



Board Meeting
Tuesday, September 28, 2010 7:00 p.m.
Boardroom

Members: Trustees:

June Szeman (Chair), Dennis Blake, Cliff Casey, Dan Dignard, Bonnie McKinnon,
Joe McPherson, Alyn Poremba (Student Trustee)

Senior Administration:

Cathy Horgan (Director of Education), Wally Easton (Associate Director, Corporate Services & Treasurer), Bill Chopp (Superintendent of Education), Trish Kings (Superintendent of Education), Chris Roehrig (Superintendent of Education)

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 – June 22, 2010 Pages 3-8
- 2.4 Approval of Minutes from Special Meeting of the Board – July 22, 2010 Pages 9-10
- 2.5 Approval of Minutes from Special Meeting of the Board – August 25, 2010 Pages 11-13
- 2.4 Business Arising from Minutes

3. Presentations and Delegations

- 3.1 Theresa Harris, Executive Director of the Ontario Catholic Supervisory Officers Association, will recognize Cathy Horgan, OCSCA President, 2008-09.
- 3.2 The board will recognize Jim Harder, retired Elementary Principal.
- 3.3 Mary Gallo, Principal of Program: Secondary will present the Brant Haldimand Norfolk Catholic District School Board with a Community Partnership Award from the Workforce Planning Board of Grand Erie.



4. Committee and Staff Reports

- 4.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting from September 21, 2010 Pages 14-18
Presenter: June Szeman, Chair of the Committee of the Whole
- Financing for Central Office Reorganization (pgs. 19-20)
 - Election Compliance Audit Committee (pgs. 21-23)
 - Honoraria for Board Members (pgs. 24-26)
- 4.2 Student Trustee Report Page 27
Presenter: Alyna Poremba, Student Trustee

5. Information and Correspondence

6. Notices of Motion

THAT, for the school years 2011-12 and beyond, the Brant Haldimand Norfolk Catholic District School Board will determine the number of full-day kindergarten classes that can be offered each year based on the total provincial funding provided for the Early Learning Program for each phase. This includes total funding for operating and capital purposes.

Moved by: Cliff Casey

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

Pages 28-29

11. Moment of Silent Reflection

12. Adjournment

Next Meeting: Tuesday, October 26, 2010, 7:00 p.m. - Boardroom



Board Meeting
Tuesday, June 22, 2010 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:
Cathy Horgan (Director of Education), Wally Easton (Associate Director, Corporate Services &
Treasurer) Bill Chopp, and Chris Roehrig (Superintendents of Education)

Absent:

1. Call to Order

1.1 Opening Prayer

The meeting was opened with prayer led by June Szeman, Chair of the Board. A Memorial Statement for Assumption College student Rebekah Verschoor was read by Superintendent of Education, Chris Roehrig. Associate Director Wally Easton read a Memorial Statement for Chuck Hellewell, Caretaker at Holy Trinity.

2. Routine Matters

2.1 Approval of the Agenda

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the June 22, 2010 meeting.

Carried

2.2 Declaration of Interest - Nil

2.3 Approval of Minutes from the Board Meeting of May 25, 2010

Moved by: Joe McPherson
Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Minutes from the May 25, 2010 meeting of the Board.

Carried

2.4 Business Arising from Minutes - Nil



3. Presentations and Delegations –

- 3.1** The Board congratulated Gillian Parsons, Grade 1 Teacher at St. Gabriel School, who received the Ministry of Education's *Premier's Awards for Teaching Excellence* last month. Chair Szeman provided an overview of Mrs. Parsons' 21-year teaching career and commended her on her passion for providing quality Catholic education, and for her unique and continual contributions to her students and local community.
- 3.2** The Board congratulated Terre Slaght, Principal of Program: Special Education, who recently received the Ontario Council of Administrators in Special Education (OCASE)'s *Outstanding Administrator of Special Education* award. This award recognizes Mrs. Slaght's significant professional contributions in the administration of programs for exceptional students. Chair Szeman commented on Mrs. Slaght's contributions to Special Education over the years and the respect that she has earned from colleagues across the province.
- 3.3** The Board congratulated recipients of special awards recently presented by the Council of Exceptional Children. Matthew Carlson, a grade 8 student at Notre Dame School in Brantford was congratulated for his Student Achievement Award. Tara D'Agostino, Special Education Resource Teacher (SERT) at Notre Dame School, Brantford, was commended on her Teacher of the Year Award. Chair Szeman also acknowledged the award winners who were unable to be present, as follows:
Nita Apostoli-Surette, Guidance Teacher, Holy Trinity – Teacher of the Year Award
Jennifer Kings-Nagy, EA, Assumption College School – Paraprofessional Award
Irene Pinelli, Educational Assistant, St. Mary's School, Hagersville – Paraprofessional Award
Nancy Commisso, Speech Pathologist – Professional Support Services Award
- 3.4** The Board recognized and congratulated Maureen Wills, Principal of Program: Elementary, who is retiring from the Board effective June 30, 2010 after 41 years of service to the system as a teacher, school Principal and system Principal of Program. Chair Szeman commented on Mrs. Wills' enthusiasm, dedication and service over her tenure with the Board.
- 3.5** Chair Szeman took the opportunity to thank student trustee Chris Radojewski for his dedication and service to the board over the past two years. His term as student trustee ends on August 31, 2010. She read a letter that outlined Mr. Radojewski's role with the board, his work as a member of the student senate, and his contributions as a student at Assumption College School.

