

Brant Haldimand Norfolk Catholic District School Board



COMMITTEE OF THE WHOLE

TUESDAY, SEPTEMBER 16, 2008

7:30 P.M.

Catholic Education Centre, Brantford, Ontario

AGENDA

Page Number

A. CALL TO ORDER

1. Opening Prayer – June Szeman, Chair of Committee of the Whole
2. Attendance

B. ROUTINE MATTERS

1. Approval of the Agenda
2. Declaration of Interest
3. Minutes of the Committee of the Whole
 - a) June 17, 2008
4. Business Arising from Minutes

Pages 3-8

C. PRESENTATIONS & DELEGATIONS: Nil

D. COMMITTEE AND STAFF REPORTS

1. Unapproved Accommodation Committee Meeting Minutes
From September 4, 2008
Presenter: Cliff Casey, Chair of the Accommodation Committee Pages 9-14
2. Board and Committee of the Whole Meeting Schedule 2008-09'
Presenter: Joe McPherson, Chair of the Board Page 15
3. Ontario Catholic School Trustees' Association – Annual Membership Fees
Presenter: Joe McPherson, Chair of the Board Page 16-17
4. Start-up Enrolment and School Organization
Presenter: Chris Roehrig, Superintendent of Education
5. New Teacher Induction Program: Orientation
Presenter: Trish Kings, Superintendent of Education Pages 18-19
6. Father Fogarty Awards
Presenter: Cathy Horgan, Director of Education Page 20
7. Borrowing By-law 2008-A2
Presenter: Wally Easton, Associate Director Pages 21-22

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,
- 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.

I. REPORT ON THE IN-CAMERA SESSION

J. FUTURE MEETINGS AND EVENTS

Pages 23-24

K. MOMENT OF SILENT REFLECTION

L. ADJOURNMENT

*Brant Haldimand Norfolk Catholic District School Board
Meeting of the Committee of the Whole – Tuesday, June 17, 2008*

PRESENT AT MEETING:

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

Absent: Norah Mooney

Administration: Cathy Horgan, Director of Education; Wally Easton,
Associate Director; Bill Chopp and Trish Kings, Superintendents of Education and
Claire Dodgson, Recording Secretary

A. CALL TO ORDER: The meeting was called to order by June Szeman.

OPENING PRAYER: The meeting was opened with a prayer.

B. ROUTINE MATTERS:

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, approve the agenda, as amended, for the June 17, 2008 meeting.

CARRIED

DECLARATION OF INTEREST: Nil

Resolved:

On the motion of Cliff Casey and Dennis Blake, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board, approve the Minutes from the Committee of the Whole of May 20, 2008 meeting.

CARRIED

BUSINESS ARISING FROM THE MINUTES: Nil

C. PRESENTATIONS/DELEGATIONS:

Kathy Banas and Josh Meyers, students from St. John's College, were recognized for winning the gold medal in 2D Character Animation at the Ontario Skills Competition. Kathy and Josh represented Ontario in the Nationals in Calgary at the end of May.

Chris Berwick and Eric Bourdages, students from St. John's College, were recognized for winning the silver medal in 3D Character Animation at the Ontario Skills Competition.

D. COMMITTEE AND STAFF REPORTS

D.1 UNAPPROVED SPECIAL EDUCATION ADVISORY COMMITTEE MINUTES FROM MAY 14 AND JUNE 11, 2008

Trustee representative Dennis Blake reviewed the minutes from the May 14 and June 11, 2008 Special Education Advisory Committee meetings.

Resolved:

On the motion of Dennis Blake and Cliff Casey, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the Unapproved Special Education Advisory Committee Meeting Minutes from May 14, 2008 and June 11, 2008

CARRIED

D.2 UNAPPROVED POLICY COMMITTEE MEETING MINUTES FROM JUNE 10, 2008

Chair of the Policy Committee Bonnie McKinnon, reviewed the unapproved minutes from the Policy Committee from June 10, 2008. Approval was requested for the following recommendations:

THAT the Policy Committee recommend to the Committee of the Whole that the Programs For Students On Long Term Suspensions and for Expelled Students be directed to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommend to the Committee of the Whole that the Code of Conduct Policy be directed to the Brant Haldimand Norfolk Catholic District School Board for approval.

