



Board Meeting
Tuesday, September 23, 2014 ♦ 7:00 p.m.
Boardroom

Members: Trustees:

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

Senior Administration:

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

1. Opening Business

- 1.1 Opening Prayer
- 1.2 Attendance
- 1.3 Approval of the Agenda Pages 1-2
- 1.4 Declaration of Interest
- 1.5 Approval of Board Meeting Minutes – June 24, 2014 Pages 3-9
- 1.6 Approval of Special Meeting of the Board Minutes – September 16, 2014 Pages 10-11
- 1.7 Business Arising

2. Presentations - Nil

3. Delegations – Nil

4. Consent Agenda - Nil

5. Committee and Staff Reports

- 5.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting – September 16, 2014 Pages 12-16
Presenter: Rick Petrella, Vice Chair of the Board
 - Election Compliance Audit Committee (pgs. 17-19)
- 5.2 Honoraria for Board Members Pages 20-22
Presenter: Tom Grice, Superintendent of Business & Treasurer



- 5.3 Student Trustee Update**
Presenter: Kim Gubbels, Student Trustee

Pages 23-24

6. Information and Correspondence

7. Notices of Motion - Nil

8. Trustee Inquiries

9. Business In-camera

207. (2) Closing of certain committee meetings. A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,
- The security of the property of the board;
 - The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
 - The acquisition or disposal of a school site;
 - Decisions in respect of negotiations with employees of the board; or
 - Litigation affecting the board.

10. Report on the In-Camera Session

11. Future Meetings and Events

Pages 25-26

12. Closing Prayer

*Heavenly Father, we thank you for your gifts to us: for making us, for saving us in Christ, for calling us to be your people. As we come to the end of this meeting, we give you thanks for all the good things you have done in us. We thank you for all who have shared in the work of this Board, and ask you to bless us all in your love. We offer this prayer, Father, through Christ our Lord. **Amen***

13. Adjournment



Board Meeting
Tuesday, June 24, 2014 ♦ 7:00 pm
Boardroom

Trustees:

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

Absent:

Senior Administration:

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

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee Blake. Chair Szeman introduced and welcomed Michelle Shypula, who will begin her position as Superintendent of Education with the Board on August 18, 2014.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 24, 2014 meeting, as amended.

Carried

1.4 Declaration of Interest – Chair Szeman and Trustees Casey and Dignard declared conflicts of interest with respect to the Salaries and Benefits motion in the 2014-15 Budget (Item 5.1a) due to the nature of the employment of their children with the Board.

2. Presentations

Chair Szeman extended the Board's congratulations to the Assumption College School Boys Lacrosse Team for winning the Ontario Federation of School Athletic Associations (OFSAA) Quad A Provincial Championship title. Coaches Rick Baldin and Luke Smith accepted certificates of achievement on behalf of the team and shared the team's success story with the Board.

Chair Szeman extended the Board's congratulations and appreciation to Mary Muir, Principal at St. Anthony Daniel School, on the occasion of her retirement from the Board as of June 30, 2014. In her 27 years with the Board, Mrs. Muir has served the system as an elementary classroom teacher, Special Education Resource Teacher, Vice Principal and Principal.



Chair Szeman offered the Board's sincerest best wishes to Louis Yacobucci, Principal at Notre Dame Catholic Elementary School in Caledonia, on the occasion of his retirement from the Board as of June 30, 2014. Over the course of his 34 year career with the Board, Mr. Yacobucci has served the system as an elementary teacher, a Computer Consultant, and a Principal.

Although unable to attend the meeting, Chair Szeman congratulated Don Backus, who is retiring as Principal at St. Joseph's School in Simcoe as of June 30, 2014. Mr. Backus joined the Board in 2002 and served as a secondary school Vice Principal (acting) and as an elementary school principal. His efforts in developing the leadership capacity of principals and teachers was commended.

Chair Szeman expressed the Board's sincerest appreciation to Bill Chopp who retired as Superintendent of Education on May 31, 2014. Mr. Chopp's career spans 43 years during which time he was an elementary teacher, school and central office Principal, and Superintendent for the last 16 years. Mr. Chopp's legacy in the area of Special Education, as well as his tireless work with community and charitable agencies, will benefit many for years to come.

