



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

**Agenda
Board Meeting**
Catholic Education Center
322 Fairview Drive
Brantford, ON N3T 5M8

**BOARD MEETING
TUESDAY, NOVEMBER 24, 2009 7:00 pm
Board Room**

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
 - a) October 27, 2009
- 2.4 Business Arising from Minutes

Pages 3-8

3. Presentations and Delegations:

- 3.1 Bill Chopp, Superintendent of Education will acknowledge Patricia Mcleod, Educational Assistant at St Theresa School who is the recipient of the Champion to Inclusion Award.
- 3.2 The *Thank a Vet* committee will make a presentation to the board in appreciation of the support given to the program.

4. Committee and Staff Reports

- 4.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting of November 17, 2009
Presenter: Joe McPherson, Chair of the Committee of the Whole
 - 4.2.1 Approved SEAC minutes – October 14, 2009
 - 4.2.2 October 31, 2009 Enrolment
 - 4.2.3 Principal Performance Appraisal
 - 4.2.4 Regional Catholic School council
 - 4.2.5 Insurance Renewal

Pages 9-13

Pages 14-15

- 4.2 Notice of Motion – as stated at the Committee of the Whole (Nov 17-09)
Presenter: Dennis Blake, Trustee



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4.3 Early Learning Program

Pages 16-21

*Presenters: Wally Easton, Associate Director and
Trish Kings, Superintendent of Education*

5. Information and Correspondence

6. Notices of Motion

7. Trustee Inquiries

8. Business In-Camera

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

9. Report on the In-Camera Session

10. Future Meetings and Events

Pages 22-23

11. Moment of Silent Reflection

12. Adjournment

Next meeting date, time, and location: Annual Meeting of the Board
- Tuesday, December 1 at 7:00 pm – Board Room
Meeting of the Board Meeting
– Tuesday, December 8 at 7:00 pm – Board Room



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes
Tuesday, October 27, 2009
Board Meeting
Catholic Education Center
322 Fairview Drive
Brantford, ON N3T 5M8

PRESENT AT MEETING:

1. Call to Order

The meeting was called to order by Chair June Szeman.

1.1 Opening Prayer

The meeting was opened with a prayer. Memorial statements were read by Superintendent of Education Chris Roehrig, for Assumption College School students, Ciaran Milmine and Shawn McLaughlin.

1.2 Attendance

Trustees: Cliff Casey, Dan Dignard, Bonnie McKinnon, Joe McPherson and June Szeman
Absent: Dennis Blake
Student Trustee: Chris Radojewski
Administration: Cathy Horgan, Director of Education and Secretary, Wally Easton, Associate Director and Treasurer; Bill Chopp, Trish Kings, Chris Roehrig, Superintendents of Education and Claire Dodgson, Recording Secretary

2. Routine Matters

2.1 Approval of the Agenda

Resolved:

On the motion of Joe McPherson and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board approve the agenda of the October 27, 2009 meeting.

CARRIED

Chair June Szeman advised the board that she would be voting on all matters of the meeting.

2.2 Declaration of Interest: Nil

2.3 Approval of Minutes from the Board Meeting – June 23 and September 29, 2009

Resolved:

On the motion of Joe McPherson and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board approve the Minutes from the Board Meeting of June 23, 2009.

CARRIED



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Resolved:

On the motion of Bonnie McKinnon and Dan Dignard, that the Brant Haldimand Norfolk Catholic District School Board approve the Minutes from the Board Meeting of September 29, 2009.

CARRIED

2.4 Business Arising from the Minutes:

With respect to the minutes of June 23, 2009 board meeting, the following action took place to correct the procedures of that meeting:

Rescinded:

On the motion of Bonnie McKinnon and Joe McPherson, that the Brant Haldimand Norfolk Catholic District School Board rescind the motion approved in the June 23 minutes, that the Brant Haldimand Norfolk Catholic District School Board approve a walking distance of 1.0 kilometers for Junior/Senior Kindergarten students, 1.6 kilometers for students in Grade 1 to Grade 8 and 3.2 kilometers for secondary students.

CARRIED

Resolved:

On the motion of Bonnie McKinnon and Joe McPherson, that the Brant Haldimand Norfolk Catholic District School Board approve Student Transportation Walking Distances, from home to school, of 1.6 kilometers for all elementary students and 3.2 kilometers for secondary students, effective September 1, 2010.

