



**Board Meeting**  
**Tuesday, April 27, 2010 7:00 p.m.**  
**Boardroom**

**Members:** June Szeman (Chair), Joe McPherson (Vice-Chair), Dennis Blake, Cliff Casey, Dan Dignard, Bonnie McKinnon, Chris Radojewski (Student Trustee)

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**1. Call to Order**

- 1.1 Opening Prayer - June Szeman, Chair of the Board
- 1.2 Attendance

**2. Routine Matters**

- 2.1 Approval of the Agenda
- 2.2 Declaration of Interest
- 2.3 Approval of Minutes from the Board Meeting – March 30, 2010 Pages 3-11
- 2.4 Business Arising from Minutes

**3. Presentations and Delegations - Nil**

**4. Committee and Staff Reports**

- 4.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting from April 20, 2010 Pages 12-17  
Presenter: Joe McPherson, Chair of the Committee of the Whole
- 4.2 Catholic Education Week 2010 Pages 18-19  
Presenter: Trish Kings, Superintendent of Education
- 4.3 Strategic Action Plan Update: Leadership Pages 20-22  
Presenter: Chris Roehrig, Superintendent of Education
- 4.4 2010-11 Student Senate Membership and Student Trustee Elections Page 23  
Presenter: Chris Roehrig, Superintendent of Education

**5. Information and Correspondence**

**6. Notices of Motion**

**7. Trustee Inquiries**



**8. 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.

**9. Report on the In-Camera Session**

**10. Future Meetings and Events**

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**11. Moment of Silent Reflection**

**12. Adjournment**

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Next Meeting: Tuesday, May 25, 2010 - Boardroom



**Board Meeting  
Tuesday, March 30 7:00 pm  
Boardroom**

**Present:** **Trustees:**  
June Szeman (Chair), Joe McPherson (Vice Chair), Dennis Blake, Cliff Casey, Dan Dignard,  
Bonnie McKinnon, Chris Radojewski (Student Trustee)

**Senior Administration:**  
Wally Easton (Associate Director, Corporate Services & Treasurer) Bill Chopp, Trish Kings,  
and Chris Roehrig (Superintendents of Education)

**Absent:** Cathy Horgan (Director of Education)

**1. Call to Order**

**1.1 Opening Prayer**

The meeting was opened with a prayer led by June Szeman, Chair of the Board. Memorial statements were read for Isobel Plant, retired teacher and trustee; Carol Ann Copeland, teacher at Assumption College School; and Patricia Richard, lunch hour monitor and volunteer at St. Mary School, Brantford.

**2. Routine Matters**

**2.1 Approval of the Agenda**

Moved by: Dennis Blake  
Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the March 30, 2010 meeting.

**Carried**

**2.2 Declaration of Interest: Nil**

**2.3 Approval of Minutes from the Board Meeting of February 23, 2010**

Moved by: Cliff Casey  
Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes from the February 23, 2010 meeting of the Board.

**Carried**



**2.4 Approval of Minutes from the Special Meeting of the Board of March 23, 2010**

Moved by: Dan Dignard  
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes from the March 23, 2010 Special Meeting of the Board.

**Carried**

**2.5 Business Arising from Minutes: Nil**

**3. Presentations and Delegations:**

- 3.1** Chair June Szeman welcomed St. Gabriel student Alexis Hemphill and her family to the meeting. Alexis presented her speech on nursery rhymes, which placed first in the junior public speaking contest in the Assumption College Family of Schools public speaking competition.
- 3.2** Mitchell Poirier and his family were welcomed to the meeting and Mitchell presented his speech on the Super Bowl, which placed first in the intermediate public speaking contest in the Assumption College Family of Schools competition. Mitchell also accepted the Board's congratulations on behalf of the Notre Dame School Co-ed Hockey team who were the "B" division champions in the Cathedral Gaels Daryl Mahler Memorial "3 on 3" Hockey Challenge on Tuesday March 23, 2010 in Hamilton.

**4. Committee and Staff Reports:**

**4.1 Unapproved Minutes and Recommendations from the Committee of the Whole meeting of March 23, 2010**

Joe McPherson, Chair of the Committee of the Whole, reviewed the unapproved minutes and recommendations to the Board from the March 23, 2010 meeting. Approval was requested for the following recommendations:

THAT the Committee of the Whole refers the 2010-11 School Year Calendar Report to Senior Administration for review and defers approval of the 2010-11 School Year Calendars for Elementary and Secondary Schools until the March 30, 2010 Board Meeting.