Resolved:

On the motion of Dennis Blake and Dan Dignard, that the Committee of the Whole receive the unapproved minutes from the Policy Committee Meeting from June 10, 2008.

CARRIED

On the motion of Dennis Blake and Dan Dignard, that the Committee of the Whole direct the recommendations from the Policy Committee Meeting of June 10, 2008, to the Board for approval.

CARRIED

D.3 UNAPPROVED BUDGET COMMITTEE MEETING MINUTES FROM JUNE 10, 2008

Chair of the Budget Committee Dan Dignard reviewed the unapproved minutes from the Budget Committee from June 10, 2008.

Resolved:

On the motion of Cliff Casey and Dennis Blake, that the Committee of the Whole recommend the Brant Haldimand Norfolk Catholic District School Board, receive the unapproved minutes from the Budget Committee from June 10, 2008.

CARRIED

D.4 UNAPPROVED MINUTES OF THE CATHOLICITY COMMITTEE MEETING FROM JUNE 11, 2008

Chair of the Catholicity Committee June Szeman reviewed the unapproved Catholicity Committee meeting minutes from June 11, 2008. Approval was requested for the following recommendation:

THAT the Catholicity Committee recommend to the Committee of the Whole that the revised Terms of Reference for the Catholicity Committee and the Terms of Reference for the Faith Advisory Committee be directed to the Brant Haldimand Norfolk Catholic District School Board for approval.

Resolved:

On the motion of Cliff Casey and Dennis Blake, that the Committee of the Whole receive the unapproved minutes from the Catholicity Committee Meeting from June 11, 2008.

CARRIED

On the motion of Cliff Casey and Dennis Blake, that the Committee of the Whole direct the recommendations from the Catholicity Committee Meeting of June 11, 2008, to the Board for approval.

CARRIED

D.5 2008-09 BUDGET

Chair of the Budget Committee Dan Dignard, presented a balanced budget for the 2008-09 school year. In his comments, Dan thanked Wally and his staff for the work they did in preparing the information necessary for deliberations.

Resolved:

On the motion of Cliff Casey and Dan Dignard, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the 2008-09 Revenue and Expenditure Estimates in the aggregate of \$103,084,630.

CARRIED

D.6 FINANCING OF CAPITAL PROJECTS

Associate Director Wally Easton reviewed the need for interim financing for Sacred Heart School in Paris and the new Our Lady of Fatima/St. Jean de Brebeuf School in Brantford.

Resolved:

On the motion of Dan Dignard and Cliff Casey, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve:

THAT the Chair or Vice-Chair and the Treasurer are authorized, on behalf of the Board, to borrow from time-to-time from the Canadian Imperial Bank of Commerce (“CIBC”) a sum or sums not exceeding in the aggregate \$14,900,000 to meet the capital expenditures of the Board until the capital revenue has been received, for the year (including the amounts required for the purposes mentioned in subsection 243(1) and 243(2) of the Act, plus interest at a rate to be agreed upon from time-to-time with CIBC.

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

THAT the Treasurer is authorized and directed to deliver to CIBC, from time-to-time upon request, a statement showing (a) the total amount of unpaid previous borrowing of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

CARRIED

**D.7 ONTARIO SECONDARY SCHOOL LITERACY TEST (OSSLT)
RESULTS – MARCH 2008**

Senior administrator Mary Gallo reviewed the Ontario Secondary School Literacy Test (OSSLT) results from March 2008. In her comments, Mary said that administration is pleased with the results and will now analyze the data to determine next steps.

Resolved:

On the motion of Cliff Casey and Dan Dignard, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the report on the Ontario Secondary School Literacy Test for March, 2008.