CARRIED

3. Presentations/Delegations: Nil

4. Committee and Staff Reports

4.1 Financial Statements for 2008-09

Associate Director Wally Easton reviewed various aspects of the financial statements of the board. Mr. Easton introduced Cameron Johnston from Millard, Rouse, Rosebrugh, LLP Chartered Accountants, who reviewed the statements and specific explanations prepared under the Notes to Trustees. The board is sitting with a surplus of \$412,640.

Resolved:

On the motion of Joe McPherson and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board approve the Financial Statements for the year ended August 31, 2009.

CARRIED



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4.2 Unapproved Minutes and Recommendations from the Committee Of The Whole Meeting of October 20, 2009

Chair of the Committee of the Whole Joe McPherson reviewed the minutes of the Committee of the Whole meeting of October 20, 2009. At that meeting, the minutes were reviewed from SEAC, Faith Advisory Committee, Accommodation Committee and the Policy Committee. It was noted that due to a new Ministry mandate, the policy regarding progressive discipline for students would not be approved. This will go back to the Policy Committee to ensure the board complies with the new Ministry direction. Trustee Joe McPherson requested approval of the following recommendations:

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the approved minutes from the Special Education Advisory Committee Meeting of September 9, 2009

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Faith Advisory Meeting of September 24, 2009.

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Accommodation Committee Meeting of October 13, 2009.

THAT the Accommodations Committee refer the Construction Projects report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

THAT the Committee of the Whole refer the recommendations from the Accommodation Committee meeting of October 13, 2009 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Policy Committee Meeting of October 14, 2009.

THAT the Policy Committee recommends that the Committee of the Whole receive the Plan of Policy Development for the 2009-10 school year.

THAT the Committee of the Whole refer the recommendations from the Policy Committee meeting of October 14, 2009 to the Brant Haldimand Norfolk Catholic District School Board for approval.



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THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board advise the Grand Erie District School Board that the Brant Haldimand Norfolk Catholic District School Board has no interest in the follow properties:

- Former Bethel School, 68 Bethel Road, Paris, Ontario
- Former Queen's Ward School, 70 King Edward Street, Paris, Ontario
- Former Windham Central Public School, Windham Centre, Ontario

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the Primary Class Size Report.

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the continued membership with the Ontario Catholic School Trustees' Association and remit the annual fee of \$47,317. for the 2009-10 school year.

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the Student Trustee Report for October 20, 2009.

Resolved:

On the motion of Joe McPherson and Cliff Casey, that the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Committee of the Whole Meeting of October 20, 2009.

On the motion of Joe McPherson and Cliff Casey, that the Brant Haldimand Norfolk Catholic District School Board approve the recommendations from the Committee of the Whole Meeting of October 20, 2009.

CARRIED

4.3 Policy: Performance Appraisal for the Director of Education

Chair of the Policy Committee Bonnie McKinnon reviewed the Policy: Performance Appraisal for the Director of Education. Trustees discussed wording changes to the document and it was agreed that "adequate" would be changed to "does not meet expectations" and the word, "scoring" would be removed.

Resolved:

On the motion of Joe McPherson and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board approve the Policy: Performance Appraisal for the Director of Education, as amended.

CARRIED



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5. Information and Correspondence

- 5.1 Chair June Szeman brought to the attention of the trustees, a letter from the Corporation of the City of Brantford re: Support the Community School Alliance for a review of the Province's Accommodation Review Committee process. Trustees advised that this letter does not require any action.
- 5.2 Chair June Szeman advised trustees about the work being done through the Provincial Review of Accessibility for Ontarians with Disabilities Act, 2005. The group has asked the Ministry to provide funds in order for school boards to adhere to the mandate.
- 5.3 Chair June Szeman distributed a draft letter regarding Bill 177. If trustees have anything to add, they should contact June Szeman by the deadline of October 29, 2009.
- 5.4 Chair June Szeman remarked on the successful When Faith Meets Pedagogy conference in Toronto. The Board was well represented with over 30 staff members attending. Trustee Szeman advised trustees that Superintendent of Education Trish Kings is now the Chair of the Catholic Curriculum Corporation and did a wonderful job addressing the conference.
- 5.5 Chair June Szeman read a letter from OCSTA thanking the board for hosting the Regional West Meeting on October 16, 2009.
- 5.6 Director of Education Cathy Horgan distributed information received that day regarding Early Learning and the implementation of all day kindergarten. This program will be phased in over five years. The Board will be able to identify seven classes for implementation in September 2010 and an additional four classes for September 2011. Criteria has been set and a meeting with stakeholders will be arranged. A letter from OCSTA was referred to, regarding their concerns. More information will be provided to the board in the future.