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

1. THAT, for purposes of the 2010 election, the number of trustees is determined to be six.
2. THAT, for purposes of the 2010 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 2010 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.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Committee of the Whole Meeting of March 23, 2010.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations from the Committee of the Whole Meeting of March 23, 2010.

**Carried**

#### **4.2 2010-11 School Year Calendar**

Bill Chopp, Superintendent of Education, reviewed the revised 2010-11 School Year Calendar report. St. Cecilia's School will observe a Professional Activity Day on Friday, May 13, 2011 in lieu of the system April 8, 2011 Professional Activity Day to accommodate the challenges that Friday the 13<sup>th</sup> activities in Port Dover present. Trustees requested representation on future School Year Calendar Committees.

Moved by: Joe McPherson

Seconded by: Bonnie McKinnon

THAT Brant Haldimand Norfolk Catholic District School Board approves the 2010-11 School Year Calendars for Elementary and Secondary Schools as presented.

**Carried**

#### **4.3 Long-Term Debenture Financing**

Wally Easton, Associate Director, reviewed the Ministry of Education's direction for long-term financing, namely the use of the Ontario Financing Authority (OFA). The OFA will issue a debenture on behalf of the Board in the amount of \$9,384,397 at an interest rate of 5.232% per annum over a 25-year term to finance the Ministry's Prohibitive to Repair program (for Jean Vanier), additional primary classes at Sacred Heart (Paris) and Jean Vanier, as well as retrofit projects under the Good Places to Learn initiative. Semi-annual payments made by the Board will be funded through an annual grant in the amount of the loan payments.



Moved by: Dennis Blake

Seconded by: Cliff

THAT the Brant Haldimand Norfolk Catholic District School Board approves By-Law Number 2010-A1 as follows:

A by-law to authorize a loan from the Ontario Financing Authority in the principal amount of \$9,384,397 pursuant to a loan agreement under section 7 of Ontario Regulation 41/10.

**WHEREAS** subsection 247 (1) of the *Education Act* R.S.O. 1990, c. E.2, as amended (the "*Education Act*") and the regulations made thereunder, provides that, subject to any other provision of the *Education Act* and, specifically, the regulations made under subsections 242 (1) and 247 (3) of the *Education Act*, a district school board may by by-law borrow money or incur debt for permanent improvements and may issue or execute any instrument prescribed under clause 247 (3) (f) of the *Education Act* in respect of the money borrowed or the debt incurred;

**AND WHEREAS** section 7 of Ontario Regulation 41/10 (the "Regulation"), provides that (1) a board may by by-law borrow money for permanent improvements by way of a loan from the Ontario Financing Authority with an initial maturity of more than one year and that (2) a board that obtains a loan mentioned in subsection 7 (1) shall ensure that the proceeds of it are used for permanent improvements;

**AND WHEREAS** the Brant Haldimand Norfolk Catholic District School Board, which under the *Education Act* constitutes a district school board (the "Board"), has undertaken urgent and high priority renewal projects at schools of the Board listed in any one or more of: (i) Appendix B of the document entitled "Good Places to Learn: Stage 1 Funding Allocation"; (ii) Appendix C of the document entitled "Good Places to Learn: Stage 2 Funding Allocation"; (iii) Appendix B of the document entitled "Good Places to Learn: Stage 3 Funding Allocation"; and (iv) Appendix B of the document entitled "Good Places to Learn: Stage 4 Funding Allocation", some of which projects are described in Schedule "A" attached to the Loan Agreement, as hereinafter defined (individually a "GPL Eligible Project", collectively the "GPL Eligible Projects") and pursuant to Ontario Regulation 155/09, each GPL Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single GPL Eligible Project, the term "GPL Eligible Projects" means that GPL Eligible Project;

**AND WHEREAS** the Board has undertaken capital projects required for primary class size reduction for the purpose of addressing the reduction in primary class size to 20 or fewer students, some of which projects are described in Schedule "A-1" attached to the Loan Agreement, as hereinafter defined (individually a "PCS Eligible Project", collectively the "PCS Eligible Projects") and each PCS Eligible Project constitutes a "permanent improvement" as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan



Agreement in respect of a single PCS Eligible Project, the term “PCS Eligible Projects” means that PCS Eligible Project;