4. Committee and Staff Reports

4.1 Unapproved Minutes and Recommendations from the Committee of the Whole meeting of June 15, 2010

Joe McPherson, Chair of the Committee of the Whole, reviewed the unapproved minutes and recommendations to the Board from the June 15, 2010 meeting of the Committee of the Whole. Approval was requested for the following recommendations:



THAT the Budget Committee recommends the Committee of the Whole refers the 2010-11 Salaries and Benefits Budget, in the amount of \$89,385,453, to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Budget Committee recommends the Committee of the Whole refers the 2010-11 Operations Budget, in the amount of \$23,662,189, to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the amended Criminal Background Checks 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 amended Volunteers 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 amended Performance Appraisal for Non-Teaching Staff 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 interim Workplace Violence Prevention 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 interim Workplace Harassment 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 interim Safe Schools Policy, Student Discipline Policy, and Bullying Prevention and Intervention Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Joe McPherson

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 June 15, 2010.

Carried

Moved by: Joe McPherson

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations from the Committee of the Whole Meeting of June 15, 2010.

Carried



4.2 Excursion – Italy

Superintendent of Education Chris Roehrig reviewed a request from St. John's College regarding an excursion to Italy next March Break to provide approximately 45 students with the opportunity to study unique art works and architecture.

Moved by: Bonnie McKinnon

Seconded by: Joe McPherson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to Italy from Friday, March 11, 2011 (evening) to Sunday, March 20, 2011.

Carried

4.3 Excursion – New York City

Superintendent of Education Chris Roehrig reviewed a request from St. John's College regarding an excursion to New York City next March Break to provide Grade 11-12 Drama students with the opportunity to explore the historical development of theatre forms and examine the impact of the Arts on the cultural development of New York City.

Moved by: Joe McPherson

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to New York City from Saturday, March 12, 2011 to Wednesday, March 16, 2011.

Carried

4.4 Mechanical and Electrical Upgrades

Associate Director Wally Easton reviewed the bids received in response to a tender to upgrade the mechanical and electrical systems at St. John's College. Mr. Easton explained that the renovation project is being carried out in two phases: the current tender representing phase one, and the second phase, which will include additional mechanical and electrical work as well as the school addition. Although a majority of the work will be completed during the summer of 2011, the target completion date remains September 1, 2011.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the awarding of the mechanical and electrical upgrades contract at St. John's College to STM Construction, in the amount of \$931,657, plus HST.

Carried

4.5 Strategic Action Plan: Year-End Report

Director of Education Cathy Horgan provided the year-end status on each of the Strategic Action Plan commitments in the areas of student achievement, Catholicity, leadership and communication. She shared some of the feedback received from the Strategic Plan presentations she made to staff of every school and other work sites/groups over the course of



the year. Director Horgan also provided handouts that outlined the connection between the Board Strategic Plan, the Board Improvement Plan, and School Improvement Plans. She recommended that some changes be made to the Board's Core Values resulting from the feedback received from her Strategic Plan presentations.

Moved by: Dennis Blake

Seconded by: Joe McPherson

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Year-End Report on the Strategic Action Plan.

Carried

Moved by: Dennis Blake

Seconded by: Joe McPherson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the amended Strategic Plan.

Carried

Student Trustee Radojewski indicated his support of the motions.

5. Information and Correspondence:

Chair Szeman made available to trustees a copy of the 2010 OECTA Young Authors' publication for review. Entries from two of our students were recognized in this provincial publication: Celine Smith from Sacred Heart (Langton) and Rebecca Lacroix-Coddington from Holy Trinity.

Chair Szeman commented on the cost for the OCSTA Fall Regional Meeting scheduled for September 15, 2010 in Windsor. She will contact organizers and inquire about the registration fee, as well as the location of other regional meetings in the event that they are being held closer than Windsor.

Chair Szeman expressed appreciation to staff for all their work and dedication in supporting the board and school system.

Trustee Blake commented that he had received two calls from Port Dover residents expressing concern regarding sidewalks at St. Cecilia's school, as well as the short length of the green traffic light at Hwy 6. It was confirmed that trustees should direct inquiries of this nature to Associate Director Easton for investigation/resolution. A suggestion was also made that the Board consider writing a letter to the County of Norfolk expressing concerns for student safety resulting from the lack of sidewalks in certain school areas such as Holy Trinity in Simcoe.

