

Brant Haldimand Norfolk Catholic District School Board



**REGULAR MEETING OF THE BOARD**

TUESDAY, DECEMBER 9, 2008

7:30 P.M.

Catholic Education Centre, Brantford, Ontario

**AGENDA**

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- |  | Page Number |
|--|-------------|
| <b>A. CALL TO ORDER</b>  |             |
| 1. Opening Prayer – June Szeman, Chair   |             |
| 2. Attendance  |             |
| <b>B. ROUTINE MATTERS</b>  |             |
| 1. Approval of the Agenda  |             |
| 2. Declaration of Interest   |             |
| 3. Minutes of the Board Meeting  |             |
| a) November 25, 2008   | Pages 3-6   |
| b) December 1, 2008  | Pages 7-9   |
| 4. Business Arising from Minutes   |             |
| <b>C. PRESENTATIONS &amp; DELEGATIONS:</b>   |             |
| 1. Ania Ceglowska, Grade 9 student from Assumption College School will be recognized for her artwork chosen for the Board's annual Christmas Card.   |             |
| 2. Rob Santilli, principal of Holy Cross School will review the process in applying to the Evergreen School Ground Greening organization. Chuck Beachy, Chair of the School Yard Makeover Contest, who was part of the selection committee for the contest in which Holy Cross received a playground makeover, will attend and explain the plans for the school. |             |
| <b>D. COMMITTEE AND STAFF REPORTS</b>  |             |
| 1. Unapproved Minutes and Recommendations from the Budget Committee Meeting of November 25, 2008   | Pages 10-12 |
| i Revised Budget   |             |
| <i>Presenter: Dan Dignard, Chair of the Budget Committee</i>   |             |
| 2. Unapproved Minutes from the Accommodation Committee Meeting of November 25, 2008  | Pages 13-14 |
| <i>Presenter: Cliff Casey, Chair of the Accommodation Committee</i>  |             |

**E. INFORMATION AND CORRESPONDENCE**

**F. NOTICES OF MOTION**

**G. TRUSTEE INQUIRIES**

**H. 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.

**I. REPORT ON THE IN-CAMERA SESSION**

**J. FUTURE MEETINGS AND EVENTS**

Page 15

**K. MOMENT OF SILENT REFLECTION**

**L. ADJOURNMENT**

Brant Haldimand Norfolk Catholic District School Board  
Meeting of the 2007 Board – Tuesday, November 25, 2008

**PRESENT AT THE MEETING**

**Trustees:** Dennis Blake, Cliff Casey, Bonnie McKinnon,  
Joe McPherson, and June Szeman

**Absent:** Dan Dignard

**Student Trustee:** Chris Radojewski

**Administration:** Cathy Horgan, Director of Education; Wally Easton, Associate  
Director; Bill Chopp, Trish Kings, and Chris Roehrig, Superintendents  
of Education; Tracey Austin, Communications and Claire Dodgson, Recording Secretary

**A. CALL TO ORDER:**

The meeting was called to order by Chair Joe McPherson.

**OPENING PRAYER**

The meeting was opened with a prayer.

**B. APPROVAL OF THE AGENDA:**

**Resolved:**

On the motion of Cliff Casey and Dennis Blake, that the Brant Haldimand Norfolk  
Catholic District School Board approve the agenda for the November 25, 2008 Board  
meeting.

CARRIED

**DECLARATION OF INTEREST: Nil**

**APPROVAL OF MINUTES:**

**Resolved:**

On the motion of Dennis Blake and Cliff Casey, that the Brant Haldimand Norfolk  
Catholic District School Board, approve the minutes of the October 28, 2008 Meeting of  
the Board.

CARRIED

**BUSINESS ARISING FROM MINUTES: Nil**

**C. PRESENTATIONS & DELEGATIONS: Nil**

## **D. STAFF REPORTS**

### **1. Unapproved Minutes and Approval of Recommendations from the Committee of the Whole – November 18, 2008**

Chair of the Committee of the Whole June Szeman reviewed the Minutes and recommendations from the meeting of November 18, 2008. June requested approval of the following recommendations:

THAT the Committee of the Whole refer the recommendations from the Policy Committee Meeting of November 11, 2008, to the Board for approval.

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

THAT the Policy Committee recommends that the Committee of the Whole approves the revised Trustee Support Services Policy and refers it to the Brant Haldimand Norfolk Catholic District School Board the approval.

THAT the Policy Committee recommends that the Committee of the Whole approves the revised Policy Development Policy and refers it to the Brant Haldimand Norfolk Catholic District School Board the approval.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approve the 2009 insurance premium, payable to the Ontario School Board's Insurance Exchange, in the amount of \$177,266., plus PST.