Resolved:

On the motion of Cliff Casey and Joe McPherson, that the Brant Haldimand Norfolk Catholic District School Board receive the information and correspondence items since the last meeting.

CARRIED

6. Notices of Motion: Nil

7. Trustee Inquiries: Nil



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8. Business In-Camera:

Resolved:

On the motion of Cliff Casey and Joe McPherson, that the Brant Haldimand Norfolk Catholic District School Board move to an In-Camera session.

CARRIED

9. Report on the In-camera Session:

Resolved:

On the motion of Bonnie McKinnon and Joe McPherson, that the Brant Haldimand Norfolk Catholic District School Board approve the business of the In-camera session.

10. Future Meetings

11. Moment of Silent Reflection

12. Adjournment

Resolved:

On the motion of Joe McPherson and Bonnie McKinnon, that the Brant Haldimand Norfolk Catholic District School Board adjourn the meeting of October 27, 2009.

CARRIED

RECOMMENDATIONS FOR THE BOARD FROM THE COMMITTEE OF THE WHOLE

Held on November 17, 2009

AGENDA ITEM	MOTION
4.2.1	THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the approved minutes from the Special Education Advisory Committee Meeting of October 14, 2009
4.2.2	THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the enrolment report for October 31, 2009.
4.2.3	THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the Principal Performance Appraisal report.
4.2.4	THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the Regional Catholic School Council report.
4.2.5	THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the 2010 insurance premium, payable to the Ontario School Board's Insurance Exchange, in the amount of \$211,852., plus GST.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board receive the unapproved minutes from the Committee of the Whole Meeting of November 17, 2009.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board approve the recommendations from the Committee of the Whole Meeting of November 17, 2009.



**BRANT HALDIMAND NORFOLK
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Minutes
Tuesday, November 17, 2009
Committee of the Whole
Catholic Education Center
322 Fairview Drive
Brantford, ON N3T 5M8

PRESENT AT MEETING:

1. CALL TO ORDER

The meeting was called to order by Joe McPherson, Chair of the Committee of the Whole.

1.1 OPENING PRAYER:

The meeting was opened with a prayer.

1.2 ATTENDANCE

Trustees: Dennis Blake, Cliff Casey, Dan Dignard, Bonnie McKinnon,
Joe McPherson and June Szeman
Student Trustee: Chris Radojewski
Administration: Wally Easton, Associate Director and Treasurer; Bill Chopp,
Trish Kings, Chris Roehrig, Superintendents of Education and
Claire Dodgson, Recording Secretary and Tracey Austin,
Coordinator of Communications & Community Relations

2. ROUTINE MATTERS

2.1 APPROVAL OF THE AGENDA

Resolved:

On the motion of Bonnie McKinnon and Dan Dignard, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approve the agenda of the November 17, 2009 meeting.

CARRIED

2.2 DECLARATION OF INTEREST: Nil

2.3 APPROVAL OF MINUTES FROM THE COMMITTEE OF THE WHOLE – OCTOBER 20, 2009

Resolved:

On the motion of Bonnie McKinnon and Dan Dignard, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approve the Minutes from the Committee of the Whole Meeting of October 20, 2009.

CARRIED

2.4 BUSINESS ARISING FROM THE MINUTES: Nil



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3. PRESENTATIONS/DELEGATIONS:

Tracey Austin, Coordinator of Communications introduced the new line of spirit wear and accessories available to board employees through the BHNresource intranet. Employees can directly order items and there is no cost to the Board.

4. COMMITTEE AND STAFF REPORTS

**4.1 APPROVED SPECIAL EDUCATION ADVISORY COMMITTEE MINUTES –
OCTOBER 14, 2009**

Dennis Blake trustee representative on the Special Education Advisory Committee, reviewed minutes from the October 14, 2009 meeting. Bill Chopp Superintendent of Education, showed a video on structured learning for non-credit bearing students at Assumption College School. This classroom was developed using the funds provided by the Ministry for autism.

Resolved:

On the motion of June Szeman and Dan Dignard, that the Committee of the Whole receive the Special Education Advisory Committee minutes from October 14, 2009.

CARRIED

4.2 OCTOBER 31 ENROLMENT

Superintendent of Education Chris Roehrig reviewed the October 31 enrolment. The data from this date will be used with the information from March 31 to calculate grants and funding based on student enrolment. A discussion took place regarding fluctuating enrolment and trustees requested a report that tracks the destinations of students moving from our schools.