Student Trustee Chris Radojewski expressed his thanks to the Board, as well as to Superintendent Roehrig, for their support and mentoring over his two-year term as student trustee. He was particularly impressed with the board's environmental initiatives, their outreach efforts as reflected in events like the annual mission trip, as well as their openness in seeking student input on board policies by vetting new and revised policies through the student senate.

Moved by: Joe McPherson

Seconded by: Dan Dignard

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



6. Notices of Motion: Nil

7. Trustee Inquiries: Nil

8. Business In-Camera

Moved by: Bonnie McKinnon

Seconded by: Joe McPherson

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

Moved by: Bonnie McKinnon

Seconded by: Joe McPherson

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 reviewed the list of upcoming meetings and events and reminded trustees of the system-wide Faith Day at the Sanderson Centre on Thursday, September 2, 2010.

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 June 22, 2010.

Carried

Next Meeting: Tuesday, September 28, 2010 - Boardroom



**Special Meeting of the Board
Thursday, July 22, 2010 10:00 a.m.
via Teleconference**

Present: **Trustees:**
June Szeman (Chair), Joe McPherson (Vice Chair), Dennis Blake, Dan Dignard, Bonnie
McKinnon, Alyna Poremba (Student Trustee)

Senior Administration:
Cathy Horgan (Director of Education), Wally Easton (Associate Director, Corporate Services &
Treasurer)

Absent: Cliff Casey

1. Call to Order

1.1 Opening Prayer

The meeting was opened with a prayer led by June Szeman, Chair of the Board.

2. Routine Matters

2.1 Approval of the Agenda

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda for the
Special Meeting of the Board of July 22, 2010.

Carried

2.2 Declaration of Interest: Nil

3. Business In-Camera

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

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

Carried



4. Report on the In-Camera Session

Moved by: Joe McPherson
Seconded by: Dennis Blake

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

Carried

5. Moment of Silent Reflection

6. Adjournment

Moved by: Dennis Blake
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Special Meeting of the Board of July 22, 2010.

Carried



**Special Meeting of the Board
Wednesday, August 25, 2010 10:00 a.m.
Boardroom**

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

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

Absent:

1. Call to Order

1.1 Opening Prayer

The meeting was opened with a prayer led by June Szeman, Chair of the Board.

2. Routine Matters

2.1 Approval of the Agenda

Moved by: Cliff Casey
Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda for the Special Meeting of the Board of August 25, 2010.

Carried

2.2 Declaration of Interest: Nil

3. Committee and Staff Reports

3.1 Student Transportation

Associate Director Wally Easton introduced Phil Kuckyt, Manager of Transportation. Mr. Easton provided an update on the ongoing changes being implemented by the Student Transportation Services Brant Haldimand Norfolk consortia, primarily the harmonization of walking distances between the three partner boards (1.6 km for elementary students; 3.2 km for secondary students), access by parents to current transportation information via an online portal, increased route efficiencies, and stricter enforcement of policy and procedures regarding courtesy ridership. Some of these changes have resulted from Ministry recommendations following its Efficiency and Effectiveness Review of September 2009. Over 30 bus routes have been



eliminated, which represents an approximate savings of \$1 million for the consortia. Concerns regarding services for special needs students, walking route hazards, and out of boundary requests were addressed by Mr. Easton and Mr. Kuckyt.

Moved by: Cliff Casey

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board receives the report on Student Transportation.

Carried

3.2 Construction of St. John's College Addition

Associate Director Wally Easton outlined the results of the August 24, 2010 tender opening for Phase 2 of the St. John's College addition. The lowest bid of \$8,277,000 by PM Contracting is still approximately \$1.2 million over the original estimate and amount approved by the Board for this project. Mr. Easton outlined possible options such as the issue of a new tender listing different expectations, including a cost breakdown, which would assist staff in determining where savings might be realized. Trustee questions were addressed. Staff will continue to evaluate options and will report back to trustees in the near future.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the information on the Construction of St. John's College Addition.

Carried

4. Information and Correspondence

- 4.1** Director of Education Horgan advised that interviews for the position of Assistant Superintendent of Business are scheduled for August 31 and confirmed trustee membership on the interview team. A start date will be determined if/when a successful candidate is selected.
- 4.2** Chair Szeman brought trustee attention to a District School Board of Niagara letter to the Premier of Ontario regarding underfunding for the Early Learning Program. Trustee Casey gave a notice of motion for the next Board meeting regarding the alignment of the number of kindergarten classes that can be offered in future years with the total funding provided by the Ministry.
- 4.3** Chair Szeman also drew trustee attention to a letter from the Ministry of Citizenship and Immigration regarding adult non-credit language training program funding for 2010-11.
- 4.4** Chair Szeman extended the Board's congratulations to Associate Director Wally Easton, who has been chosen by the Ontario Catholic School Business Officials' Association (OCSBOA) as recipient of their "Outstanding Contribution" Award for 2010. Mr. Easton will be recognized for his significant contribution to the ongoing activities of the Association and to the cause of Catholic Education in the Province of Ontario at the Association's Annual Conference in September.