CARRIED

D.8 SPECIALIST HIGH SKILLS MAJOR (SHSM)

Senior administrator Mary Gallo reviewed the designation that the Board has received to offer Specialist High Skills Major with the Ontario Secondary School Diploma. At this time, some courses are being offered and others planned for the future. These course pathways must be approved by the Ministry prior to offering them as Special High Skills Major.

Resolved:

On the motion of Cliff Casey and Dan Dignard, that the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the Specialist High Skills Major (SHSM) report.

CARRIED

D.9 PROGRAM ENHANCEMENT FUNDING

Superintendent of Education Trish Kings reviewed the funding received under the Program Enhancement Funding grant to enrich existing programs and/or to introduce new programs in the Arts, Physical Education and/or Outdoor Education. In her comments, Trish advised the Board of how the funding was designated for the 2007-08 school year and the plans for the funding in the 2008-09 school year.

Resolved:

On the motion of Cliff Casey and Dan Dignard, that the Committee of the Whole recommend the Brant Haldimand Norfolk Catholic District School Board receive the report on Program Enhancement Funding.

CARRIED

D.10 MAY ENROLMENT

Director of Education Cathy Horgan reviewed the student enrolment as of May 31, 2008.

Resolved:

On the motion of Dan Dignard and Cliff Casey, that the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the enrolment report for May 31, 2008.

CARRIED

D.11 SEMI-ANNUAL LIST OF EDUCATIONAL FIELD TRIPS

Superintendents of Education Bill Chopp and Trish Kings reviewed the list of educational field trips that have taken place from February to June 2008.

Resolved:

On the motion of Cliff Casey and Dan Dignard, that the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the educational field trip summary report.

CARRIED

D.12 EXCURSION: ST. JOHN'S COLLEGE TO MADRID AND ANDALUSIA, SPAIN

Director of Education Cathy Horgan requested approval for an excursion by St. John's College to Madrid and Andalusia, Spain in March 2009.

Resolved:

On the motion of Dan Dignard and Bonnie McKinnon, 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 Madrid and Andalusia, Spain from Thursday, March 12, 2009 to Friday, March 20, 2009.

CARRIED

E. INFORMATION AND CORRESPONDENCE:

Co-Chair of the CCSTA 2008 Convention June Szeman read correspondence received regarding the conference held in Brantford from June 5-7, 2008. In her comments, June thanked staff for their hard work in making this event such a success.

Staff are in the process of gathering information and doing a final count on the logistics and data regarding the conference and this information will be presented to the Board at a future date as well as reported to CCSTA.

F. NOTICES OF MOTION:

Trustee Cliff Casey provided notice for the following motion:

That the Brant Haldimand Norfolk Catholic District School Board pilot a program in 2008-09, to be undertaken in a number of our elementary schools by approaching student teachers through the University Dean, Brant campus of Nipissing University. The possible details of this pilot to be presented at the Board meeting next week, June 24, 2008, by senior administration.

G. TRUSTEE INQUIRIES: Nil

H. BUSINESS IN-CAMERA:

Resolved:

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

CARRIED

J. FUTURE MEETINGS

K. MOMENT OF SILENT REFLECTION

L. ADJOURNMENT

Resolved:

On the motion of Bonnie McKinnon and Joe McPherson, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board, adjourn the meeting of June 17, 2008.

CARRIED

MINUTES AND RECOMMENDATIONS

ACCOMMODATIONS COMMITTEE

September 4, 2008

AGENDA ITEM	MOTION
1.	<p>That the Accommodations Committee recommends that the Committee of the Whole approves and refers to the Brant Haldimand Norfolk Catholic District School Board for approval, the joint school project with the Grand Erie District School Board in southwest Brantford subject to Board approving a mutually-satisfying agreement regarding cost sharing and administrative details.</p> <p>That the Accommodations Committee recommends that the Committee of the Whole approves and refers to the Brant Haldimand Norfolk Catholic District School Board for approval to authorize staff to proceed with the Request for Proposal for an architect for a school in southwest Brantford.</p>
2.	<p>That the Accommodations Committee recommends that the Committee of the Whole approves and refers to the Brant Haldimand Norfolk Catholic District School Board for approval to authorize staff to proceed with applications to the Ministry of Education for funding to build a new school in southwest Brantford and a replacement school for St. John's College.</p>

THAT the Committee of the Whole receives the unapproved minutes from the Accommodation Committee Meeting from September 4, 2008.