**AND WHEREAS** the Board has undertaken capital projects to retrofit and/or replace schools of the Board for which the cost of repair is prohibitive (which capital projects include the “deep retrofit” of the schools that are prohibitive to repair), named in Columns 3 and 4 opposite the name of the Board in Tables 23 & 24 of Ontario Regulation 155/09, some of which projects are described in Schedule “A-2” attached to the Loan Agreement, as hereinafter defined (individually a “PTR Eligible Project”, collectively the “PTR Eligible Projects”) and each PTR Eligible Project constitutes a “permanent improvement” as defined in subsection 1(1) of the *Education Act*. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single PTR Eligible Project, the term “PTR Eligible Projects” means that PTR Eligible Project;

**AND WHEREAS** the GPL Eligible Projects, the PCS Eligible Projects and the PTR Eligible Projects are collectively referred to as the “Eligible Projects”. In the event that the Board will borrow the principal amount specified in paragraph 2.1 under the said Loan Agreement in respect of a single Eligible Project, the term “Eligible Projects” means that Eligible Project;

**AND WHEREAS** the Board has in part financed the Eligible Projects by way of temporary borrowing from a financial institution or from a reserve account of the Board and the Board intends to borrow money from the Ontario Financing Authority for the purpose of financing the Eligible Projects on a long-term basis, and in this connection the Board intends to borrow by way of a loan with an initial maturity of more than one year from the Ontario Financing Authority the principal amount of \$9,384,397 (the “Loan”) pursuant to a loan agreement in the form attached hereto as Schedule “A” (the “Loan Agreement”) which Loan constitutes an instrument prescribed under clause 247 (3) (f) of the *Education Act* and which sets out the terms and conditions on which the Ontario Financing Authority will make the Loan available to the Board;

**NOW THEREFORE THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD ENACTS AS FOLLOWS:**

1. The Board hereby authorizes the Loan on the basis that it constitutes a loan under section 7 of the Regulation and authorizes the entering into of the Loan Agreement that is prescribed for the purposes of clause 247(3)(f) of the *Education Act*.
2. The Board is hereby authorized to enter into the Loan Agreement pursuant to which the Loan will be made available to the Board and the Chair of the Board and the Treasurer of the Board are hereby authorized to execute for and on behalf of the Board the Loan Agreement which provides for instalments of combined (blended) principal and interest as hereinafter set forth, substantially in the form of Schedule “A”, with such changes thereto as may be suggested by



the Ontario Financing Authority and as such authorized officials of the Board shall approve.

3. The Director of Education of the Board, the Treasurer of the Board and any other financial officer of the Board are hereby each individually authorized generally to do all things and execute all other documents, instruments and agreements in the name of the Board in order to give effect to the Loan Agreement.
4. The Loan shall be paid in instalments of combined (blended) principal and interest over a 25 year amortization period on the specified dates set out in Schedule "B" to the Loan Agreement with the first interest only payment on May 15, 2010 and thereafter instalments of combined (blended) principal and interest to November 15, 2034 in each of the years during the currency of the Loan as set forth in such schedule with the final payment on April 13, 2035. The Loan shall bear interest at the rate of 5.232 % on the outstanding principal amount owing thereunder from time to time from the date thereof, which interest shall be payable in arrears as part of the instalments of combined (blended) principal and interest payable on such days in each year of the currency of the Loan as are set out in Schedule "B" to the Loan Agreement.
5. In accordance with the provisions of the *Education Act* and the regulations made thereunder, during the currency of the Loan, the Board shall provide in its estimates for each fiscal year for setting aside out of its general revenue in the fiscal year the amount necessary to pay the principal and interest coming due on the Loan in the fiscal year and, on or before each due date in each such year, the Board shall pay out of its general revenue the principal and interest coming due on the Loan in the year. Such sums of principal and interest payable on the Loan shall be provided for in accordance with subsection 247(5) of the *Education Act*. Subject to the foregoing, on or before each due date in each year during the currency of the Loan, the Board shall pay out of its general revenue the amount necessary to pay the specific sums of principal and interest payable on the Loan shown for the respective year as set forth in Schedule "B" to the Loan Agreement; but such amount shall be paid out of the Board's general revenue only to the extent required after taking into account funds available from other sources.
6. Any amounts payable by the Board in respect of the Loan including interest on overdue principal and interest in respect of the Loan together with fees and other amounts payable by the Board under the Loan Agreement, if applicable, shall be paid out of the Board's general revenue or any other available funds.
7. The proceeds of the Loan shall be used to finance the Eligible Expenditures, as defined in the Loan Agreement, in respect of the Eligible Projects on a long-term basis and for no other purpose except as permitted by the *Education Act* and the regulations made thereunder.