Resolved:

On the motion of Bonnie McKinnon and Dan Dignard, that the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the enrolment report for October 31, 2009.

CARRIED

4.3 PRINCIPAL PERFORMANCE APPRAISALS

Superintendent of Education Chris Roehrig reviewed the leadership initiative from the Ministry of Education regarding the performance appraisals of both principals and vice principals. Senior administration has a history of completing performance appraisals for administrators and will continue to do so using the new Ministry initiative. This will provide consistency throughout the province. Typically, principals and vice principals will be evaluated every five years.



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Resolved:

On the motion of Bonnie McKinnon and Dan Dignard, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the Principal Performance Appraisal report.

CARRIED

4.4 REGIONAL CATHOLIC SCHOOL COUNCIL

Bonnie McKinnon, trustee representative of the Regional Catholic School Council, reviewed the minutes from the November 3, 2009 meeting.

Resolved:

On the motion of Bonnie McKinnon and Dan Dignard, that the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the Regional Catholic School Council report.

CARRIED

4.5 INSURANCE RENEWAL

Wally Easton Associate Director reviewed the board's annual insurance premium through the Ontario School Boards' Insurance Exchange. There has been an increase in premium due to claims made by the board.

Resolved:

On the motion of Cliff Casey and Bonnie McKinnon, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the 2010 insurance premium, payable to the Ontario School Boards' Insurance Exchange, in the amount of \$211,852, plus PST.

5. INFORMATION AND CORRESPONDENCE: Nil

6. NOTICES OF MOTION:

Trustee Dennis Blake gave the following notice of motion:

"That all motions coming forward to the Board of Trustees are first vetted through the Committee of the Whole before being forwarded to the Board for final approval, unless there are strict timelines that will inherently cost the Board money by delaying passage or said motions need to meet Provincial timelines."



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7. TRUSTEE INQUIRIES:

Trustee Dennis Blake raised the concern of the darkness surrounding the Fatima Resource Centre at night. Although there is a motion sensor light in the parking lot, it is still dim and there is no lighting at the front or side of the building. This is a safety hazard for staff and visitors at night. Associate Director Wally Easton will investigate the lighting situation at the Fatima Resource Centre.

8. BUSINESS IN-CAMERA:

Resolved:

On the motion of Bonnie McKinnon and Cliff Casey, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board move to an In-Camera session.

CARRIED

9. REPORT ON THE IN-CAMERA SESSION:

Resolved:

On the motion of Bonnie McKinnon and Cliff Casey, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approve the business of the In-camera session.

CARRIED

10. FUTURE MEETINGS

Trustees were invited to look over the Meetings and Events that were included in the agenda package.

11. MOMENT OF SILENT REFLECTION

12. ADJOURNMENT

Resolved:

On the motion of Dennis Blake and Cliff Casey, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourn the meeting of November 17, 2009.

CARRIED

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

Prepared by: Wally Easton, Associate Director, Corporate Services & Treasurer
Presented to: Committee of the Whole
Submitted on: November 17, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

INSURANCE RENEWAL

Public Session

BACKGROUND INFORMATION:

The Board's property and liability insurance is currently covered by the Ontario School Boards' Insurance Exchange (OSBIE), which is a reciprocal cooperative established in 1987. Premiums are established annually based on OSBIE's overall experience. OSBIE insures most school boards and several joint ventures in Ontario.

DEVELOPMENTS:

OSBIE has once again had a surplus and, as a result, the Board of Directors have approved a refund of \$2.25 million to its subscribers. Our Board's portion of the refund was \$12,927.52. For 2010, based on actuarial estimates, the following rate adjustments are required:

Liability	0%
Property	+ 8%
Boiler	0%
Crime	0%
Automobile	0%

In addition to the above general rate increases, the insurance premium for our board has also increased as noted in the attached. The increase in liability insurance funding is to cover costs of a number of claim expenses, including three claims in excess of \$50,000 each. The reason for the property rate increase is due to two claims; the flood at Assumption College School and a fire in a portable at St. Pius X School. Appendix A is a summary which includes a history of OSBIE premiums as well as the current premiums for our Board.

In addition to their regular insurance program, OSBIE provides an incentive program to help reduce fees even further. Each year OSBIE performs a Human Element Loss Prevention (HELP) Audit to review a school board's procedures in property risk management. Our Board achieved an 87% compliance rate qualifying us for a 4% Property Premium Reduction. The maximum rebate allowed under this program is 5%.