3. Delegations – Nil

4. Consent Agenda

4.1 THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the May 27, 2014 Board meeting.

Moved by: Rick Petrella

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board receives all reports and approves all motions under the Consent Agenda.

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Committee of the Whole meeting – June 17, 2014

Chair Szeman presented the recommendations from the June 17, 2014 Committee of the Whole meeting. Vice Chair Petrella requested that the three motions dealing with the 2014-15 Budget be removed and dealt with as a separate item.

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

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

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

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



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

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

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

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

A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2010 and ending on August 31, 2015 (the "Period").

B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.

C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.

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

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act] a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;
2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;



3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

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

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

WHEREAS:

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

THEREFORE, BE IT RESOLVED as follows:

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

Moved by: Rick Petrella

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of June 17, 2014.

Carried

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of June 17, 2014.

Carried



Vice Chair Petrella, Chair of the Budget Committee, reviewed the highlights of the 2014-15 Budget. He thanked members of the Budget Committee, Senior Administration and Finance Department staff for their work in bringing forward a balanced budget, despite the ongoing challenges of declining enrolment and reduced Ministry funding. Chair Szeman presented the following motions with respect to the 2014-15 Budget:

Moved by: Rick Petrella
Seconded by: Cliff Casey

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

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

Due to the declarations of interest noted in Section 1.4, Vice Chair Petrella assumed the Chair and brought forward the following motion for approval. Chair Szeman and Trustees Casey and Dignard did not participate in any discussion regarding this motion and did not vote.

Moved by: Bonnie McKinnon
Seconded by: Dennis Blake

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

5.2 2012-2015 Strategic Action Plan Year-End Update

Director Roehrig recapped this year's work with respect to the four pillars of the Strategic Action Plan: Catholicity, Student Achievement, Leadership, and Communications. In his remarks, he highlighted some of the Board's distinctive initiatives, many of which have drawn interest from the Ministry and from other Boards. In their responses, trustees were impressed with the well-executed and succinct Plan and suggested that this good news story be shared across the system and with interested stakeholders. Chair Szeman offered the Board's congratulations to the Director and to Senior Staff for their leadership and ongoing focus in all areas of the 2012-2015 Strategic Plan.

Moved by: Rick Petrella
Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Strategic Plan 2012-2015 Status Report.
Carried



5.3 Excursion - Spain

Superintendent McKinnon advised that Assumption College School and Holy Trinity Catholic High School are requesting approval of an excursion to Spain during March Break 2015. Approximately 20-25 students will attend the Leadership and Innovation Summit in Barcelona, which will focus on science, technology, engineering and mathematics. They will also gain an appreciation of the rich culture in Madrid, Valencia and Barcelona.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School and Holy Trinity Catholic High School for an excursion to Spain from Saturday, March 14 to Sunday, March 22, 2015.

Carried

5.4 Excursion – Austintown, Ohio

Superintendent McKinnon put forward a request from Assumption College School for approximately 43 members of the Lions Football team to play an exhibition game against Austintown Finch High School in Ohio, as well as attend a college football game.

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School for an excursion to Austintown, Ohio from Friday September 5 to Saturday, September 6, 2014.

Carried

5.5 Student Trustee Report

Student Trustee Athanasiou introduced Kim Gubbels of Holy Trinity Catholic High School as the 2014-15 Student Trustee. She also reported on year-end activities at all three secondary schools, which included wrapping up fundraising events in support of the St. Vincent de Paul Society and Relay for Life. Ms. Athanasiou extended her sincerest appreciation to the Board for the opportunity to serve as the 2013-14 Student Trustee. She noted that she is inspired by the passion that trustees and administration have for students and for teachers and thanked them for their tireless work in support of Catholic education.

On behalf of the Board and Senior Administration, Chair Szeman thanked Student Trustee Athanasiou for her involvement with and commitment to the Board throughout the school year and presented her with a letter of commendation.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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

Carried

6. Information and Correspondence - Nil



7. Notices of Motion

THAT the Board refers consideration of including Business Arising in its public and in-camera Committee of the Whole and Board agendas to a future Policy Committee meeting as this will require a change to the Board By-Laws, Section 7.1, Order of Business.