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

5. Business In-Camera

Moved by: Dennis Blake
Seconded by: Cliff Casey

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

Carried

6. Report on the In-Camera Session

Moved by: Joe McPherson
Seconded by: Bonnie McKinnon

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

Carried

5. Moment of Silent Reflection

6. Adjournment

Moved by: Bonnie McKinnon
Seconded by: Joe McPherson

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Special Meeting of the Board of August 25, 2010.

Carried

Next Meeting: Tuesday, September 28, 2010 - Boardroom



**Committee of the Whole
Tuesday, September 21, 2010 7:00 pm
Boardroom**

Trustees:
Present: June Szeman (Chair, Committee of the Whole), Dennis Blake, Dan Dignard, Bonnie McKinnon, Joe McPherson, Alyna Poremba (Student Trustee)

Absent: Cliff Casey

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

1. Call to Order

1.1 Opening Prayer

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

2. Routine Matters

2.1 Approval of the Agenda

Chair Szeman requested that the Notice of Motion, moved by Trustee Cliff Casey, be deferred until the September 28, 2010 Board Meeting.

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 amended agenda for the September 21, 2010 meeting.

Carried

2.2 Declaration of Interest: Nil

2.3 Approval of Minutes from the Committee of the Whole Meeting of June 15, 2010

Moved by: Joe McPherson

Seconded by: Dennis Blake

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the June 15, 2010 meeting.

Carried

2.4 Business Arising from Minutes: Nil

3. Presentations and Delegations: Nil



4. Committee and Staff Reports:

4.1 Unapproved Special Education Advisory Committee Meeting Minutes of September 8, 2010

Committee Chair Dennis Blake reviewed the minutes from the SEAC meeting of September 8, 2010. A prospective new member provided an aboriginal perspective to discussions.

Moved by: Dennis Blake

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the unapproved minutes from the Special Education Advisory Committee meeting of September 8, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

4.2 Start-up Enrolment and School Organizations

Superintendent of Education Chris Roehrig reviewed the start-up enrolment numbers and school organizations as of September 17, 2010. The elementary panel is 137 students lower than the projected enrolment, while the secondary panel is 180 pupils higher than projected. The elementary enrolment decline exceeded all expectations and staff are working on determining what factors contributed to this decline. A reorganization of some schools and a resulting decrease in teaching positions is in process. Superintendent Roehrig responded to trustee inquiries regarding the process that will be followed for these school reorganizations and communication with the affected school communities.

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Board Enrolment report for September 17, 2010.

Carried

4.3 EQAO Results for Primary, Junior and Grade 9

In reviewing the Primary and Junior results from last spring's EQAO assessments, Superintendent Trish Kings indicated that these are the best results our Board has ever achieved. The Board's ongoing focus on instructional strategies that improve results is reflected in our students' success, and concerted efforts in the area of student achievement will continue. Province wide, Junior Mathematics scores are down, and the Ministry has provided additional funding to support improved achievement in this area. The Board has increased its focus in Junior Mathematics, including the introduction of Math Coaches in every elementary school. Data from these assessments will also assist in the development of the 2010-11 K-12 Board and School Improvement Plans. At the Grade 9 Math level, Superintendent Roehrig commented that results were outstanding, reflecting the Board's consistent focus on excellence, support and capacity building of its administrative and teaching staff over the past several years.



Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on EQAO Results for Primary, Junior and Grade 9.

Carried

4.4 Financing for Central Office Reorganization

Associate Director Wally Easton reported that with the demolition of the Providence Resource Centre scheduled for the end of June 2011, senior staff has actively been looking at relocation options for the over twenty employees that will be displaced, as well as assessing its overall central office staff organization needs. Although a plan has not yet been finalized, any plan will result in facility/accommodation expenses. Associate Director Easton requested the approval of a capital loan agreement with the CIBC that will be readily available when a decision to proceed is made by the Board.

Moved by: Joe McPherson
Seconded by: Dan Dignard

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

THAT the Chair or Vice-Chair and the Treasurer are authorized, on behalf of the Board, to borrow from time-to-time from the Canadian Imperial Bank of Commerce (CIBC) a sum or sums not exceeding in the aggregate \$1,000,000 to meet the capital expenditures of the Board until the capital revenue has been received, for the year (including the amounts required for the purposes mentioned in subsection 243(1) and 243(2) of the Education Act, plus interest at a rate to be agreed upon from time-to-time with CIBC.