RECOMMENDATION:

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the 2010 insurance premium, payable to the Ontario School Board's Insurance Exchange, in the amount of \$211,852, plus PST.

Brant Haldimand Norfolk Catholic District School Board

OSBIE INSURANCE

Insurance Premium Excluding Taxes				
Description	2007	2008	2009	2010
Property	\$43,539	\$44,069	\$56,067	\$68,526
Crime	\$5,465	\$5,505	\$5,413	\$5,395
Boiler and Machinery	\$4,255	\$3,838	\$3,838	\$3,939
Liability	\$115,262	\$107,726	\$102,181	\$122,791
Non-Owned Auto	\$1,164	\$1,088	\$1,032	\$1,240
Subtotal	\$169,685	\$162,226	\$168,531	\$201,891
Fleet Automobile	\$7,511	\$7,511	\$8,735	\$9,961
Total Insurance Premium	\$177,196	\$169,737	\$177,266	\$211,852
Coverages:				
• Total Property	Unlimited			
• Crime	\$500,000			
• Deductible	\$10,000			
• Boiler and Machinery	Unlimited			
• Auto Limit	\$20 million			
• Liability	\$20 million			

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

Prepared by: Trish Kings, Superintendent of Education
Presented to: Board of Trustees
Submitted on: Tuesday, November 24, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

EARLY LEARNING PROGRAM

Public Session

BACKGROUND INFORMATION:

The first phase of Ontario's province-wide Early Learning Program (ELP) for four and five year olds was announced on October 27, 2009. The program will be offered in a number of schools throughout the province starting in September 2010 with full implementation by 2015 – 16. School boards have a lead role in achieving the province's vision for early learning and are required to consult with their school communities, including coterminous boards, Best Start Networks, Consolidated Municipal Service Managers and District Social Services Administration Boards. The Ministry of Education and the Ministry of Children and Youth Services will work with school boards to support this initiative.

The overall goal of the Early Learning Program is to provide a smoother transition to grade one and help children develop the social and academic skills necessary to succeed in school and in life. Each board has been provided with a general overview of the key elements of the Early Learning Program including program model, selection of early learning schools, communication, registration, curriculum development and professional development.

In addition, key program features, funding allocations and processes related to the Early Learning Program and the selection process for the first sites for the fall of 2010 were provided.

A. PROGRAM MODEL

Overview

The ELP will be offered during the school year. The program model has two basic components:

1. A core component that will be offered each school day during the hours of the instructional program (for example, 9:00 a.m. to 3:30 p.m.). In each classroom, an educator team of one certified teacher and one early childhood educator (ECE) registered with the College of Early Childhood Educators will work side by side to deliver the program.
2. An extended day component that will be available before and after school (for example, 7:00 to 9:00 a.m. and 3:30 to 6:00 p.m.). A student's participation in this component of the program is at the option of parents and guardians, but boards must offer the program where there is sufficient enrolment to make a program viable. This component of the ELP will be led by ECEs. It will be funded through parent fees set on a cost-recovery basis, with subsidies available for families who need help with the cost.

Class size and child-adult ratio

The class size standard for the ELP will be an average of 26 students on a board-wide basis, which provides for an average child-adult ratio of 13:1.

While this standard gives boards flexibility, boards are expected to conform closely to the standard and organize ELP classes so that almost all of these classes have 26 students. As with current JK/SK class sizes, boards will report ELP class sizes, however, ELP classes will be excluded from the boards calculation and reporting of primary class sizes and board-wide elementary class size average.

B. FUNDING

Operating funding

In 2010 – 11, all JK/SK students will continue to be funded through the GSN for a half-day. Each JK and SK student enrolled in the ELP will continue to be counted as 0.5 of a student for the purposes of calculating Average Daily Enrolment.

Funding for the additional half-day of the core Early Learning Program will be calculated based on GSN benchmarks, but will be provided outside the GSN. It is anticipated that this funding will move into the GSN in future years.

Capital funding

For year one, school boards will be expected to identify schools where the ELP can be introduced without capital construction or renovations. Boards are also asked to identify priority sites for year two implementation that minimize the need for new capital funding, however, some boards may require some capital funding to support year two sites.

Student transportation

The Ministry will review transportation cost requirements for year one beginning in February or March 2010. School boards are asked to advise their transportation consortia of the proposed sites for year one and the anticipated enrolment following the completion of JK and SK registration. Transportation consortia will need to review existing routing and the extent to which new students can be transported on existing routes. Where additional buses are required to support year one schools, consortia may submit a business case for additional funding.