THAT the Committee of the Whole approves and refers the recommendations from the Accommodation Committee Meeting of September 4, 2008, to the Board.

PRESENT AT THE MEETING

Trustees: Dennis Blake, Cliff Casey, Joe McPherson, June Szeman

Administration: Wally Easton, Associate Director & Treasurer
Cathy Horgan, Director of Education

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 Dennis Blake, that the Accommodations Committee approve the Agenda of September 4, 2008.

CARRIED

3. Approval of Minutes

Resolved:

On the motion of Dennis Blake and June Szeman, that the Accommodations Committee approves the minutes of the July 10, 2008 Accommodations Committee Meeting.

CARRIED

- 4. Declaration of Interest:** June Szeman declared a conflict of interest regarding Report #2 in the Staff Reports Section of the In-Camera Session.

STAFF REPORTS:

1. School in Southwest Brantford

The Committee was updated on the discussions with the City of Brantford and the Grand Erie District School Board regarding the joint school/community centre in southwest Brantford. The City has declined to participate due to lack of funding. The Grand Erie District School Board has indicated they wish to proceed with a joint school and will discuss this venture at their September Board meeting. The developer is in the process of revising the Plan of Subdivision to accommodate a ten acre joint school site and a four acre community park adjacent to the school site. If the Boards are to proceed with a joint school, the process for architect selection must begin soon. All parties confirm the intent to open the school for September 2010.

Resolved:

On the motion of Dennis Blake and Joe McPherson that the Accommodations Committee recommends the Committee of the Whole direct the Brant Haldimand Norfolk Catholic District School Board approve the joint school project with the Grand Erie District School Board in southwest Brantford subject to Board approving a mutually-satisfying agreement regarding cost sharing and administrative details.

CARRIED

Resolved:

On the motion of Joe McPherson and Dennis Blake that the Accommodations Committee directs the Committee of the Whole to authorize staff to proceed with the Request for Proposal for an architect for a school in southwest Brantford.

CARRIED

2. Funding for New School Projects

The Draft Capital Plan for the Board proposes a new school in southwest Brantford as discussed in the previous report. As well, the Plan proposes a replacement school for St. John's College. As the Board does not have sufficient *New Pupil Places* grants to complete both projects, we will need to seek additional funding from the Ministry of Education through the *Growth School Funding* initiative. Applications for funding have been forwarded to the Ministry.

Resolved:

On the motion of June Szeman and Joe McPherson, that the Accommodations Committee recommends the Committee of the Whole direct the Brant Haldimand Norfolk Catholic District School Board to authorize staff to proceed with applications to the Ministry of Education for funding to build a new school in southwest Brantford and a replacement school for St. John's College.

CARRIED

TRUSEE INQUIRIES: Nil

BUSINESS OF THE IN-CAMERA SESSION

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

CARRIED

REPORT ON THE IN-CAMERA SESSION

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

CARRIED

ADJOURNMENT

The meeting was adjourned at 9:15 p.m. The next meeting will be held at the call of the Chair.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD ACCOMMODATIONS COMMITTEE

Prepared by: Wally Easton, Associate Director, Corporate Services & Treasurer
Presented to: Accommodations Committee
Submitted on: September 4, 2008
Submitted by: Cathy Horgan, Director of Education & Secretary

SCHOOL IN SOUTH WEST BRANTFORD

Public Session

BACKGROUND INFORMATION:

As previously reported to the Committee, staff has had discussions with the City of Brantford and Grand Erie District School Board staff regarding a joint community project in the south west area of the City. The project could include a Catholic school, a public school, recreation centre and, possibly, a joint library. We have met with the developer who advises that a site can be made available in the next few months and that services would be installed to enable a school opening in September 2010. The Boards of Trustees of both school boards have approved the project in principle. The Chair and Vice-Chair of each school board have met. Joe McPherson will update the Committee on those discussions.

