

Carried

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: September 23, 2014
Submitted by: Chris Roehrig, Director of Education & Secretary

ELECTION COMPLIANCE AUDIT COMMITTEE

Public Session

BACKGROUND INFORMATION:

Section 81 and section 81.2 of *Municipal Elections Act*, 1996 (MEA) requires all municipalities and local school boards to establish Compliance Audit Committees. The MEA enables an *elector who is entitled to vote in an election and believes on reasonable grounds that a candidate has contravened a provision of this Act relating to election campaign finances may apply for a compliance audit of the candidate's election campaign finances*. An application for a compliance audit shall be made to the clerk of the municipality or the secretary of the local school board for which the candidate was nominated for office.

Timelines

The application must be made within 90 days after the latest of:

- a) the filing date under section 78;
- b) the candidate's supplementary filing date, if any, under section 78;
- c) the filing date for the final financial statement under section 79.1; or
- d) the date on which the candidate's extension, if any, expires.

The Act also states that *a council or local school board shall, before October 1 of an election year, establish a committee for the purposes of section 81*.

Composition of Audit Committee

The Committee shall be composed of not fewer than three and not more than seven members and shall not include:

- a) employees or officers of the municipality or local school board;
- b) members of the council or local school board; or
- c) any persons who are candidates in the election for which the Committee is established.

The term of office of the Committee is the same as the term of office of the council or local school board.

Similar to the format used in the 2010 elections, staff of the Grand Erie District School Board, the City of Brantford, and the Brant Haldimand Norfolk Catholic District School Board have agreed to utilize a joint Campaign Expense Compliance Audit Committee (CECAC). As the City's jurisdiction only includes the City of Brantford, it is most likely that CECAC members will be from the City. The jurisdictions of the two school boards also include the Counties of Brant, Haldimand and Norfolk; however, there is no requirement that CECAC members be representative of all municipalities within the school board's jurisdiction. As the number of complaints is not expected to be significant, it is expeditious to have a common CECAC for all three entities and it would also decrease the training needs of the CECAC.

The Brant Haldimand Norfolk Catholic District School Board has never had a request for a Compliance Audit in any previous Municipal Election.

The secretary of the local school board is required to establish administrative practices and procedures for the CECAC and shall carry out any other duties required under this Act to implement the CECAC's decisions. These activities can be completed in cooperation with the City of Brantford and the Grand Erie District School Board.

The Municipal Elections Act requires that the Term of Office of the Committee be the same as the Council or Local Board that takes office following the next Regular Election (December 1, 2014 to November 30, 2018).

In consideration of the specific expertise sought for members of this Committee, staff are recommending that the Committee be limited to three members to ensure that appointed members are well qualified to serve on the Committee. Ideally, the composition of the Committee will include individuals with an auditing, accounting or legal background and individuals with knowledge of campaign finance activities. It is important to note that auditors appointed to serve on the Committee would not be able to audit or prepare the Financial Report of any candidate running for municipal office.

The powers and functions of the Committee include:

- to consider the Compliance Audit Application received from an elector and decide whether it should be granted or rejected,
- to appoint an auditor if the application is granted,
- to consider the Auditor's Report and decide whether legal proceedings should be commenced; and
- to recover the costs of conducting the audit from the applicant should the Auditor's Report indicate there were no apparent contraventions and if there appears there were no reasonable grounds for the application.

The requirements of the Municipal Elections Act provide that each municipality or local school board shall appoint a Compliance Audit Committee. There is nothing in the legislation that prohibits the same individuals being appointed by different municipalities or local boards to serve in this capacity.

DEVELOPMENTS:

The City has appointed three individuals who have expressed interest in serving as a member on the Compliance Audit Committee for the City of Brantford, the Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board. It is still the responsibility of the school boards to formally appoint those individuals to their own Compliance Audit Committee.

Members of the Compliance Audit Committee will not receive remuneration and will serve on the Committee in a volunteer capacity. The Director of Education, or his designate, will serve as Secretary to the Review Committee. The Committee will operate in accordance with the provisions of the City of Brantford's Council Procedural By-law.

The members, as well as a summary of their background, are:

Brian Cochrane, Brantford, ON

- Chartered accountant
- Involvement in local community associations

Shannon McMannis, Brantford, ON

- Certified Financial Planner
- Owner and operator of a few companies
- Involvement in local community committees and associations

Martin Titmus, Brantford, ON

- Chartered accountant
- Owned and operated Brantwood Tax, a local tax preparation and accounting firm
- Past Secretary/Treasurer, Association of Professional Accounting and Tax Consultants
- Involvement in local community associations

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the appointment of Brian Cochrane, Shannon McMannis and Martin Titmus to the Compliance Audit Committee for the purposes of Section 81 of the *Municipal Elections Act* for the period December 1, 2014 to November 30, 2018.