C. PLANNING

To assist boards in preparing their preliminary plans for the ELP in 2010–11, the Ministry has developed a planning template, titled *Early Learning – Phase 1 School Selection*. This form, with the information pre-loaded for each board by the Ministry has been sent to each board.

The completed template must be submitted to the Ministry by **November 30, 2009**.

The Ministry will review the preliminary plans in consultation with the Ministry of Children and Youth Services and will work with each board to ensure the board's plan meets the requirements and the established criteria. Boards will be notified of the final number of spaces as early as possible, concluding by **January 15, 2010**.

Consultation requirements

Coterminous boards are required to consult and plan together regarding site selection and to ensure boards benefit from municipal expertise in managing and delivering child care services. Boards are also expected to consult with Consolidated Municipal Service Managers and District Social Services Administration Boards and local Best Start Networks. The planning template includes a section that asks each board to describe the consultation processes and summarize the results.

Criteria for selection

In prioritizing schools for the ELP in 2010–11, boards are expected to meet two requirements:

1. Selected schools should be schools where all JK/SK classes in 2010–11 can comply with the new ELP model.
2. The ELP classrooms opened in 2010–11 should be new full-day JK/SK classrooms.

Boards are asked to consider the following parameters in selecting sites:

- Availability of space;
- Community need;
- Minimal impact on existing child care and early years programs;
- Student achievement;
- Readiness to implement; and
- Role of the school in the board's capital plan.

The Ministry of Education also provided for each board the allocations for the 2010 – 11 and 2011 – 12 Early Learning Program pupil places as follows:

Year One – 7 classes

Year Two – 4 classes.

DEVELOPMENTS:

An Early Years Leader has been selected to provide leadership at the board level with primary responsibilities to coordinate the implementation of the Early Learning Program, facilitate board consultation and act as a link to the Ministry. To date, the Early Years Leader has attended an information session in the London region with our coterminous board and other key community partners. Following the information session, the senior officials of our board and the Grand Erie District School Board met to develop a plan which would address the criteria set out by the Ministry for school selection, and identified a potential list of schools to be shared with our community partners.

The BHNCD SB selected four schools for year one and four schools for year two based on the criteria set out by the Ministry as well as other data such as:

- the Early Development Instrument (EDI) reports from 2009;
- student achievement; and
- data received from the Ministry with respect to space and existence of child care within a school or in proximity to schools.

Consideration was also given to potential sites in the board's three counties.

The year one schools, which include 7 classes, were selected as follows:

Jean Vanier Catholic Elementary School (3 classes) – Brant
Sacred Heart Catholic School (2 classes) – Norfolk
St. Michael's Catholic School (1 class) – Haldimand
St. Pius Catholic School (1 class) - Brant

Year two schools, which include an additional 4 classes, were also identified:

Christ the King Catholic School (1 class) – Brant
Holy Cross Catholic School (1 class) – Brant
St. Michael's Catholic School (1 class) – Norfolk
St. Stephen's Catholic School (1 class) - Haldimand

See attached planning template, Early Learning – Phase 1 School Selection.

A meeting took place on November 19, 2009 with members of our community, including: Marg Barr, Best Start Network, Brant; Brenda Blancher, Superintendent of Education, GEDSB; Karen Calligan, Ministry of Children and Youth Services; Jodi Guilmette, Children Service's Supervisor, Haldimand/Norfolk; Jamie Gunn, Superintendent of Business, GEDSB; Patti Moore, General Manager of Health and Social Services Haldimand/Norfolk; Sue Norden, Consolidated Municipal Services Manager Brant; Don Stewart, Best Start Network, Haldimand/Norfolk; Dan Temprile, General Manager of Public Health, Safety and Social Services for the City of Brantford; Jim Wibberly, Director of Education, GEDSB.

The meeting agenda provided an update on the planning process, sharing of the selected schools for each school board, an opportunity for input from our community partners and a discussion of next steps.

The Consolidated Municipal Service Manager for Brant and the General Manager of Health and Social Services Haldimand Norfolk presented information which included socio-economic categories from 2006 census and EDI such as low income, unemployment rates, education, lone parent families, birth rates and rated the various neighbourhoods on a scale of 1 – 6 to determine the most vulnerable neighbourhoods. To address the criteria for impact on child care, a detailed accounting of child care centres was provided with centres in schools identified.