Moved by: June Szeman
Seconded by: Dan Dignard

As this is a relatively minor By-Law revision, an outline of how the Order of Business could be revised was distributed. Vice Chair Petrella received confirmation that a 2/3rd vote is required to amend the Board By-Laws. Chair Szeman declared her intention to vote on this matter. The following motion was put forward for approval:

THAT the Brant Haldimand Norfolk Catholic District School Board amends the Board By-Laws, Section 7.1, Order of Business, by adding Item 1.5, *Approval of Minutes from Previous Meeting(s)* and Item 1.6, *Business Arising*.

Carried

8. Trustee Inquiries - Nil

9. Business In-Camera

Moved by: Rick Petrella
Seconded by: Bonnie McKinnon

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

10. Report on the In-Camera Session

Moved by: Dennis Blake
Seconded by: Dan Dignard

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

Carried

11. Future Meetings

Trustees were reminded of the upcoming graduation ceremonies at the three secondary schools.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Rick Petrella
Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of June 24, 2014.

Carried



**Special Meeting of the Board
Tuesday, September 16, 2014 ♦ 7:00 p.m.
Boardroom**

Trustees:

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

Absent:

Senior Administration:

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

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Chair Szeman.

1.2 Attendance – as noted above.

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the Special Meeting of the Board of September 16, 2014.

Carried

1.4 Declaration of Interest - Nil

2. Committee and Staff Reports

2.1 Excursion – Cleveland, OH

Superintendent McKinnon reported that this excursion to Cleveland is a replacement request for the previously approved excursion to Austintown OH, which is no longer available. Members of the Assumption College School Senior Football team will travel to Cleveland to play an exhibition game against St. Ignatius High School and to attend a Cleveland Brown's game.

Moved by: Cliff Casey

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School for an excursion to Cleveland, Ohio from Friday, September 19 to Sunday, September 21, 2014.

Carried



3. Trustee Inquiries

Trustee Casey drew the Board's attention to a recent article in the Toronto Star with respect to the merging of two school systems.

4. Business In-Camera

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

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

Carried

5. Report on the In-Camera Session

Moved by: Rick Petrella

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

6. Adjournment

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the Special Meeting of the Board of September 16, 2014.

Carried

RECOMMENDATIONS FOR THE BOARD FROM THE COMMITTEE OF THE WHOLE

September 16, 2014

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

RECOMMENDATIONS:

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of September 16, 2014.

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations of the Committee of the Whole Meeting of September 16, 2014.



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

Trustees:

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

Absent:

Senior Administration:

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

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Chair Szeman.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the September 16, 2014 meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Committee of the Whole Meeting Minutes – June 17, 2014

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 minutes of the June 17, 2014 Committee of the Whole meeting.

Carried

1.6 Business Arising - Nil

2. Presentations - Nil

3. Delegations – Nil



4. Consent Agenda - Nil

5. Committee and Staff Reports

5.1 Start-Up Enrolment and School Organizations

Superintendent McKinnon distributed copies of the current school enrolment and organizations chart, as well as classroom teaching assignments by school. He noted that in the secondary panel, current enrolment matches last spring's projections, with the potential to increase a little. At the elementary level, several teachers have been added as a result of enrolment being approximately 90 students higher than projected and that class size compliance has been met.

Moved by: Rick Petrella

Seconded by: Dennis Blake

THAT the Committee of the Whole refers the Start-Up Enrolment and School Organizations report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

5.2 Election Compliance Audit Committee

Superintendent Grice advised that the *Municipal Elections Act* requires that municipalities and school boards establish election Compliance Audit Committees. He noted that similar to the last election, the Board has joined forces with the City of Brantford and the Grand Erie District School Board to form one Compliance Audit Committee. The City has appointed three individuals to serve on the Committee in a volunteer capacity. Staff is recommending that the Board formally appoint these same individuals to its own Compliance Audit Committee.