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

Prepared by: Jamie McKinnon, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: September 16, 2014
Submitted by: Chris N. Roehrig, Director of Education & Secretary

**CEFO 2014 CATHOLIC STUDENT AWARD RECIPIENTS -
FATHER PATRICK FOGARTY AWARDS DINNER**
Public Session

BACKGROUND INFORMATION:

Each year, the Catholic Education Foundation of Ontario (CEFO) honours the recipient of the *Catholic Student Award* from every secondary school in Ontario. Recipients of this special award are selected by the Principal and staff of the school to recognize good scholarship, active involvement in school and/or local community activities, and conduct which typifies the objectives of a Catholic school.

DEVELOPMENTS:

The following recipients of the *Catholic Student Award* from the Brant Haldimand Norfolk Catholic District School Board will be honoured at the 31st Annual Father Patrick Fogarty Awards Dinner on Saturday, October 25, 2014 at the Toronto Airport Marriott Hotel:

Peter Bissonnette	Assumption College School
Emily Varga	Holy Trinity Catholic High School
Rachel Castagna	St. John's College

This year, Assumption College School will also be honoured as recipients of the Michael Carty Award - \$1,200 to support the Assumption Mental Health Awareness Team.

Award recipients and their parents, a staff member and trustees are invited to attend this event. The proceeds from the dinner are used to support the objectives of the Catholic Education Foundation of Ontario.

RECOMMENDATION:

THAT the Committee of the Whole refers the 2014 CEFO Catholic Student Award Recipients - Father Patrick Fogarty Awards Dinner update to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**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: September 16, 2014
 Submitted by: Chris Roehrig, Director of Education & Secretary

2013-14 REPORTS TO BOARD SUMMARY
Public Session

BACKGROUND INFORMATION:

Each year trustees, through committee work, and senior administration complete numerous reports that come to the Board. In an effort to highlight the accomplishments of the Board, staff have prepared a summary of all of the public session Board reports that came before the Board during the 2013-14 school year.

DEVELOPMENTS:

The following is a summary of the reports that came before the Board during last school year.

Date of Report	Report Name
September 17, 2013	<ul style="list-style-type: none"> • Special Education Sacramental Retreats (<i>staff presentation</i>) • Continuing Education Programming Update – St. Mary Catholic Learning Centre Update • Savings Analysis: Holy Cross and St. Mary Schools Consolidation • Start-Up Enrolment and School Organizations • Integrated Accessibility Plan Annual Report 2013-14 • CEFO Catholic Student Award Recipients/Father Fogarty Awards Dinner • Excursion – Italy
September 24, 2013	<ul style="list-style-type: none"> • St. Anthony Daniel School Closure – Brant County Schools Accommodations Review (<i>decision deferred pending receipt of additional data</i>) • Automated Meeting Management System • Student Trustee Report
October 15, 2013	<ul style="list-style-type: none"> • Policies: <ul style="list-style-type: none"> - Electronic Communications and Social Media 600.01 - Hiring – Academic Staff 300.10 - Board By-Laws - Board Governance 100.01 - Advocacy (rescinded) 700.09 • Strategic Plan 2012-2015 Update – Catholicity • Diagnostic Assessment in Support of Student Learning (P/PM 155) • Primary and Junior/Intermediate Class Size • Financial Literacy in the Ontario Curriculum - Overview • OCSTA Annual Membership Fee • Excursion – New York City, NY
October 22, 2013	<ul style="list-style-type: none"> • St. Anthony Daniel School Closure – Brant County Schools Accommodation Review (<i>closure approved</i>) • Additions – Our Lady of Providence and Notre Dame (C) Schools • Parents Reaching Out (PRO) Regional Grant • Student Trustee Report