After a lengthy, positive discussion, the school selections were supported, although all partners recognized the potential impact on the child care services within our communities, the families, operators and employees. It was also recognized that there would be challenges within the school communities as well to meet the expectations of the Ministry of Education. Some of these challenges include the extended school day and communication with the community.

The following next steps were determined at this joint meeting:

- approval by the school boards with respect to the school selections;
- the development of a communication strategy for the school communities, the child care community and the community at large;
- a meeting with the community partners after approval of the plan by the Ministry of Education and the Ministry of Children and Youth Services; and
- the development of a process for implementation which would include a review of admissions, registration processes and timelines.

In the long term, program planning would need to be addressed as well as professional development, staffing and communication with staff and parents.

A spirit of cooperation and support was evident at the initial meeting as our communities begin to implement this new initiative focused on full day early learning for our youngest learners.

RECOMMENDATION:

THAT the Brant Haldimand Norfolk Catholic District School Board approve the submission, with respect to school selection as outlined on the planning template, Early Learning – Phase 1 School Selection.

Early Learning Program - Phase 1 - School selection

DSB Index

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DSB Name

Brant Haldimand Norfolk Catholic DSB

ELP Allocation

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MINISTRY TOMBSTONE DATA										DATA TO BE CONFIRMED				BOARD INPUT INFORMATION		
OnSIS 2008-09 ENROLMENT DATA																
SFIS #	School Name	City/Town	Capacity for 2009-10 OTG	2008-09 JK - K ADE x 2	2008-09 Grades 1 - 8 ADE	Vacant rooms loading at 26	Purpose Built JK/K Classrooms	Non-purpose space used for JK/K Classrooms	Sufficient Purpose Built JK/K Space	Sufficient Vacant Capacity with loading at 26	There is no Licensed Child Care Centre in the school	There is no Licensed Child Care within 2 kilometres	Part of board improvement plan?	Priority (Select a number starting from 1)	Input JK - K Enrolment Forecast for 2010-11 (if priority school)	Year 2
Totals			7,645	1,285	6,196	23	40	14							156	84
3069	Blessed Sacrament Sep S	Burford	227	29.0	163.5	1	1	0	✓	✓						
3131	Christ the King Sep S	Brantford	193	28.0	126.5	1	1	0	✓	✓						22
3271	Holy Cross Sep S	Brantford	227	28.0	161.5	1	1	0	✓	✓						24
3296	Holy Family S	Paris	135	28.5	164.5	0	1	0								
3480	Notre Dame Sep S	Brantford	394	60.5	315.5	0	2	1		✓						
3513	Our Lady of Fatima Sep S	Brantford	216	36.0	166.5	3	1	1	✓	✓						
3522	Our Lady of Fatima Sep S	Courtland	115	23.5	106.0	0	0	1		✓	✓					
3536	Our Lady of La Salette Sep S	La Salette	181	14.0	117.0	1	1	0	✓	✓	✓	✓				
3616	Resurrection Sep S	Brantford	190	31.0	178.0	0	2	0	✓	✓						
3642	Sacred Heart	Paris	135	17.0	71.0	0	1	0	✓	✓						
3660	Sacred Heart S	Langton	245	53.0	205.0	0	2	0				✓	4	38		
3763	St Anthony Daniel	Scotland	158	21.0	102.5	1	1	0	✓	✓	✓					
3810	St Bernard of Clairvaux S	Waterford	201	34.5	197.0	0	2	0	✓	✓	✓	✓				
3813	St Bernard	Brantford	155	23.0	184.5	0	2	0	✓	✓	✓	✓				
3842	St Cecilia's S	Port Dover	201	23.5	163.0	0	2	0	✓	✓	✓	✓				
3927	St Frances Cabrini S	Delhi	279	34.0	209.0	1	2	0	✓	✓	✓					
4026	St Jean de Brebeuf Sep S	Brantford	210	47.5	144.5	0	2	0	✓	✓	✓					
4118	St Josephs S	Simcoe	440	73.5	370.0	0	2	0		✓						
4164	St Leo Sep S	Brantford	294	33.5	161.0	4	1	0		✓	✓					
4265	St Mary Sep S	Brantford	196	26.5	112.0	2	0	1		✓	✓					
4285	St Marys S	Hagersville	138	33.0	134.5	0	0	2		✓						
4318	St Michaels Sep	Walsh	158	18.0	119.5	0	1	0	✓	✓	✓	✓				14
4319	St Michaels S	Dunnville	227	36.0	193.5	0	1	0		✓	✓	✓	2	30		
4364	St Patricks S	Brantford	184	35.0	155.0	0	0	1		✓	✓	✓				
4365	St Patricks Sep	Caledonia	320	38.0	156.0	4	0	3		✓	✓					
4411	St Peter	Brantford	135	25.5	133.0	0	1	0	✓	✓	✓					
4429	St Pius S	Brantford	184	18.0	108.5	1	0	1		✓	✓		3	22		
4469	St Stephens S	Cayuga	196	34.5	149.0	0	0	1		✓	✓					24
4489	St Theresa Sep S	Brantford	190	42.0	134.5	1	2	0	✓	✓	✓	✓				
6104	Notre Dame (Caledonia)	Caledonia	408	69.5	380.0	0	2	0			✓					
10005	Our Lady of Providence	Brantford	317	74.0	360.5	0	0	2			✓					
10395	St. Gabriel Catholic Elementary	Brantford	348	131.5	465.0	0	2	0								
11312	Jean Vanier Catholic Elementary	Brantford	448	64.0	288.0	2	4	0	✓	✓			1	66		