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the request from St. John's College for an excursion to New York City from Thursday, May 21, 2009 to Sunday, May 24, 2009.

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the request from St. John's College for an excursion to New York City from Wednesday, May 6, 2009 to Sunday, May 10, 2009.

#### **Resolved:**

On the motion of Dennis Blake and Cliff Casey, that the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Committee of the Whole meeting of November 18, 2008.

CARRIED

On the motion of Dennis Blake and Cliff Casey, that the Brant Haldimand Norfolk Catholic District School Board approve the recommendations from the Committee of the Whole Meeting of November 18, 2008.

CARRIED

## **2. Student Trustee Report**

Student Trustee Chris Radojewski spoke on the activities of the Student Senate and at each of the secondary schools.

### **Resolved:**

On the motion of Cliff Casey and Dennis Blake, that the Brant Haldimand Norfolk Catholic District School Board receive the Student Trustee report.

CARRIED

## **E. INFORMATION AND CORRESPONDENCE ITEMS: Nil**

## **F. NOTICES OF MOTION: Nil**

## **G. TRUSTEE INQUIRIES:**

Trustee Bonnie McKinnon thanked Bill Chopp for his efforts in organizing the Thank a Vet luncheon and for the commemorative umbrella given to each trustee.

## **H. BUSINESS OF THE IN-CAMERA SESSION**

### **Resolved:**

On the motion of Cliff Casey and Dennis Blake, that the Brant Haldimand Norfolk Catholic District School Board, move to an in-camera session.

CARRIED

## **I. REPORT ON THE IN-CAMERA SESSION**

### **Resolved:**

On the motion of Bonnie McKinnon and June Szeman, that the Brant Haldimand Norfolk Catholic District School Board approve the business from the in-camera session.

CARRIED

THAT the Brant Haldimand Norfolk Catholic District School Board ratify the Collective Agreement with the Ontario English Catholic Teachers' Association, Occasional Teachers, effective for the period September 1, 2008 to August 31, 2012.

THAT the Brant Haldimand Norfolk Catholic District School Board ratify the Collective Agreement with the Ontario Secondary School Teachers' Federation, Educational Support Staff, effective September 1, 2008 to August 31, 2012.

THAT the Brant Haldimand Norfolk Catholic District School Board approve the appointment of Peter Svec for the position of Program Consultant: Pathways to Student Success, effective December 8, 2008 to June 30, 2009.

## **J. FUTURE MEETINGS AND EVENTS**

## **K. MOMENT OF SILENT REFLECTION**

## **L. ADJOURNMENT**

Prior to the meeting ending, Chair Joe McPherson provided remarks regarding his last two years as Chair of the Board. In his comments, Joe reviewed the many highlights and accomplishments that the Board has achieved during his time as Chair. He thanked the trustees and senior administration.

### **Resolved:**

On the motion of June Szeman and Cliff Casey, that the Brant Haldimand Norfolk Catholic District School Board adjourn the meeting of November 25, 2008.

**CARRIED**

Brant Haldimand Norfolk Catholic District School Board  
Annual Meeting of the Board – Monday, December 1, 2008

**PRESENT AT THE MEETING**

**Trustees:** Dennis Blake, Cliff Casey, Dan Dignard,  
Bonnie McKinnon, Joe McPherson and June Szeman

**Student Trustee:** Chris Radojewski

**Administration:** Cathy Horgan, Director of Education; Wally Easton, Associate  
Director; Bill Chopp, Trish Kings, and Chris Roehrig, Superintendents  
of Education; Tracey Austin, Communications and Claire Dodgson, Recording Secretary

**1. CALL TO ORDER:**

The meeting was called to order by the Director of Education and Secretary of the Board, Cathy Horgan.

**2. ATTENDANCE AND WELCOME**

Cathy Horgan welcomed trustees and senior administration.

**3. OPENING PRAYER**

The meeting was opened with a prayer.

**4. APPROVAL OF AGENDA**

**Resolved:**

The agenda for the Brant Haldimand Norfolk Catholic District School Board for the December 1, 2008 Annual Meeting was approved by consensus.

CARRIED

**5. DECLARATION OF INTEREST: Nil**

**6. APPOINTMENT OF SCRUTINEERS**

Cathy Horgan appointed Trish Kings and Chris Roehrig, Superintendents of Education, as scrutineers for the nomination and election of the Chair of the Board.

**7. NOMINATION AND ELECTION OF CHAIR**

Cathy Horgan distributed ballots for the nomination of the Chair. June Szeman was the sole nominee for of the Board and agreed to let her name stand. June was therefore acclaimed Chair.

## **8. NOMINATION AND ELECTION OF VICE CHAIR**

Newly elected Chair, June Szeman distributed ballots for the nomination of the Vice Chair. Joe McPherson and Dennis Blake were nominated as Vice Chair of the Board and agreed to let their name stand.