In August 2008, Brantford City Council voted not to proceed with the partnership, although there have been recent reports in the media that City Council may revisit the proposal.

DEVELOPMENTS:

Staff of the Grand Erie District School Board has expressed interest in continuing with a partnership of the two schools boards to build a joint school. We have discussed the possibility of our Board taking the lead and coordinating the project. The capital costs to construct the facility would be split on a square footage basis. Similarly, operating costs would be shared based on the square footage use of each board. Despite the City's departure from the project, there is still a need to proceed quickly if the schools are to open September 2010. An approximate time line is as follows:

Appointment of Architect	September 30, 2008
Completion of Floor Plan and Site Plan	November 30, 2008
Completion of Tender Documents	February 28, 2009
Award Construction Contract	March 31, 2009
School Opening	September 1, 2010

Staff will be meeting with the developer in the next few days to discuss the site size and plan. The Brant Haldimand Norfolk Catholic District School Board has Educational Development Charges that would pay for their share of the site costs. The size of the facility is not known, but,

based on enrolment of 500 pupils for each school board; the facility would be almost 100,000 square feet. The cost to construct the facility is still to be determined. Funding for the Board's share of construction and the furniture and equipment would need to be approved by the Ministry of Education under the Growth Schools Funding program.

RECOMMENDATION:

THAT the Accommodations Committee recommends that the Committee of the Whole approves and refers to the Brant Haldimand Norfolk Catholic District School Board for approval, the joint school project with the Grand Erie District School Board in south west Brantford subject to the Board approving a satisfactory cost sharing agreement, and

THAT the Accommodations Committee recommends that the Committee of the Whole approves and refers to the Brant Haldimand Norfolk Catholic District School Board for approval to authorize staff to proceed with the architect selection for a school in south west Brantford.

REPORT TO THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD ACCOMMODATIONS COMMITTEE

Prepared by: Wally Easton, Associate Director, Corporate Services & Treasurer
Presented to: Accommodations Committee
Submitted on: September 4, 2008
Submitted by: Cathy Horgan, Director of Education & Secretary

FUNDING FOR NEW SCHOOL PROJECTS

Public Session

BACKGROUND INFORMATION:

In a recent report to the Committee, Watson and Associates Inc, Consultants, recommended the Board proceed with the construction of a new school in south west Brantford and a replacement school for St. John's College. Funding for such projects comes from two different sources. The first source of funding is the *New Pupil Places Grant* (NPP) which is provided by the Province and is based on the Board's aggregate enrolment versus aggregate pupil capacity. The second source is the Ministry of Education's *Growth School Funding* which is based on the capital needs of the Board. After building several schools, the Board does not have enough NPP funds to build another complete school.

DEVELOPMENTS:

The school in south west Brantford is required due to *growth* therefore is eligible for *Growth School Funding*, however, an application for funding must be made to the Province. St. John's College is not expected to grow over the next few years assuming the attendance boundaries remain the same. Assumption College will grow considerably over the next few years and will be well in excess of its capacity. Changing the attendance boundaries to move some students from Assumption College to St. John's College would create some growth needs at St. John's College. The replacement school for St. John's College is also needed for program purposes. An application could be made to the province to for some *Growth School Funding*. The balance of the Board's NPP grants could be used to supplement the cost of replacing St. John's College.

The applications for the above projects, particularly St. John's College, would need to be detailed, therefore, staff have requested Watson and Associates Inc., Consultants to assist in preparation of the applications. The cost to prepare both applications is \$7,000.

One of the complications of building a replacement school for St. John's College is that there are no sites large enough within the City of Brantford. If the application is approved, we will need to work with the City of Brantford and the County of Brant staff to find a suitable location.