**Carried**



**4.4 Strategic Plan Update: Student Achievement**

Trish Kings, Bill Chopp and Chris Roehrig, Superintendents of Education, provided a status update on each of the strategies identified in the curriculum areas of Catholic faith development, primary and junior literacy, Grades 7-9 Mathematics, Grades 9 and 10 Locally Developed and Applied English, Pathways, and Safe learning environment, as set out in the Strategic Action Plan for Student Achievement. A wide variety of strategies, initiatives and intervention programs are being used to help meet the Ministry's target of 75% of students achieving at a level 3 or 4 in the Grade 6 EQAO assessment.

Moved by: Dennis Blake  
Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Strategic Plan Update: Student Achievement report.

**Carried**

**4.5 Public Sector Salary Disclosure Act, 1996**

Wally Easton, Associate Director, presented a list of employees whose earnings for 2009, for income tax purposes, exceeded \$100,000. The Board is required to provide this information to the Ontario Ministry of Finance and to make this information available to the public on April 1 annually under the Public Sector Salary Disclosure Act, 1996.

Moved by: Dan Dignard  
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Public Sector Salary Disclosure Act, 1996 report.

**Carried**

**4.6 Contract to Supply School Uniforms**

Wally Easton, Associate Director, reported on the Board's Request for Proposals for the supply of secondary school student uniforms on behalf of Assumption College School and St. John's College, whose contracts have expired. Holy Trinity currently has a contract with R.J. McCarthy until June 30, 2014. Following presentations by three of the four compliant bids that had been short-listed, current incumbent R.J. McCarthy was selected as the best supplier, both in terms of meeting the evaluation criteria that was initially set out, as well as for the savings of approximately \$65,000 that will benefit all three secondary school communities.

Moved by: Bonnie McKinnon  
Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board awards the contract to supply school uniforms for St. John's College and Assumption College School to R.J. McCarthy LP, for the period July 1, 2010 to June 30, 2014.

**Carried**

**4.7 Mission Trip to New Orleans**

Chris Roehrig, Superintendent of Education, provided an update on the annual Mission Trip undertaken by 19 of our secondary school students and 7 adults from January 22-30, 2010.



This year's trip to New Orleans was a follow-up to Fr. Tony Ricard's presentation at the System Faith Day in September, 2009 capturing this year's board theme and supporting the victims of Hurricane Katrina in Fr. Ricard's Our Lady Star of the Sea Catholic Parish. Superintendent Roehrig shared photos taken during the Mission Trip, which highlighted the excellent work ethic and personal involvement of all participants while working under challenging conditions.

Moved by: Bonnie McKinnon  
Seconded by: Joe McPherson

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Mission Trip to New Orleans report.

**Carried**

**5. Information and Correspondence:**

June Szeman, Chair of the Board, brought trustee's attention to a copy of the flyer for the system's elementary Professional Development day, *Preparing Today's Catholic Learner for Tomorrow's World: The 21<sup>st</sup> Century Learner*, being held at Assumption College on April 16, 2010, as well as to a copy of a *revised* resolution being presented at the OCSTA AGM. Vice Chair Joe McPherson read a card of thanks from June Szeman for the concern and kindness extended following the loss of her sister. Chris Radojewski, Student Trustee, commented favourably on the significant increase in participation by secondary students at this year's Skills Canada competition, as well as announced that Assumption College's Mock Trial team won the Regional Competition and are advancing to the National Competition.

Moved by: Cliff Casey  
Seconded by: Dennis Blake

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

**Carried**

**6. Notices of Motion: Nil**

**7. Trustee Inquiries:**

Trustee Dignard inquired if a list of educational acronyms was posted on the Board's website for parents to access. Mr. Easton will follow up on this request.

**8. Business In-Camera**

Moved by: Cliff Casey  
Seconded by: Dennis Blake

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

**Carried**

**9. Report on the In-Camera Session**



**Brant Haldimand Norfolk  
Catholic District School Board**

**Minutes**

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

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Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

**10. Future Meetings and Events**

Chair June Szeman invited trustees to review the list of upcoming meetings and events.