June Szeman distributed ballots for the election of the Vice Chair. Election took place by secret ballot and Joe McPherson was elected Vice Chair.

### **Resolved:**

On the motion of Dennis Blake and Dan Dignard, that the Brant Haldimand Norfolk Catholic District School Board destroy the nomination and election ballots for Vice Chair.

CARRIED

## **9. APPOINTMENT OF BOARD AUDITOR**

Associate Director Wally Easton recommended the appointment of Millard, Rouse, Rosebrugh, Chartered Accountants, as auditors for the year ending August 31, 2009.

### **Resolved:**

On the motion of Bonnie McKinnon and Dennis Blake, that the Brant Haldimand Norfolk Catholic District School Board approve the appointment of Millard, Rouse, Rosebrugh, Chartered Accountants, as auditors for the year ending August 31, 2009.

CARRIED

## **10. BUSINESS OF THE IN-CAMERA SESSION**

### **Resolved:**

On the motion of Dan Dignard and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board, move to an in-camera session.

CARRIED

## **11. REPORT ON THE IN-CAMERA SESSION**

### **Resolved:**

On the motion of Dennis Blake and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board approve the business from the in-camera session.

CARRIED

THAT the Brant Haldimand Norfolk Catholic District School Board ratify the Collective Agreement with the Ontario Secondary School Teachers' Federation, Plant Support Staff, effective for the period September 1, 2008 to August 31, 2012.

CARRIED

## **12. ANNUAL ADDRESS BY THE CHAIR OF THE BOARD**

Chair, June Szeman addressed all those in attendance. In her remarks, June commented on past successes of the Board in the past 10 years since amalgamation and looks forward to the many exciting projects and initiatives ahead.

## **13. ADJOURNMENT**

### **Resolved:**

On the motion of Dan Dignard and Dennis Blake, that the Brant Haldimand Norfolk Catholic District School Board adjourn the Annual Meeting of December 1, 2008.

CARRIED

# MINUTES AND RECOMMENDATIONS

BUDGET COMMITTEE  
November 25, 2008

AGENDA ITEM	MOTION
5.2	That the Budget Committee requests the the Brant Haldimand Norfolk Catholic District School Board to approve the 2008-09 Revised Budget Estimates, in the amount of \$105,893,024.

**RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Budget Meeting of November 25, 2008.

THAT the Brant Haldimand Norfolk Catholic District School Board approve the recommendations from the Budget Meeting of November 25, 2008.

Brant Haldimand Norfolk Catholic District School Board  
Meeting of the Budget Committee – Tuesday, November 25, 2008

**PRESENT AT THE MEETING**

**Trustees:** Dennis Blake, Cliff Casey, Dan Dignard, June Szeman

**Administration:** Wally Easton, Associate Director & Treasurer  
Pat Petrella, Manager of Finance

**CALL TO ORDER:**

**1. Prayer**

The meeting was opened with a prayer and called to order by Dan Dignard.

**ROUTINE MATTERS:**

**2. Approval of the Agenda**

**Resolved:**

On the motion of Cliff Casey and Dennis Blake, that the Budget Committee approve the Agenda of November 25, 2008.

CARRIED

**3. Approval of Minutes**

**Resolved:**

On the motion of Cliff Casey and Dennis Blake, that the Budget Committee approve the Minutes of October 8, 2008.

CARRIED

**4. Declaration of interest: Nil**

**STAFF REPORTS:**

**1. Revised Budget**

Staff explained the changes to the budget due to provincial labour framework items that were not included in the original estimates. These include the 3% increase in salaries and professional development grants. There is also additional grant revenue due to actual enrolment that exceeded the enrolment projected in the original budget approved by Board in June 2008. In addition, there are some additional grants to fund specific initiatives such as the High Skills Major and Safe Schools.

Miscellaneous grants have been revised based on actual grants announced by the Ministry of Education and other grants have been adjusted based on actual enrolments at October 31 and estimated enrolments for March 31. Some staff positions have been added such as the 3.5 teachers in elementary schools to meet the Primary Class Size regulation and approximately 5.0 teachers in secondary schools due to unexpected enrolment increases. As well, two additional educational assistants and two child and youth workers (CYWs) have been added. The CYWs are funded by the Safe Schools initiative.

**RESOLVED:**

On the motion of Dennis Blake and Cliff Casey, that the Budget Committee requests the Brant Haldimand Norfolk Catholic District School Board approve the 2008-09 Revised Budget Estimates, in the amount of \$105,893,024.

CARRIED

**TRUSEE INQUIRIES:** Nil

**BUSINESS OF THE IN-CAMERA SESSION**

**Resolved:**

On the motion of Dennis Blake and Cliff Casey, that the Budget Committee move into the In-Camera Session.