THAT the Treasurer is authorized and directed to apply in payment of all sums plus interest, all of the monies collected or received in respect of the capital revenue of the Board.

THAT 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 borrowing 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

4.5 Election Compliance Audit Committee

Associate Director Wally Easton reviewed the requirements for the formation of a mandatory Election Compliance Audit Committee resulting from changes to the Municipal Elections Act. The City of Brantford, Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board previously agreed to form one committee, with the City of Brantford taking the lead in recruiting Committee members on behalf of all partners. Three candidates have been selected/recommended by the City of Brantford. These candidates must be appointed by all three organizations.



Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the appointment of Bruce Hodgson, Ralph Pearse and Martin Titmus to the Compliance Audit Committee for the purposes of Section 81 of the Municipal Elections Act for the period of December 1, 2010 to December 1, 2014.

Carried

4.6 Honoraria for Board Members

Associate Director Wally Easton reviewed the requirements for the Board to establish a formula for calculating honoraria for Board members, in keeping with Ontario Regulation 357/06, prior to the new term.

Moved by: Joe McPherson
Seconded by: Dennis Blake

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the calculation for determining the annual trustee honoraria for the term of office December 1, 2010 to November 30, 2014 as follows:

- i) 100% of the Base Amount or \$5,900 per year;
- ii) 100% of the Enrolment Amount or \$1.75 per student;
- iii) 100% of the extra Enrolment Amount for the Chair and Vice-Chair; and
- iv) 0% of the Attendance Amount.

Carried

4.7 Father Fogarty Awards

Director Cathy Horgan advised that Jenna Sabolsky (Assumption College School) and Daniel Carpenter (St. John's College) are recipients of the 2009-10 Catholic Education Foundation of Ontario's *Catholic Student Award*. They will be honoured at the annual Father Fogarty Awards Dinner on October 23, 2010 in Toronto.

Moved by: Dennis Blake
Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the information regarding the recipients of the 2009-10 Catholic Student Award.

Carried

5. Information and Correspondence:

Chair Szeman shared a thank you card, as well as a letter from the principal of Notre Dame School in Caledonia thanking the Board and central staff for their ongoing support of school staff and students.

Moved by: Bonnie McKinnon
Seconded by: Joe McPherson

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.

6. Notices of Motion: Nil

7. Trustee Inquiries:



Trustee Dignard inquired as to the future of the St. Jean de Brebeuf building. Associate Director Easton confirmed that options for the building's use are still being considered. Mr. Dignard also suggested that school names be removed from any surplus school that has been sold.

8. Business In-Camera

Moved by: Bonnie McKinnon
Seconded by: Joe McPherson

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: Bonnie McKinnon
Seconded by: Dan Dignard

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: Joe McPherson
Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of September 21, 2010.

Carried

Next Meeting: Tuesday, October 19, 2010, 7:00 pm - Boardroom

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer
Presented to: Committee of the Whole
Submitted on: September 21, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

FINANCING FOR CENTRAL OFFICE REORGANIZATION

Public Session

BACKGROUND INFORMATION:

The Board of Trustees approved the demolition of the Providence Resource Centre (PRC) in order to facilitate the addition at St. John's College. As well, the building is old and in need of significant upgrades. Administration has been reviewing the accommodation needs for central staff, particularly those at the PRC.

DEVELOPMENTS:

There are a few possibilities to accommodate the staff located at the PRC; however, Administration needs to consider long-term and system-wide implications. For example, both the Catholic Education Centre (CEC) and the Our Lady of Fatima Resource Centre (FRC) are at, or near, capacity. There would be some efficiencies in consolidating administration offices as much as possible. Although staff are not prepared to make a final recommendation to the Board, there is no question that any move will cost \$500,000 to \$1.0 million. In order to prepare for the expansion at St. John's College, the PRC needs to be demolished by June 30, 2011. To expedite the process, we have discussed the need with the Board's bank, the Canadian Imperial Bank of Commerce (CIBC), and they have approved an interim line of credit in the amount of \$1.0 million. The interim line of credit will be in effect only until long-term financing can be arranged. As trustees are aware, administration offices are not supported by Ministry of Education grants; however, accommodations must be made for the staff at the PRC, therefore, alternative funding will need to be explored.

It is anticipated that plans for the accommodation of central staff will be presented to the Board of Trustees within the next few months. Although no expenditures will be made until plans are approved by the Board, the CIBC has provided a line of credit that requires approval. As previously stated, it would be expeditious to arrange the financing now so that it is available when the Board approves the accommodation plan.