RECOMMENDATION:

THAT the Accommodations Committee recommends that the Committee of the Whole approves and refers to the Brant Haldimand Norfolk Catholic District School Board for approval, to authorize staff to proceed with applications to the Ministry of Education for funding to build a new school in south west Brantford and a replacement school for St. John's College.

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

Prepared by: Cathy Horgan, Director of Education & Secretary
Presented by: Joe McPherson, Chair of the Board
Presented to: Committee of the Whole
Submitted: September 16, 2008
Submitted by: Cathy Horgan, Director of Education & Secretary

**BOARD AND COMMITTEE OF THE WHOLE
MEETING SCHEDULE 2008-09**

Public Session

BACKGROUND INFORMATION:

Article 9.1.1 of our Board By-laws state that, "unless otherwise ordered by special motion, the Brant Haldimand Norfolk Catholic District School Board will conduct regular meetings of the Board at 7:30 p.m. on the fourth Tuesday of each month at 322 Fairview Drive, in the City of Brantford".

DEVELOPMENTS:

The Annual Meeting of the Board is scheduled on December 2, 2008 as per the Municipal Elections Act and the Board By-laws (Article 7.4.1 "The Annual Meeting of the Board to be convened in the years between Municipal Elections shall be held not later than the 8th day of December or in accordance with the Act"). In the month of December, there will be no Committee of the Whole meeting. The Board meeting will be held on December 9, 2008.

With March break scheduled from March 16 to March 20, 2009, it is more feasible for the Committee of the Whole meeting to take place on March 24, 2009 and that the Board meeting be scheduled on March 31, 2009.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approve the following Board and Committee of the Whole Meeting Schedule 2008-09 as follows:

A Board meeting be held on Tuesday, December 9, 2008 with no Committee of the Whole meeting scheduled in December 2008.

A Committee of the Whole be held on Tuesday, March 24, 2009 and the Board meeting be held on Tuesday, March 31, 2009.

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

Prepared by: Cathy Horgan, Director of Education & Secretary
Presented by: Joe McPherson, Chair of the Board
Presented to: Committee of the Whole
Submitted on: September 16, 2007
Submitted by: Cathy Horgan, Director of Education & Secretary

**ONTARIO CATHOLIC SCHOOL TRUSTEES'
ASSOCIATION – ANNUAL MEMBERSHIP FEES**

Public Session

BACKGROUND INFORMATION:

The Ontario Catholic School Trustees' Association (OCSTA) continues to be a strong guiding and unifying force for Catholic education in our province. A copy of OCSTA's invoice is attached (Appendix A).

DEVELOPMENTS:

The annual fee for the 2008-09 school year is calculated on a base amount of \$8,000 plus a cost of \$3.485 per student. This is the same fee structure as the past couple of years and has not been increased. Based on our student enrolment of 10,415 ADE (average daily enrolment) for the 2007-08 school year, our fee for this year is \$46,900. This amount also includes a special levy for the promotion and protection of Catholic education at a cost of 25 cents per student.

RECOMMENDATION:

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 \$46,900 for the 2008-09 school year.



Ontario Catholic School
Trustees' Association

P.O. Box 2064, Suite 1804
20 Eglinton Avenue West
Toronto, Ontario M4R 1K8
T. 416.932.9460 F. 416.932.9459
ocsta@ocsta.on.ca www.ocsta.on.ca

Paula Peroni, *President*
Nancy Kirby, *Vice President*
John Stunt, *Executive Director*

Invoice

DATE	INVOICE NO.	TERMS
9/1/2008	09-09-09	Due Upon Receipt

BILL TO

Brant Haldimand Norfolk CDSB
322 Fairview Drive
PO Box 217
Brantford, ON N3T 5M8

DESCRIPTION	AMOUNT
2008 - 2009 MEMBERSHIP FEES & SPECIAL LEVY	
MEMBERSHIP FEES Based on 2007-08 Enrolment Figure of: 10,415	44,296.00
SPECIAL LEVY - Promotion and Protection of Catholic Education \$.25 per pupil - Based on 2007-08 Enrolment Figure noted above	2,604.00
Note: GST does NOT apply to either Membership Fees or Special Levy.	
TOTAL AMOUNT DUE to OCSTA:	
If Questions, please Contact June Johnson- Accounting- [416 932 9460-ext 29]	TOTAL \$46,900.00