CARRIED

**REPORT ON THE IN-CAMERA SESSION**

On the motion of Cliff Casey and Dennis Blake, that the Budget Committee approve the business from the in-camera session.

CARRIED

**ADJOURNMENT**

The meeting was adjourned at 4:40 p.m. The next Budget Committee meeting will be held at the Call of the Chair.

Brant Haldimand Norfolk Catholic District School Board  
Meeting of the Accommodations Committee – Tuesday, November 25, 2008

**PRESENT AT THE MEETING**

**Trustees:** Dennis Blake, Cliff Casey, June Szeman

**Administration:** Wally Easton, Associate Director & Treasurer

**CALL TO ORDER:**

**1. Prayer**

The meeting was opened with a prayer and called to order by Cliff Casey.

**ROUTINE MATTERS:**

**2. Approval of the Agenda**

**Resolved:**

On the motion of June Szeman and Cliff Casey, that the Accommodations Committee approves the Agenda of November 25, 2008.

CARRIED

**3. Approval of Minutes**

**Resolved:**

On the motion of Cliff Casey and June Szeman, that the Accommodations Committee approves the minutes of the October 8, 2008 Accommodations Committee Meeting.

CARRIED

**4. Declaration of Interest: Nil.**

**STAFF REPORTS:**

**1. School in South West Brantford**

The Committee received information on the status of the project. The Request for Proposal (RFP) for architects was issued and we received 22 proposals. A Committee of Brant Haldimand Norfolk Catholic District School Board and Grand Erie District School Board staff short-listed five proponents. Interviews will be held December 1, 2008. The Interview Committee includes one trustee from each school board, the senior business officials, the Manager of Facilities for each board and Nancy Ramey, Buyer. Cliff Casey will be the trustee representative for our Board.

**TRUSEE INQUIRIES:**

Trustee June Szeman asked for an update on the current capital projects. Wally Easton reported that the Day Care Facility at St. Michael's School in Dunnville is proceeding well and will open January 5, 2009. The Jean Vanier Catholic Elementary School construction has started and is on schedule and the Sacred Heart Catholic Elementary School in Paris is behind schedule due to unforeseen difficulties. The school will not open until the end of January.

**BUSINESS OF THE IN-CAMERA SESSION**

On the motion of June Szeman and Cliff Casey, that the Accommodations Committee move to an in-camera session.

CARRIED

**REPORT ON THE IN-CAMERA SESSION**

On the motion of Cliff Casey and June Szeman, that the Accommodations Committee approve the business from the in-camera session.

CARRIED

**ADJOURNMENT**

The meeting was adjourned at 3:20 p.m. The next meeting will be held on Tuesday, February 3, 2009 at 2:00 p.m.

**Brant Haldimand Norfolk Catholic District School Board**

**2008-09  
Meetings and Events**

December 10, 2008	7:00 pm	SEAC
December 22, 2008 - January 2, 2009		Christmas Break
January 5, 2009		Classes Resume
January 13, 2009	3:00 pm	Policy Committee
January 14, 2009	7:00 pm	SEAC
January 20, 2009	7:30 pm	Committee of the Whole
January 27, 2009	7:30 pm	Board Meeting
January 30, 2009		PA Day
February 11, 2009	7:00 pm	SEAC
February 16, 2009		Family Day
February 17, 2009	7:30 pm	Committee of the Whole
February 24, 2009	7:30 pm	Board Meeting
March 4, 2009		Ash Wednesday
March 11, 2009	7:00 pm	SEAC
March 13, 2009		Board Designated Holiday
March 16-20, 2009		March Break
March 24, 2009	7:30 pm	Committee of the Whole
March 26, 2009		Catholic Leadership Awards
March 31, 2009	7:30 pm	Board Meeting
April 8, 2009	7:00 pm	SEAC
April 10, 2009		Good Friday
April 13, 2009		Easter Monday
April 21, 2009	7:30 pm	Committee of the Whole
April 24, 2009		PA Day
April 28, 2009	7:30 pm	Board Meeting
May 3-8, 2009		Catholic Education Week
May 5, 2009	7:00 pm	Celebration of the Arts – Sanderson Centre
May 13, 2009	7:00 pm	SEAC
May 18, 2009		Victoria Day
May 19, 2009	7:30 pm	Committee of the Whole
May 26, 2009	7:30 pm	Board Meeting
June 10, 2009	7:00 pm	SEAC
June 16, 2009	7:30 pm	Committee of the Whole
June 23, 2009	7:30 pm	Board Meeting
June 26, 2009		Last Day of Classes
June 29, 2009		PA Day
June 30, 2009		Board Designated Holiday