**11. Moment of Silent Reflection**

**12. Adjournment**

Moved by: Bonnie McKinnon

Seconded by: Joe McPherson

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of March 30, 2010.

**Carried**

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Next Meeting: Tuesday, April 27, 2010 - Boardroom

# RECOMMENDATIONS FOR THE BOARD FROM THE COMMITTEE OF THE WHOLE

April 27, 2010

<b>AGENDA ITEM</b>	<b>MOTION</b>
4.7	THAT the Brant Haldimand Norfolk Catholic District School Board approves the Early Learning Program Year 2 school selection.
4.8	THAT the Brant Haldimand Norfolk Catholic District School Board approves the Bus Operator's Agreement for the years September 1, 2009 to August 31, 2012 for all bus operators of the Student Transportation Services of Brant Haldimand Norfolk (STSBHN).

## **RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Committee of the Whole Meeting of April 20, 2010.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations from the Committee of the Whole Meeting of April 20, 2010.



**Committee of the Whole**  
**Tuesday, April 20, 2010 7:00 pm**  
**Boardroom**

**Present:**        **Trustees:**  
Joe McPherson (Chair, Committee of the Whole), Dennis Blake, Cliff Casey, Dan Dignard,  
Bonnie McKinnon, June Szeman

**Senior Administration:**  
Wally Easton (Associate Director, Corporate Services & Treasurer), Bill Chopp (Superintendent  
of Education), Trish Kings (Superintendent of Education), Chris Roehrig (Superintendent of  
Education)

**Absent:**        Cathy Horgan (Director of Education), Chris Radojewski (Student Trustee)

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**1. Call to Order**

**1.1 Opening Prayer**

The meeting was opened with a prayer led by Joe McPherson, Chair of the Committee of the Whole.

**2. Routine Matters**

**2.1 Approval of the Agenda**

Moved by: Bonnie McKinnon  
Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda for the April 20, 2010 meeting.

**Carried**

**2.2 Declaration of Interest: Nil**

**2.3 Approval of Minutes from the Committee of the Whole Meeting of March 23, 2010.**

Moved by: Dennis Blake  
Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the March 23, 2010 meeting.

**Carried**

**2.4 Business Arising from Minutes: Nil**



**3. Presentations and Delegations:**

- 3.1** Chair Joe McPherson welcomed Jacob McGivern and his family. Jacob, who placed first in the junior public speaking contest in the Holy Trinity Family of Schools competition, presented his speech on *Complaining*.
- 3.2** Chair Joe McPherson welcomed Sister Mary Walter, C.S.J., and presented a biography of her accomplishments as a teacher for our Board and in various missions, her ongoing dedication as a parish and school volunteer, and her passion for travel. Chair McPherson extended the Board's sincerest thanks for her years of selfless service and involvement in our community and presented her with a special token on the occasion of her *Golden Jubilee*, 50 years as a Sister of St. Joseph.

**4. Committee and Staff Reports:**

**4.1 Approved Special Education Advisory Committee Minutes of March 10, 2010**

Trustee Dennis Blake, representative on the Special Education Advisory Committee, reviewed the minutes from the meeting of March 10, 2010. Superintendent Bill Chopp commented on the success of the Grade 3 Reading Upgrade program whereby 57 of the 100 students who were identified in the fall as being "at risk" in literacy were no longer at the "at risk" level by January.

Moved by: Cliff Casey

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the minutes from the Special Education Advisory Committee meeting of March 10, 2010.

**Carried**

**4.2 Unapproved Regional Catholic School Council Meeting Minutes of March 1, 2010**

Trustee Bonnie McKinnon, representative on the Regional Catholic School Council, reviewed the minutes from the meeting of March 1, 2010, which included presentations on the rollout of the Early Learning Program and highlights of the Safe Schools initiative.

Moved by: Bonnie McKinnon

Seconded by: June Szeman

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Regional Catholic School Council meeting of March 1, 2010.

**Carried**



#### **4.3 Unapproved Accommodations Committee Meeting Minutes of April 6, 2010**

Cliff Casey, Chair of the Accommodations Committee, reviewed the minutes from the meeting of April 6, 2010, which focused primarily on updates of current capital projects.

Moved by: Dennis Blake

Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Accommodations Committee meeting of April 6, 2010.

**Carried**

#### **4.4 Board Enrolment – March, 2010**

Superintendent of Education Chris Roehrig reported on the March 31, 2010 enrolment numbers, which are close to the projected enrolment numbers. The March 31 enrolment information is used by the Ministry of Education for grant purposes.