RECOMMENDATION:

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

THAT the Chair or Vice-Chair and the Treasurer are authorized, on behalf of the Board, to borrow from time-to-time from the Canadian Imperial Bank of Commerce (CIBC) a sum or sums not exceeding in the aggregate \$1,000,000 to meet the capital expenditures of the Board until the capital revenue has been received, for the year (including the amounts required for the purposes mentioned in subsection 243(1) and 243(2) of the Education Act, plus interest at a rate to be agreed upon from time-to-time with CIBC.

THAT the Treasurer is authorized and directed to apply in payment of all sums plus interest, all of the monies collected or received in respect of the capital revenue of the Board.

THAT 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 borrowing 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.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer
Presented to: Committee of the Whole
Submitted on: September 21, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

ELECTION COMPLIANCE AUDIT COMMITTEE

Public Session

BACKGROUND INFORMATION:

Amendments to the Municipal Elections Act contained within Provincial Bill 212 now require every municipality and local boards to establish, before October 1st in an Election year, a Compliance Audit Committee for the purposes of Section 81 of the Municipal Elections Act. Prior to legislative changes contained within Bill 212, the appointment of a Compliance Audit Committee was optional for municipalities and local boards.

The Compliance Audit Committee is established to review and provide details regarding any request for a Compliance Audit filed with a school board. Any eligible elector who believes, on reasonable grounds, that a candidate has contravened the campaign financing sections of the Act may apply for a Compliance Audit of a candidate's election campaign finances.

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

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, 2010 to December 1, 2014).

Section 81.1 (2) of the Municipal Elections Act requires that 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 board;
- b) members of Council or local board; or
- c) any persons who are candidates in the election for which the Committee is established.

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 those 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 if the Auditor's Report indicates 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 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.

In May 2010, the Board approved appointing the same representatives appointed by the City of Brantford to serve as their Compliance Audit Committee. The City has appointed three individuals interested in serving in the capacity of Compliance Audit Committee member 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 her 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.

DEVELOPMENTS:

The City of Brantford has selected three members to the Audit Compliance Committee. The members, as well as a summary of their background, are:

Bruce Hodgson, Brantford, ON

- Past Chair, Brantford Public Library, 12 years as member of Board of Directors
- Member, Board of Directors, Grand River Community Health Centre
- Past Chair, Board of Governors, Mohawk College
- Past Chair, Association of Community Colleges of Ontario
- Involvement in several other local charities

Ralph Pearce, Brantford, ON

- Retired Federal Investigator with Service Canada
- Past Chair, Ontario Employer & Industry System Committee
- Past Chair, Ontario South Sector Occupational Profile Committee
- Brant District Health Council Human Resources Committee
- GETAB Underemployment Committee
- Casino Impact Study Technical Committee
- Brantford Economic Technical Committee

Martin Titmus, Brantford, ON

- 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 Bruce Hodgson, Ralph Pearce and Martin Titmus to the Compliance Audit Committee for the purposes of Section 81 of the Municipal Elections Act for the period December 1, 2010 to December 1, 2014.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer
Presented to: Committee of the Whole
Submitted on: September 21, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

HONORARIA FOR BOARD MEMBERS

Public Session

BACKGROUND INFORMATION:

Ontario Regulation 357/06 outlines the requirements to calculate school board trustee honoraria.

The regulation provides four components to the honorarium:

1. The Base Amount \$5,900, for the year beginning December 1, 2006. For each year of a term of office, beginning on or after December 1, 2010, the amount shall be increased by the Ontario Consumer Price Index (CPI) for the period from July 1 of the previous term of office to June 30 of the year in which the term of office starts. The Chair receives an additional \$5,000 and the Vice-Chair an additional \$2,500.
2. An Enrolment Amount based on the school board's enrolment.
3. An Attendance Amount of \$50 for each statutory committee meeting.
4. A Distance Amount for school boards with a jurisdiction of 9,000 square kilometres or if a meeting is held more than 200 kilometres from the trustee's residence.

The Chair and Vice-Chair receive additional amounts for their base honoraria and additional amounts for the enrolment amount.

The Enrolment Amount limit for the year is determined as follows:

1. Multiply the enrolment of the school board for the year as determined under Section 9 by \$1.75. Divide by the number of trustees.
2. For the Chair, the enrolment amount limit for the year is determined by adding the amount determined above to the amount determined as follows:
 - a) Multiply the enrolment of the school board for the year as determined under Section 9 by 5.0 cents.
 - b) Determine the greater of the amount determined under paragraph 1 and \$500.
 - c) Determine the lesser of (b) above and \$5,000.

3. For the Vice-Chair, the enrolment amount limit for the year is determined by adding the amount determined under subsection (2), to the amount determined as follows:
 - a) Multiply the enrolment of the school board for the year as determined under Section 9 by 2.5 cents.
 - b) Determine the greater of the amount determined under paragraph 1 and \$250.
 - c) Determine the lesser of (b) above and \$5,000.