Moved by: Rick Petrella

Seconded by: Jamie McKinnon

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

Carried

5.3 2014 CEFO Catholic Student Award Recipients/Fr. Patrick Fogarty Awards Dinner

Superintendent McKinnon reported that the Board's recipients of the annual Catholic Education Foundation of Ontario's *Catholic Student Award*, Peter Bissonnette (Assumption College School), Emily Varga (Holy Trinity) and Rachel Castagna (St. John's College) will be honoured at the annual Father Patrick Fogarty Awards Dinner in Toronto on October 25, 2014. He also added that Assumption College School will be presented with the Michael Carty Award at the dinner – a grant for \$1,200 to support the activities of the Assumption Mental Health Awareness Team.

Moved by: Rick Petrella

Seconded by: Cliff Casey

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

Carried



5.4 2013-14 Reports to Board Summary

Director Roehrig presented a summary of the reports and presentations made to Board during the 2013-14 school year.

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

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

Carried

6. Information and Correspondence

Director Roehrig circulated a copy of a report, *Reaching Out for Lent*, prepared by Keri Calvesbert, SERT at St. Bernard of Clairvaux School which summarizes the school's activities and community outreach efforts during Lent 2014.

Director Roehrig distributed copies of the Praxis of Faith Series 2014-15 brochure which outlines the adult faith formation activities being offered across the district and highlights the various partnerships we have with the Dioceses of Hamilton, London and St. Catharines.

Moved by: Rick Petrella

Seconded by: Dan Dignard

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

Carried

7. Notices of Motion

- 1) THAT Trustees' monthly expense reports be posted on the Board's website quarterly.

Moved by: Dennis Blake

- 2) THAT, with the exception of new Trustees, that Trustees be limited to attending two conferences per year.

Moved by: Dennis Blake

These notices of motion will be considered at the October 21, 2014 Committee of the Whole meeting.

8. Trustee Inquiries - Nil

9. 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



10. Report on the In-Camera Session

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

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

Carried

11. Future Meetings

The list of 2014-15 meetings and events was reviewed.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Rick Petrella

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of September 16, 2014.

Carried

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

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Committee of the Whole
Submitted on: September 23, 2014
Submitted by: Chris Roehrig, Director of Education & Secretary

ELECTION COMPLIANCE AUDIT COMMITTEE

Public Session

BACKGROUND INFORMATION:

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

Timelines

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

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

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

Composition of Audit Committee

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

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

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

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

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

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

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

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

The powers and functions of the Committee include:

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

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

DEVELOPMENTS:

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

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

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

Brian Cochrane, Brantford, ON

- Chartered accountant
- Involvement in local community associations

Shannon McMannis, Brantford, ON

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

Martin Titmus, Brantford, ON

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

RECOMMENDATION:

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

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Thomas R. Grice, Superintendent of Business & Treasurer
Presented to: Board of Trustees
Submitted on: September 23, 2014
Submitted by: Chris N. Roehrig, Director of Education & Secretary

HONORARIA FOR BOARD MEMBERS

Public Session

BACKGROUND INFORMATION:

Ontario Regulation 357/06 Honoraria for Board Members requires an outgoing school board to establish an honoraria policy for the new term of trustees on or before October 15, 2014. Ontario Regulation 357/06 outlines the requirements to calculate school board trustee honoraria.

Section 5(2) of the regulation provides the calculation to determine an adjustment to the base amount of the honoraria based on the percentage increase in the Ontario consumer price index from July 1 to June 30 for each year of a term of office. The Public Sector *Compensation Restraint to Protect Public Services Act* froze the compensation for trustees effective March 25, 2010 and this was further extended by Minister Sandals until November 30, 2018 per Ministry Memo of September 23, 2014 indicating an amendment to Ontario Regulation 357/06.

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 can 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. The base amount is frozen at \$5,900 for the period December 1, 2014 to November 30, 2018.
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 (Special Education Advisory Committee, Supervised Alternative Learning Committee, Discipline Committee and Audit Committee); 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, there is 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 in any specific area if a school board chooses to decrease it, as per Regulation 357/06, Section 4.