Moved by: June Szeman

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the enrolment report for March 31, 2010.

**Carried**

#### **4.5 2010-11 Grants for Student Needs**

Associate Director Wally Easton reported on the provincial overview of the 2010-11 school board grants announced by the Ministry of Education on March 26, 2010. He briefly outlined some of the major impacts of this funding announcement for the next school year and added that information regarding board-specific funding has not yet been released.

Moved by: June Szeman

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the 2010-11 Grants for Student Needs report.

**Carried**

#### **4.6 Financial Report – February 2010**

Associate Director Wally Easton reviewed the Board Expenditure Report for the period ended February 28, 2010. He reported that expenditures for the first half of the school year are on track with 51.9% of the total budget spent.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Financial Report – February 2010.

**Carried**



#### **4.7 Early Learning Program**

Superintendent of Education Trish Kings reported on the planning steps set out by the Ministry of Education for implementation of the Year 2 (2011-12) Early Learning Program including timelines, planning as well as school site selection parameters, required consultations, and identification of capital needs. The Ministry has provided the Brant Haldimand Norfolk Catholic District School Board with four classes for 2011-12. After reviewing community needs, impact on existing child care and early year programs, Early Development Instrument reports and student achievement, the following schools have been selected for Year 2 of the Early Learning Program: St. Patrick's, Caledonia (1 class); Christ the King, Brantford (1 class); St. Stephen's, Cayuga (1 class) and St. Theresa, Brant County (1 class).

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approves the Early Learning Program Year 2 school selection.

**Carried**

#### **4.8 Bus Operators' Contracts**

Associate Director Wally Easton explained that the bus operator's contract for 2009-10 is the first time a common contract has been developed by partners of the Student Transportation Services of Brant Haldimand Norfolk (STSBHN). Referencing the standard bus operator contract developed by the Ministry of Education, STSBHN staff met several times with bus contractors in an effort to standardize the terms of the contract and contract rates. The 2009-10 contract includes several new provisions such as vehicle age, a dispute resolution mechanism, and a fuel escalation calculation. One of the goals is to move towards a common rate for all operators by the end of the Bus Operator's Agreement on August 31, 2012.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approves the Bus Operator's Agreement for the years September 1, 2009 to August 31, 2012 for all bus operators of the Student Transportation Services of Brant Haldimand Norfolk (STSBHN).

**Carried**

#### **5. Information and Correspondence – Nil**

#### **6. Notices of Motion: Nil**

#### **7. Trustee Inquiries: Nil**



**8. Business In-Camera**

Moved by: Dennis Blake

Seconded by: Cliff Casey

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

**Carried**

**9. Report on the In-Camera Session**

Moved by: June Szeman

Seconded by: Bonnie McKinnon

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

**Carried**

**10. Future Meetings**

The list of upcoming meetings and events was reviewed by Trustees.

**11. Moment of Silent Reflection**

**12. Adjournment**

Moved by: June Szeman

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of April 20, 2010.

**Carried**

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Next Meeting: Tuesday, May 18, 2010 - Boardroom

# REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Trish Kings, Superintendent of Education  
Presented to: Board of Trustees  
Submitted on: April 27, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

## CATHOLIC EDUCATION WEEK 2010

Public Session

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### **BACKGROUND INFORMATION:**

Catholic Education Week this year takes place from May 2 – May 7, 2010. During this week, our Catholic community celebrates the unique and distinctive contribution that Catholic schools make to our students, our community, and our province. Catholic Education Week is a welcome opportunity to celebrate the mission of our Catholic schools as they strive to integrate the Gospel values of Jesus Christ in every aspect of the school's life and curriculum.

This year's theme is: "Catholic Education: Rejoicing in Hope". Five sub-themes, one for each of the five days of Catholic Education Week 2010, help students to understand the rich meaning of this year's theme:

- Day 1 – Hope in our Hearts
- Day 2 – Hope in our Homes
- Day 3 – Hope in our Schools
- Day 4 – Hope in our Communities
- Day 5 – Hope in our World

Catholic Education Week 2010 begins on a Sunday to highlight the partnership that remains the foundation of Catholic education. We particularly want to underline the relationship of Catholic schools with the broader Church community, especially with the parishes that remain the centre of our worshipping faith community.