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

Prepared by: Trish Kings, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: September 16, 2008
Submitted by: Cathy Horgan, Director of Education & Secretary

NEW TEACHER INDUCTION PROGRAM: ORIENTATION

Public Session

BACKGROUND INFORMATION:

The New Teacher Induction Program (N.T.I.P.), which was introduced by the Ministry of Education in 2006, provides funding to support new contract teachers and new long term occasional teachers with respect to orientation, professional development and mentoring. Each Board must develop a yearly comprehensive plan to address all of the requirements of N.T.I.P. to meet the needs of the new teachers.

The Board's orientation for new teachers is comprised of three components: a summer in-service session, the Storefront Workshop, liturgy and commissioning service, while the schools provide an orientation program specific to the school.

DEVELOPMENTS:

The one day summer in-service took place on Thursday, August 21, 2008 at the CEC with 17 new contract teachers and three new long term occasional teachers in attendance.

The day began with an opening prayer, a welcome address by Cathy Horgan, followed by a number of presentations and activities:

- Getting to Know You
- Called to be a Catholic Teacher
- New Teacher Induction Program/Teacher Performance Appraisal
- Being an Effective Teacher
- Human Resources Issues/Health and Safety.

These sessions were presented by elementary and secondary staff, including Mary Gallo, Agnes Grafton, Lisa Kuyper, Marian O'Connor, Karen Wilkinson and Joyce Young.

A comprehensive binder along with books, *When You Teach in a Catholic School*, *Personal Prayers for Teachers* and *How to be an Effective Teacher: First Days of School*, were provided as resources for the teachers. Positive feedback was received from all of the participants in this initial orientation session.

The Storefront Workshop, planned for Tuesday, September 23, 2008, will provide an opportunity for new teachers to meet the trustees, other support staff and community partners, and receive additional resources. The highlight of the evening is the liturgy and commissioning service for all new employees to the Board.

RECOMMENDATION:

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the report on the New Teacher Induction Program: Orientation.

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

Prepared by: Cathy Horgan, Director of Education & Secretary
Presented to: Committee of the Whole
Submitted on: September 16, 2008
Submitted by: Cathy Horgan, Director of Education & Secretary

FATHER FOGARTY AWARDS

Public Session

BACKGROUND INFORMATION:

Each year, the Catholic Education Foundation of Ontario (CEFO) honours one student from each secondary school in Ontario who has been identified as the recipient of the Catholic Student Award. This event is scheduled for Saturday, October 25, 2008 at the Toronto Airport Marriot Hotel in Toronto. The monies/proceeds from the dinner are used to support the objectives of the Catholic Education Foundation of Ontario.

Recipients of the award are selected by the Principal (and staff) of the school. The criteria for selection places emphasis on activities not always formally recognized in the school such as year book, student council, drama, Catholic students' federation, mission drives, and leadership in social concerns, rather than athletic achievements and intellectual excellence which generally receive recognition in other venues.

Consideration is given to involvement in projects that enhance the identity of the Catholic school in the local community, volunteer work in the community, with local hospitals, parishes, youth corps, senior citizens, or with other projects of a similar kind.

DEVELOPMENTS:

The following recipients of the Father Fogarty Award are to be honoured this year:

Michael Tuczynski	Assumption College School
Justin Wingrove	Holy Trinity Catholic High School
Bianca DeGrandis	St. John's College

While there is no cost for the honoured students, there is a cost of \$115.00 per person for each of the guests. It is suggested that the Board pay for the parents of the student honourees. If the Board wishes to support this event this year, the total expense could be up to \$690.00.