Brant Haldimand Norfolk Catholic District School Board

2009-10

Trustee Meetings and Events

December 1, 2009	5:00 pm	Annual Meeting of the Board (dinner, Mass, meeting)
December 2, 2009	9:00 am	Executive Council
December 4, 2009		PA Day
December 8, 2009	3:00 pm	Policy Committee
December 8, 2009	7:00 pm	Board Meeting
December 9, 2009	7:00 pm	SEAC
December 21, 2009 - January 1, 2010		Christmas Break
January 4, 2010		Classes Resume
January 12, 2010	3:00 pm	Policy Committee
January 13, 2010	7:00 pm	SEAC
January 15-16, 2009		Directors/Chairs Conference - Toronto
January 19, 2010	7:00 pm	Committee of the Whole
January 26, 2010	7:00 pm	Board Meeting
January 27, 2010	1:30 pm	Catholicity Committee
January 30, 2010		PA Day
February 1, 2010		PA Day Secondary
February 9, 2010	3:00 pm	Policy Committee
February 10, 2010	7:00 pm	SEAC
February 15, 2010		Family Day – Board holiday, schools closed
February 16, 2010	7:00 pm	Committee of the Whole
February 17, 2010		Ash Wednesday
February 23, 2010	7:00 pm	Board Meeting
February 24, 2010	6:00 pm	50 th Anniversary – Our Lady of Fatima, Courtland
March 9, 2010	3:00 pm	Policy Committee
March 10, 2010	7:00 pm	SEAC
March 15-19, 2010		March Break
March 23, 2010	7:00 pm	Committee of the Whole
March 30, 2010	7:00 pm	Board Meeting
March 31, 2010	7:00 pm	Catholic Leadership Awards
April 2, 2010		Good Friday
April 5, 2010		Easter Monday
April 13, 2010	3:00 pm	Policy Committee
April 14, 2010	7:00 pm	SEAC
April 16, 2010		PA Day
April 20, 2010	7:00 pm	Committee of the Whole
April 27, 2010	7:00 pm	Board Meeting
April 28, 2010	1:30 pm	Catholicity Committee
April 29-May 1		OCSTA AGM – Thunder Bay
May 2-7, 2010		Catholic Education Week
May 4, 2010	7:00 pm	Celebration of the Arts – Sanderson Centre
May 11, 2010	3:00 pm	Policy Committee
May 12, 2010	7:00 pm	SEAC
May 13, 2010	1:30 pm	Faith Advisory Committee
May 18, 2010	7:00 pm	Committee of the Whole
May 24, 2010		Victoria Day
May 25, 2010	7:00 pm	Board Meeting

May 27, 2009	7:00 pm	Jean Vanier Blessing
June 3-5, 2010		CCSTA AGM - Ottawa
June 8, 2010	3:00 pm	Policy Committee
June 9, 2010	1:30 pm	Catholicity Committee
June 9, 2010	7:00 pm	SEAC
June 15, 2010	7:00 pm	Committee of the Whole
June 22, 2010	7:00 pm	Board Meeting
June 23, 2010		ACS Graduation Liturgy & Dinner
June 25, 2010	7:00 pm	ACS Graduation
June 25, 2010	9:30 am	Holy Trinity Graduation Mass
June 25, 2010	7:00 pm	Holy Trinity Graduation
June 26, 2010		Last Day of Classes
June 29, 2010	7:00 pm	St. John's College Graduation – Sanderson Centre
June 30, 2010		PA Day