Throughout Catholic Education Week, school communities are asked to reflect on the significance of Catholic education's presence and contribution in our Church, and in our society. All members of our community, especially our parents, are invited to participate in the celebrations and activities that will mark the celebration of Catholic Education Week 2010 within our schools.

### **DEVELOPMENTS:**

The Ontario Catholic School Trustees' Association provides a school resource kit to assist schools in planning special activities and prayer celebrations based on the daily themes. Each school, in its own unique way, will utilize the resource kit and plan its activities. A listing of these activities is posted on each school's website in the Catholic Education Week section.

In addition, a "Celebration of the Arts" will take place on Tuesday, May 4 incorporating the theme, "Rejoicing in Hope", which will be preceded by a Board Art Exhibit from April 28-30, 2010 at Glenhyrst Gallery in Brantford, Old Town Hall in Waterford, and Haldimand Museum in Cayuga.

**RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board receives the report on Catholic Education Week 2010.

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

Prepared by: Chris Roehrig  
Presented to: Board of Trustees  
Submitted on: Tuesday, April 27, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

**STRATEGIC ACTION PLAN UPDATE: LEADERSHIP**  
Public Session

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**BACKGROUND INFORMATION:**

The Board's Strategic Plan was approved in principle in June, 2009. In the fall of 2009, the action plans for the Strategic Commitments were received by the Board. At that time it was determined that updates on the activity and a final report would be provided to the Board.

**DEVELOPMENTS:**

Please find attached the Status Report on Leadership.

**RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Strategic Plan Update: Leadership report.

**Leadership:** *We want to ensure dynamic and progressive leadership in the years ahead*

- Capitalize on and share our current knowledge and experience with those who will lead tomorrow
- Build capacity to be ready for demographic changes - e.g. retirements - in the years ahead
- Identify and nurture potential leaders at every level of our school system

Expected Outcome	Strategies	Indicators of success	Evaluation Cycle	Responsibility	Status
Create a profile of the leader upon which selection and training programs will align.	Establish a Leadership Steering Committee (LSC) made up of principals, vice-principals and senior staff to provide input into the profile of the leader - use evidence and research based on the Ontario Leadership Strategy and the Ontario Institute for Education Leadership (the Catholic Leadership Framework).	Committee created and minutes/agendas of meetings documented.	February 2010	Director of Education	The LSC has been formed and has met a number of times to guide system direction. The LSC has analyzed data to determine system needs.
		Publication and communication of the profile of the leader to the system.	June 2010	Superintendent of Education (Staffing)	A profile of the leader of the system has been drafted and incorporated into the hiring package for vice-principal and principal applications.
Develop programs for aspiring, beginning and experienced leaders that align with the leadership framework and core leadership capacities.	LSC to support the development of locally developed courses for aspiring leaders aspiring and experienced leaders.  Survey the system using the Leadership Self-Review Tool to clarify the next steps for the system.  Develop and implement a mentoring program for new and experienced principals and vice-principals.	Outline of courses produced and published.	June 2010	Superintendent of Education (Staffing)	The first course has been developed and will begin ahead of schedule – April 28, 2010.
		Survey data collected, analyzed and summarized for next steps.	November 2009	Superintendent of Education (Staffing)	Data was compiled and analyzed – subsequently the committee completed another survey to uncover obstacles to formal leadership.
		Principals and vice-principals engaged in a mentoring program.	November 2009	Superintendent of Education (Elementary)	The mentoring program has been a success. It was aided by an outside facilitator (Fran Craig from the CCC).

Expected Outcome	Strategies	Indicators of success	Evaluation Cycle	Responsibility	Status
Develop programs for aspiring, beginning and experienced leaders that align with the leadership framework and core leadership capacities. <i>(continued)</i>	Implement a performance appraisal (PPA) process for principals and vice-principals that have professional growth as a foundation.  Create a professional development program for principals and vice-principals that align with system goals.	Principals and vice-principals participating in all aspects of PPA.  All principals and vice-principals participate in professional learning program.	November 2009  June 2010	Superintendent of Education (Staffing)  Principal Assigned to Professional Learning	Training sessions took place to prepare principals and vice-principals for the new process. School superintendents have begun the first cycle of PPAs using the new format.  Ongoing PD has been developed at AAC meetings by our Principal assigned to professional learning. The highlight is the April session with Father Ray Carey.
Develop a recruitment and selection process for hiring leaders that aligns with our profile of the leader.	Using the profile of the leader – establish a subcommittee to develop the recruitment and selection process for vice-principals and principals	Produce an outline of the recruitment and selection process for vice-principals and principals.	June 2010	Superintendent of Education (Staffing)	The recruitment and selection system has been created. Applicants for the vice-principal pool and principal pool will use the new system based on the Core Leadership Capacities.