Date of Report	Report Name
November 19, 2013	<ul style="list-style-type: none"> • Structured Learning Update (plus staff demonstration) • Continuing Education & Alternative Learning Programming – St. Mary Catholic Learning Centre (plus staff presentation) • Junior Intermediate Mathematics Initiatives (plus staff presentation) • Primary Core French Program • Strategic Plan 2012-2015 – Student Achievement Update • Insurance Renewal • Board Enrolment • Surplus Accommodation – Grand Erie District School Board • Excursion – Mission Trip to Staten Island, NY
November 26, 2013	<p>Presentations:</p> <ul style="list-style-type: none"> - John Silvestri, I/T SERT, <i>2013 Champion of Inclusion Award</i> - St. John's College Mathematics Staff, <i>Dr. Bette M. Stephenson Recognition of Achievement Award (EQAO)</i> - Peter Svec, Student Achievement Consultant: Pathways and Specialist High Skills Major, <i>Institute of Public Administration Innovative Mgmt. Award</i> <ul style="list-style-type: none"> • Student Trustee Report
December 10, 2013	<p>Presentations:</p> <ul style="list-style-type: none"> - Dante Dalia and Chris Green: Native Stove Carvings program. - 2013 Board Christmas Card Contest Winners: Sondra Emery (St. Leo), Taylor Cooper (St. John's College) and Cait Banfield (Holy Trinity), <ul style="list-style-type: none"> • Policies: <ul style="list-style-type: none"> - Home Instruction 200.17 - Communication on Behalf of the Board 100.08 - Access to Legal Counsel 100.09 - Trustee Conflict of Interest 100.05 - Universal Design for Accessibility 400.12 (rescinded) • Financial Statements – Year Ended August 31, 2013 • Early French Immersion Program Update • Audit Committee Fiscal Year Report: 2012-13 • Financial Literacy in the Ontario Curriculum - Update • St. Mary Catholic Learning Centre – Site Utilization • Integration Committee Update – Blessed Sacrament and St. Anthony Daniel • Student Trustee Report
January 21, 2014	<ul style="list-style-type: none"> • Reading Upgrade Program (plus staff demonstration) • Budget: <ul style="list-style-type: none"> - Revised Budget Estimates 2013-14 - Budget Planning 2014-15 • Goals for the 2014-15 Budget • Special Education Funding – High Needs Amount • Strategic Plan 2012-2015 – Leadership Update • Tri-Party Agreement for Notre Dame School, Branlyn Community School and the City of Brantford • Excursion – New York City, New York
January 28, 2014	<p>Presentations:</p> <ul style="list-style-type: none"> - Chuck Beach, Holy Family School Ground Greening Grant - Chris Friel, Mayor of Brantford, Smart Brant <ul style="list-style-type: none"> • Financial Report – November 2013 (1st Quarter) • Student Trustee Report

Date of Report	Report Name
February 18, 2014	<ul style="list-style-type: none"> • Pathways Update (plus staff presentation) • Information & Communication Technology Operation Plan Update (plus staff presentation) • Strategic Plan 2012-2015 – Communications Update • Integration Committee Report: Blessed Sacrament and St. Anthony Daniel
February 25, 2014	Presentation: <ul style="list-style-type: none"> - ACS Lions Senior Football Team, OFSAA Football Bowl Champions • Child Care Modernization Act 2013 • School Year Calendar 2014-15 • Excursion – Massillon, OH • Student Trustee Report
March 18, 2014	<ul style="list-style-type: none"> • Trustee Determination and Distribution – 2014 Elections • Excursion – Glasgow, Scotland
March 25, 2014	Presentation: <ul style="list-style-type: none"> - Souper Bowl Fundraiser 2014 • Marker School Project (plus staff presentation) • Committee of the Whole and Board Meetings Schedule – March 2015 • Student Trustee Report
April 15, 2014	<ul style="list-style-type: none"> • Primary Core French as a Second Language Update • Board Enrolment Update as of March 31, 2014 • Financial Report as of February 2014 • Education Funding for 2014-15 • Christmas Card Contest
April 22, 2014	<ul style="list-style-type: none"> • Dual Credit Programs (plus staff presentation/displays) • Student Trustee Report
May 20, 2014	<ul style="list-style-type: none"> • Joint Use of Facilities Agreement with the Grand Erie District School Board and the Corporation of the City of Brantford • Leadership Update – Cognitive Coaching Training • Student Achievement Leadership Training (SALT) 2014 • Excursion – Northern Italy • Excursion – Brooklyn, NY • Excursion – London, Paris and Barcelona • Excursion – New York City, NY
May 27, 2014	Presentation: <ul style="list-style-type: none"> - 2014 Provincial Mock Trial Champions from Assumption College School • Mental Health Strategy • Architect Selection – Blessed Sacrament School • Student Trustee Report
June 17, 2014	Presentations: <ul style="list-style-type: none"> - Council for Exceptional Children awards recipients - Carol Luciani, Elementary Principal retirement • 2014-15 Budget • Policies: <ul style="list-style-type: none"> - Opening and Closing Exercises 200.11 (rescind) - Head Lice/Pediculosis 200.11 - Home Schooling 200.16 - French Immersion 200.30 - Community Use of Schools 400.05