The Base and Attendance Amounts, as per Regulation 357/06, are calculated below. The Attendance Amount is dependent upon membership on the statutory committees. 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, 2014 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 2014-15 Estimates	9,566		
	x Rate	1.75		
	/ # Trustees	6	2,790.08	2,790.08
	- Extra for Chair and Vice-Chair		478.30	239.15
Annual Amount, Effective December 2014		\$8,690.08	\$14,168.38	\$11,429.23
Current Amount		\$8,785.46	\$14,280.11	\$11,532.78

RECOMMENDATION:

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, 2014 to November 30, 2018 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

Prepared by: Kim Gubbels, Student Trustee
Presented to: Board of Trustees
Submitted on: September 23, 2014
Submitted by: Chris N. Roehrig, Director of Education & Secretary

STUDENT TRUSTEE REPORT

Public Session

BACKGROUND INFORMATION:

The Student Senate has been formed and their first meeting was held on Tuesday, September 16, 2014. This Senate consists of three members from each school, Mihai Dumbrava, Haley Down and Robyn Zettler of Assumption College School, Breanne Finnigan, Daniel Vaskanin and Joseph Poremba of St. John's College, and Michaela Storoschuk, Imogene Stortini and myself from Holy Trinity. From September 11-13, 2014, all members of Students' Councils of the three secondary schools attended a leadership retreat at the Mount Mary Retreat Centre, Ancaster.

DEVELOPMENTS:

During the retreat, student leaders were guided through several sessions, activities and presentations. These included the development of communication between their peers and councils, inclusiveness, especially for those who struggle socially or physically, and how to develop as a stronger student leader. Several secondary school teachers and chaplains led these sessions. At the retreat, those who were eligible were trained in safeTALK training, preparing student leaders to identify and assist someone with thoughts of suicide for prevention purposes. The retreat liturgy encouraged and forged a new bond between the students' councils. Through discussions and the growing partnership between the councils, it became evident that each students' council is run in a different way. The group decided to allow any other students' council members to attend each other's events free of charge in order to see how each school runs their events. The students would like to thank all the staff advisors who organized and assisted with the retreat: E.J Hunt, Chris Cowley, Debra Sheldrake, Ian Fitzgerald, Ron Calabrese, Stephanie Haak, Christine Morrison and Caroline Freibauer.

The Student Senate has agreed that they have seen a pattern whereby some students are often under a large amount of stress, especially during midterm and exam preparation. The Senate will investigate ways to help students deal with these challenges early so that they are aware and have ways of dealing with stress before the most stressful times of the year occur.

SCHOOL NEWS:

Assumption College School recently hosted a Colour Night to welcome the Grade 9 students to their school community. They had games, a dance and served pizza. The event was led by Grade 12 volunteers excited to see a new group of people enter the school. They will also be hosting a pizza lunch on September 25 for Grade 9 students as well. The Lions are also in the midst of planning their second annual Homecoming dance to be held on September 27. One new event that Assumption is planning for the year is their very first Model United Nations, to be held in February, 2015.

St. John's College hosted their Guy and Girl day the second week of school. On this day, the Grade 9 females and males were separated and learned about issues such as self-esteem and appropriate behaviour specific to each gender. They hosted their Colour Night on September 19 to promote the welcoming of Grade 9 students to their school community. The evening consisted of games, a dance and a pizza dinner. During the first week of school, their Students' Council held a pizza lunch for the Grade 9 to make them feel welcomed by their Council.

Holy Trinity had their Colour Night to welcome their new Grade 9 students on September 11, 2104. The new students and Grade 12 volunteers all gave positive feedback on the night. Holy Trinity is planning their first ever Homecoming football buyout and dance. The dance will be held on September 26, following the football game which will see the Holy Trinity Titans take on their cross-town rivals, the Simcoe Sabres. The profit of this event will be divided between the Athletic Department and the Students' Council. The Titans are also busy preparing for the October 7 Young Canada Day festivities at the Norfolk County Fair.

RECOMMENDATION:

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

2014-15
Trustee Meetings and Events

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

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

Meetings to be scheduled: Catholic Education Advisory Committee meetings

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