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

Prepared by: Chris Roehrig, Superintendent of Education  
Presented to: Board of Trustees  
Submitted on: April 27, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

**2010-11 STUDENT SENATE MEMBERSHIP AND  
STUDENT TRUSTEE ELECTIONS**

Public Session

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**BACKGROUND INFORMATION:**

The Brant Haldimand Norfolk Catholic District School Board's Student Senate exists as a vehicle to enhance communication between student leaders in our secondary schools, foster understanding of the workings of the School Board, and facilitate input to the Board of Trustees through the Student Trustee.

**DEVELOPMENTS:**

**Student Senate Membership for 2010-11**

The Student Senate will have three representatives from each secondary school in 2010-11. School representatives will be determined as follows:

- a) one (1) representative from the school's 2010-11 Student Council; and
- b) two (2) representatives appointed by the Student Council in consultation with, and subject to, the approval of the school principal.

**Student Trustee Elections**

The Brant Haldimand Norfolk Catholic District School Board's policy on *Student Trustees* (100.7) outlines the procedure for the election of the Student Trustee. The Student Trustee shall meet the following qualifications:

- a) be a practicing Catholic in union with the See of Rome;
- b) be a resident student of the board; and
- c) be enrolled full-time (i.e., at least 3 credits per semester) in one of the Board's Catholic secondary schools and be in the senior division at the time of his/her term as Student Trustee.

**Election Procedure**

Short-listed candidates make a speech to the Student Senate, Student Council Co-Presidents and an additional principal appointee from each secondary school. The speech outlines the reasons why they want to be a trustee and the skills/experience that they have that will make them a good trustee. Following the presentations and a brief interview, the student representatives vote to elect the Student Trustee for the coming year.

The Student Trustee elections were held on **Tuesday, April 27, 2010 at 4:00 p.m.** at the Catholic Education Centre.

**RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board receives the report on the 2010-11 Student Senate Membership and Student Trustee Elections.

## Brant Haldimand Norfolk Catholic District School Board

### 2009-10 Trustee Meetings and Events

April 28-30		Board Art Show (*see details below)
April 28, 2010	1:30 pm	Catholicity Committee
April 29-May 1		OCSTA AGM – Thunder Bay
May 2-7, 2010		Catholic Education Week
May 4, 2010	5:30 pm 6:30 pm	Celebration of the Arts (art viewing) – Sanderson Centre Celebration of the Arts (performances)
May 11, 2010	3:00 pm	Policy Committee
May 11, 2010	7:00 pm	Jean Vanier Blessing
May 12, 2010	7:00 pm	SEAC
May 13, 2010	1:30 pm	Faith Advisory Committee
May 18, 2010	3:30 pm	Budget Committee
<b>May 18, 2010</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
May 24, 2010		Victoria Day
May 25, 2010	1:00 pm	Student Transportation Services BHN
May 25, 2010	5:45 pm	Website/Social Networking Inservice
<b>May 25, 2010</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
May 26, 2010	2:00 pm	Sod Turning Ceremony @ Southwest Brant School
June 3-5, 2010		CCSTA AGM - Ottawa
June 8, 2010	3:00 pm	Policy Committee
June 8, 2010	7:00 pm	Budget Committee
June 9, 2010	1:30 pm	Catholicity Committee
June 9, 2010	7:00 pm	SEAC
<b>June 15, 2010</b>	<b>7:00 pm</b>	<b>Committee of the Whole</b>
<b>June 22, 2010</b>	<b>7:00 pm</b>	<b>Board Meeting</b>
June 29, 2010		Last Day of Classes
June 29, 2010	5:00 pm	ACS Graduation
June 29, 2010	7:00 pm	Holy Trinity Graduation
June 29, 2010	7:30 pm	St. John's College Graduation – Sanderson Centre
June 30, 2010		PA Day

\* **Board Art Show:** Student Art on display at -  
*Glenhyrst Gallery, Brantford*  
*Old Town Hall, Waterford*  
*Haldimand Museum, Cayuga*

*10:30 am – 3 pm daily (school visits)*  
*6:00 pm – 8:00 pm (public viewing)*