Date of Report	Report Name
June 17, 2014 (CONT'D)	<ul style="list-style-type: none"> • Board Leadership Development Report: Math AQ and Principal QP Courses • Special Education Services Department Annual Report 2013-14 • Bank Operating Credit • Borrowing By-Law 2014-01 • Financial Report as of May 2014
June 24, 2014	Presentations: <ul style="list-style-type: none"> - Assumption College School Boys Lacrosse Team OFSAA Championship - Louis Yacobucci, Elementary Principal retirement - Mary Muir, Elementary Principal retirement - Don Backus, Elementary Principal retirement - Bill Chopp, Superintendent of Education retirement • 2012-2015 Strategic Action Plan Year-End Update • Excursion – Spain • Excursion – Austintown, OH • Student Trustee Update

Public Meetings: EDC Policy Review (September 24, 2013)
 EDC Successor By-Law Public Meeting (September 24, 2013)
 EDC By-Law Passage (October 22, 2013)

RECOMMENDATION:

THAT the Committee of the Whole refers the 2013-14 Reports to Board Summary to the Brant Haldimand Norfolk Catholic District School Board for receipt.

2014-15
Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
September 16, 2014	7:00 pm	Committee of the Whole	
September 18, 2014	9:30 am	BHNCDSB Retiree Breakfast (@ Blessed Sacrament Parish)	
September 23, 2014	4:30 pm 7:00 pm	New Employee Commissioning Mass Board Meeting	
September 25, 2014	5:00 pm	7 th Annual Diocesan Mass for Education (Christ the King Cathedral, Hamilton)	
October 1, 2014	9:00 am	SAL Committee Mtg. (Holy Trinity)	
October 2, 2014	9:00 am	SAL Committee Mtg. (St. John's College)	
October 2, 2014	1:00 pm	SAL Committee Mtg. (Assumption College School)	
October 8, 2014	6:00 pm	SEAC Meeting	
October 10, 2014	9:00 am	System Faith Day (Assumption College School)	
October 14, 2014	2:00 pm	Executive Council Mtg.	
October 15, 2014	6:00 pm	Service Recognition Dinner (@ Greens at Renton)	
October 20, 2014	7:00 pm	Regional Catholic Parent Involvement Committee Mtg.	
October 21, 2014	7:00 pm	Committee of the Whole Meeting	
October 23–25, 2014		When Faith Meets Pedagogy Conference	
October 28, 2014	1:00 pm	STSBHN Governance Mtg.	
October 28, 2014	7:00 pm	Board Meeting	
November 5, 2014	9:00 am	SAL Committee Mtg. (Holy Trinity)	
November 5, 2014	6:00 pm	SEAC Meeting	
November 6, 2014	9:00 am	SAL Committee Mtg. (St. John's College)	
November 6, 2014	1:00 pm	SAL Committee Mtg. (Assumption College School)	
November 11, 2014	9:00 am	Executive Council Mtg.	
November 19, 2014	7:00 pm	Committee of the Whole	
November 25, 2014	7:00 pm	Board Meeting	
December 2, 2014	6:30 pm 7:00 pm	Inaugural Meeting Mass (Bishop Bergie) Inaugural Board Meeting	
December 3, 2014	9:00 am	Executive Council Mtg.	
December 3, 2014	9:00 am	SAL Committee Mtg. (Holy Trinity)	
December 3, 2014	6:00 pm	SEAC Meeting	
December 4, 2014	9:00 am	SAL Committee Mtg. (St. John's College)	
December 4, 2014	1:00 pm	SAL Committee Mtg. (Assumption College School)	
December 9, 2014	7:00 pm	Board Meeting	
<i>December 22, 2014 - January 2, 2015</i>		<i>CHRISTMAS BREAK</i>	
January 7, 2015	9:00 am	SAL Committee Mtg. (Holy Trinity)	
January 8, 2015	9:00 am	SAL Committee Mtg. (St. John's College)	
January 8, 2015	1:00 pm	SAL Committee Mtg. (Assumption College School)	
January 13, 2015	9:00 am	Executive Council Mtg. (<i>to be confirmed</i>)	
January 14, 2015	6:00 pm	SEAC Meeting	
January 15, 2015	TBD	Trustee Orientation (hosted by Ministry - Toronto)	
January 20, 2015	7:00 pm	Committee of the Whole	
January 27, 2015	7:00 pm	Board Meeting	
February 4, 2015	9:00 am	SAL Committee Mtg. (Holy Trinity)	
February 5, 2015	9:00 am	SAL Committee Mtg. (St. John's College)	
February 5, 2015	1:00 pm	SAL Committee Mtg. (Assumption College School)	
February 10, 2015	9:00 am	Executive Council Mtg. (<i>to be confirmed</i>)	
February 10, 2015	7:00 pm	SEAC Meeting	
February 17, 2015	7:00 pm	Committee of the Whole	
February 23, 2015	7:00 pm	Regional Catholic Parent Involvement Committee Mtg.	
February 24, 2015	1:00 pm	STSBHN Governance Mtg.	
February 24, 2015	7:00 pm	Board Meeting	