RECOMMENDATION:

THAT the Committee of the Whole recommend the Brant Haldimand Norfolk Catholic District School Board continue to support the Father Fogarty Awards by purchasing two tickets per secondary student, at a cost not to exceed \$690.00

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: September 16, 2008
Submitted by: Cathy Horgan, Director of Education & Secretary

BORROWING BY-LAW 2008-A2

Public Session

BACKGROUND INFORMATION:

In June 2008, the Board approved a *Borrowing Resolution* to finance the construction of Sacred Heart School in Paris and the replacement school for Our Lady of Fatima and St. Jean de Brébeuf. The Canadian Imperial Bank of Commerce (CIBC) has changed its requirements over the last couple of years and now requires that the Board approve a *Borrowing By-Law*.

DEVELOPMENTS:

When the projects are completed, a debenture will be issued for the cost of the projects. Until that time, there is a need to provide an interim or *bridge* loan for the period of construction. The total temporary borrowing needs for both projects is estimated at \$14,900,000. The interest costs for the interim financing are the same as the operating loan.

RECOMMENDATION:

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve 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 be approved.

WHEREAS:

- A. The Board has authorized the permanent improvement 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 finance 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.

THEREFORE, BE IT RESOLVED as follows:

1. The Director of Education and Secretary and the Associate Director, Corporate Services & Treasurer of the Board are authorized on behalf of the Board to borrow \$14,900,000 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 Director of Education & Secretary and the Associate Director, Corporate Services & Treasurer 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.

Schedule A

Brant Haldimand Norfolk CDS Board
Capital Additions 2007-08 & 2008-09

Bridge Financing
Requirements

<u>Paris - New Sacred Heart School</u>	<u>Source of Financing</u>	
Completion date Jan 2009		
New Pupil Places	Ministry NPP Grant	6,000,000
Primary Class Size	Ministry Primary Class Size Allocation	800,000
Best Start	Municipality	1,000,000
Site Servicing	EDC Funds	---
		<u>7,800,000</u>
		<u>7,800,000</u>
<u>Our Lady of Fatima/ St. Jean de Brebeuf</u>		
Completion date September 2009		
Prohibitive to Repair Capital Project	PTR funding	5,900,000
New Pupil Places	Ministry NPP Grant	476,000
Primary Class Size	Ministry Primary Class Size Allocation	724,000
		<u>7,100,000</u>
		<u>7,100,000</u>
Total for Borrowing By-Law		<u>14,900,000</u>
		<u>14,900,000</u>

Brant Haldimand Norfolk Catholic District School Board

**2008-09
Meetings and Events**

September 1, 2008		Labour Day
September 2, 2008		First Day of School
September 10, 2008	7:00 pm	SEAC
September 16, 2008	7:30 pm	Committee of the Whole
September 18, 2008	5:00 pm	Catholic Education Liturgy for Diocese of Hamilton – St. Mary’s Church, Kitchener
September 23, 2008	5:15 pm 6:30 pm 7:30 pm	New Employee Liturgy – CEC In-camera Meeting Board Meeting
September 26, 2008		PA Day
September 28, 2008	1:00 pm	50 th Anniversary of Holy Cross School
October 8, 2008	7:00 pm	SEAC
October 10, 2008	11:00 am	45 th Anniversary of St. Mary’s School, H
October 13, 2008		THANKSGIVING
October 21, 2008	7:30 pm	Committee of the Whole
October 28, 2008	7:30 pm	Board Meeting
October 30, 2008	7:00 pm	Service Recognition Dinner
November 7, 2008		PA Day
November 12, 2008	7:00 pm	SEAC
November 18, 2008	7:30 pm	Committee of the Whole
November 22, 2008	Tbd	Closing of Sacred Heart School
November 25, 2008	7:30 pm	Board Meeting
December 2, 2008	6:30 pm 7:30 pm	Annual Liturgy of the Board Annual Meeting of the Board
December 5, 2008		PA Day
December 9, 2008	7:30 pm	Board Meeting
December 10, 2008	7:00 pm	SEAC
December 22, 2008 - January 2, 2009		Christmas Break
January 5, 2009		Classes Resume
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