There is an Attendance Amount for trustees to attend statutory committees (SEAC and SALEP); the amount cannot exceed \$50 per meeting.

There is also a Distance Amount, but, as our Board is less than 9,000 square kilometres, we do not qualify.

DEVELOPMENTS:

As trustees are aware, the government passed Bill 16; the *Public Sector Compensation Restraint to Protect Public Services Act, 2010*. OCSTA has sought advice from legal counsel regarding the current requirements for school boards regarding trustee honoraria, taking into consideration the implications of Bill 16. The Restraint Act establishes a ceiling for trustee honorarium, but not a floor; for example, the honorarium must still be decreased in response to a decrease in the enrolment component in a given year. The honorarium could also be decreased if a school board chooses to decrease it, as per Regulation 357/06, Section 4.

As a result of the Restraint Act (Section 7), the base amount of the trustee honorarium cannot be increased as a result of any increase in the Consumer Price Index (CPI), which might have been applied during the period of restraint, March 25, 2010 to March 31, 2012.

The maximum Base and Attendance Amounts, as per Regulation 357/06 and the Restraint Act, are calculated below. The Attendance Amount is dependant upon membership on the statutory committee. The Board decided in 2006 not to provide an Attendance Amount. The Distance Amount does not apply to our Board.

Based on the above, the Trustee Honoraria effective December 1, 2010 is as follows:

		Trustee	Chair	Vice-Chair
Base Amount		5,900.00	5,900.00	5,900.00
	- Extra for Chair and Vice-Chair		5,000.00	2,500.00
Enrolment Amount				
	ADE for 2009-10 Estimates	10,496		
	x Rate	1.75		
	/ # Trustees	6	3,061.33	3,061.33
	- Extra for Chair and Vice-Chair		524.80	262.40
			<hr/>	<hr/>
Annual Amount, Effective December 2010		\$8,961.33	\$14,486.13	\$11,723.73
Current Amount		\$8,983.44	\$14,512.08	\$11,747.76

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the calculation for determining the annual trustee honoraria for the term of office December 1, 2010 to November 30, 2014 as follows:

- i) 100% of the Base Amount or \$5,900 per year;
- ii) 100% of the Enrolment Amount or \$1.75 per student;
- iii) 100% of the extra Enrolment Amount for the Chair and Vice-Chair; and
- iv) 0% of the Attendance Amount.

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

Prepared by: Alyna Poremba, Student Trustee
Presented to: Board of Trustees
Submitted on: September 28, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

STUDENT TRUSTEE REPORT

Public Session

BACKGROUND INFORMATION:

Since June, transitional meetings have been held between incoming Student Trustee, Alyna Poremba, and the outgoing Student Trustee, Chris Radojewski, in order to prepare Student Trustee Poremba for her new role. Superintendent Roehrig has also met with Student Trustee Poremba to discuss plans for the Student Senate.

DEVELOPMENTS:

The first meeting of the Student Senate is scheduled for September 28, 2010. At this time, Student Senators will be briefed on the role and importance of the Student Senate. The Student Senate will determine its goals for the year, including planning the Annual Student Leadership Symposium, to be held in May 2011.

Student Trustee Poremba had the opportunity to assist with and participate in the Board's "Faith Day," celebrating her Catholic faith with administrators and staff from across the school board.

SCHOOL NEWS:

On the first day of school, Assumption College School's Student Council gave tours to Grade 9 students and helped them find their homeroom classes. They were also treated to a free BBQ lunch. The school held an opening assembly and hosted a charity dress down day for the United Way. The Grade 9 Colour Night, which includes games and a dance, will be held on September 24.

St. John's College kicked off the school year with Grade 9 orientation and an opening assembly. Student Council also held a teacher lunch and a very successful Colour Night, filled with fun activities to introduce Grade 9 students to their school community and peers. Within the first week of school, St. John's was able to fundraise hundreds of dollars for Jamie McGibbon's trust fund, a Grade 10 student who is suffering from leukemia.

Holy Trinity also hosted a Colour Night for Grade 9 students to welcome them to their high school. The school will host its opening assembly, as well as a school mass, near the end of September.

At all three secondary schools, clubs are starting up, recruiting new members and planning their events, and many fall sports teams have held tryouts and will commence practices shortly.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee Report for September 2010.