Date	Time	Meeting/Event	New / Revised
March 4, 2015	9:00 am	SAL Committee Mtg. (Holy Trinity)	
March 5, 2015	9:00 am	SAL Committee Mtg. (St. John's College)	
March 5, 2015	1:00 pm	SAL Committee Mtg. (Assumption College School)	
March 10, 2015	9:00 am	Executive Council Mtg. (<i>to be confirmed</i>)	
March 11, 2015	6:00 pm	SEAC Meeting	
<i>March 16-20, 2015</i>		<i>MARCH BREAK</i>	
March 24, 2015	7:00 pm	Committee of the Whole	
March 31, 2015	7:00 pm	Board Meeting	
April 1, 2015	9:00 am	SAL Committee Mtg. (Holy Trinity)	
April 2, 2015	9:00 am	SAL Committee Mtg. (St. John's College)	
April 2, 2015	1:00 pm	SAL Committee Mtg. (Assumption College School)	
April 8, 2015	6:00 pm	SEAC Meeting	
April 14, 2015	9:00 am	Executive Council Mtg. (<i>to be confirmed</i>)	
April 21, 2015	7:00 pm	Committee of the Whole	
April 28, 2015	7:00 pm	Board Meeting	
April 29-30, May 1 2015		Board Art Show	
April 30, May 1-2, 2015		OCSTA AGM (Toronto)	
<i>May 3-8, 2015</i>		<i>Catholic Education Week</i>	
May 5, 2015	6:00 pm 6:30 pm	Celebration of the Arts – art viewing Celebration of the Arts - performances	
May 6, 2015	9:00 am	SAL Committee Mtg. (Holy Trinity)	
May 6, 2015	5:15 pm	Catholic Student Leadership Awards (SJC - Bishop Fabbro)	
May 7, 2015	9:00 am	SAL Committee Mtg. (St. John's College)	
May 7, 2015	1:00 pm	SAL Committee Mtg. (Assumption College School)	
May 12, 2015	9:00 am	Executive Council Mtg. (<i>to be confirmed</i>)	
May 19, 2015	7:00 pm	Committee of the Whole	
May 20, 2015	6:00 pm	SEAC Meeting	
May 24, 2015	1:00 pm	STSBHN Governance Mtg.	
May 24, 2015	7:00 pm	Regional Catholic Parent Involvement Committee Mtg.	
May 26, 2015	7:00 pm	Board Meeting	
May 28, 2015	10:00 am	<i>Have a Go track meet at Holy Trinity (secondary)</i> <i>(rain date June 12)</i>	
June 3, 2015	9:00 am	SAL Committee Mtg. (Holy Trinity)	
June 4, 2015	9:00 am	SAL Committee Mtg. (St. John's College)	
June 4, 2015	1:00 pm	SAL Committee Mtg. (Assumption College School)	
June 9, 2015	9:00 am	Executive Council Mtg. (<i>to be confirmed</i>)	
June 11-13, 2015		CCSTA AGM (Newfoundland)	
June 15, 2015	10:00 am	<i>Have a Go track meet at Assumption College (elementary)</i> <i>(rain date June 16)</i>	
June 16, 2015	7:00 pm	Committee of the Whole	
June 17, 2015	6:00 pm	SEAC Meeting	
June 23, 2015	7:00 pm	Board Meeting	
TBD	4:45 pm	Assumption College Graduation	
June 25, 2015	7:00 pm	St. John's College Graduation	
June 25, 2015	6:30 pm	Holy Trinity Graduation	

Meetings to be scheduled: Catholic Education Advisory Committee meetings

Meetings scheduled at the Call of the Chair: Audit Committee, Budget Committee, Accommodations Committee, Policy Committee