2010-11 Trustee Meetings and Events

Date	Time	Meeting/Event
September 28, 2010	7:00 pm	Board Meeting
September 29, 2010	1:30 pm	Catholicity Committee Mtg.
September 30, 2010		Annual Diocesan Mass for Education St. Matthew Parish, 1150 Monks Passage, Oakville 2:00 pm – bus leaves from CEC 4:00 pm – Keynote Address (Neil MacCarthy, Director of Communications, Archdiocese of Toronto) 5:15 pm – light dinner 6:30 pm – mass with Bishops Tonnos/Bergie
October 5, 2010	9:00 am	Executive Council Mtg.
October 13, 2010	2:00 pm	Policy Committee (special mtg - policies review)
October 13, 2010	7:00 pm	SEAC Meeting @ FRC
October 14, 2010	6:00 pm	Service Recognition Dinner (Greens at Renton, Simcoe)
October 18, 2010		PA Day (secondary only)
October 19, 2010	3:00 pm	Policy Committee Mtg.
October 19, 2010	7:00 pm	Committee of the Whole
October 22 – 23, 2010		When Faith Meets Pedagogy Conference
October 26, 2010	7:00 pm	Board Meeting
November 1, 2010		PA Day (system-wide)
November 2, 2010	1:00 pm	Executive Council Mtg.
November 10, 2010	7:00 pm	SEAC Meeting @ FRC
November 11, 2010	1:30 pm	Faith Advisory Committee Mtg.
November 16, 2010	3:00 pm	Policy Committee Mtg.
November 16, 2010	7:00 pm	Committee of the Whole
November 23, 2010	7:00 pm	Board Meeting
November 17, 2010	1:30 pm	Catholicity Committee Mtg.
November 18, 2010	1:00 pm	STSBHN Governance Mtg. (<i>may be rescheduled</i>)
December 7, 2010	6:30 pm 7:00 pm	Mass with Bishop Bergie Inaugural Board Meeting
December 8, 2010	7:00 pm	SEAC Meeting @ FRC
December 14, 2010	7:00 pm	Board Meeting
December 20 – 31, 2010		CHRISTMAS BREAK
January 3, 2011		Classes resume
January 10, 2011		PA Day (elementary only)
January 12, 2011	7:00 pm	SEAC Meeting @ FRC
January 14-15, 2011	TBD	OCSTA New Trustee Seminar
January 18, 2011	7:00 pm	Committee of the Whole
January 25, 2011	7:00 pm	Board Meeting
February 3, 2011		PA Day (system-wide; not St. Cecilia's)
February 9, 2011	7:00 pm	SEAC Meeting @ FRC
February 15, 2011	7:00 pm	Committee of the Whole
February 15, 2011	1:00 pm	STSBHN Governance Mtg.
February 22, 2011	7:00 pm	Board Meeting
February 24, 2011	1:30 pm	Faith Advisory Committee Mtg.
March 2, 2011	1:30 pm	Catholicity Committee Mtg.

Date	Time	Meeting/Event
March 9, 2011	7:00 pm	SEAC Meeting @ FRC
March 14 – 18, 2011		MARCH BREAK
March 22, 2011	7:00 pm	Committee of the Whole
March 29, 2011	7:00 pm	Board Meeting
April 7, 2011	5:00 pm	Catholic Leadership Awards (ACS; with Bishop Fabbro)
April 8, 2011		PA Day (secondary only)
April 13, 2011	7:00 pm	SEAC Meeting @ FRC
April 19, 2011	7:00 pm	Committee of the Whole
April 26, 2011	7:00 pm	Board Meeting
April 28 – May 1, 2011		OCSTA AGM (Royal York, Toronto)
May 1 – 6, 2011		Catholic Education Week
May 3, 2011	5:30 pm 6:30 pm	Celebration of the Arts (Sanderson Centre) – art viewing Celebration of the Arts - performances
May 4, 2011	TBD (eve)	St. Bernard (B) 50 th Anniversary
May 5, 2011	1:30 pm	Faith Advisory Committee Mtg.
May 11, 2011	7:00 pm	SEAC Meeting @ FRC
May 13, 2011		PA Day (St.Cecilia's only)
May 17, 2011	7:00 pm	Committee of the Whole
May 17, 2011	1:00 pm	STSBHN Governance Mtg.
May 24, 2011	7:00 pm	Board Meeting
May 25, 2011	1:30 pm	Catholicity Committee Mtg.
May 26, 2011	6:00 pm	OECTA Retirement Dinner (Brantford Golf & Country Club)
June 2-5, 2011		CCSTA Convention (Regina)
June 6, 2011		PA Day (elementary only)
June 8, 2011	7:00 pm	SEAC Meeting @ FRC
June 21, 2011	7:00 pm	Committee of the Whole
June 27, 2011	4:45 pm	Assumption College Graduation
June 28, 2011	7:00 pm	Board Meeting
June 29, 2011		Last Day of Classes
June 29, 2011	7:00 pm	St. John's College Graduation – Sanderson Centre
June 29, 2011	7:00 pm	Holy Trinity Graduation
June 30, 2011		PA Day (system-wide)

TO BE SCHEDULED:

Executive Council Meetings – January to June, 2011

Policy Committee Meetings – January to June, 2011

Budget Committee Meetings - at the call of the Chair