

Brant Haldimand Norfolk Catholic District School Board



COMMITTEE OF THE WHOLE

TUESDAY, APRIL 21, 2009

7:30 P.M.

Catholic Education Centre, Brantford, Ontario

AGENDA

Page Number

A. CALL TO ORDER

1. Opening Prayer – Joe McPherson, 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) March 24, 2009
4. Business Arising from Minutes

Pages 3-8

C. PRESENTATIONS & DELEGATIONS:

1. Junior first place winner of the Holy Trinity Catholic School Family for speeches – Celine Atkins from Sacred Heart (Langton) School, will present her speech about Walt Disney.
2. Intermediate winner of the St. John's College Family for speeches – Ryan Meevis from Notre Dame (Brantford) School, will present his speech about Pet Peeves.

D. COMMITTEE AND STAFF REPORTS

1. Approved Special Education Advisory Committee Minutes from March 11, 2009 Pages 9-10
Presenter: Dennis Blake, Trustee Representative on SEAC
2. a) Unapproved Catholicity Committee Meeting Minutes from March 31, 2009 Pages 11-12
b) Unapproved Faith Advisory Committee Meeting Minutes from April 1, 2009 Pages 13-14
Presenter: June Szeman, Chair of the Catholicity Committee and Faith Advisory Committee
3. Unapproved Accommodation Committee Meeting Minutes from April 14, 2009 Pages 15-16
Presenter: Cliff Casey, Chair of Accommodation Committee
4. Unapproved Student Transportation Services of Brant Haldimand Norfolk Meeting Minutes from February 24, 2009 Pages 17-21
Presenter: Cliff Casey, Committee Member (STSBHN)

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| 5. Unapproved Policy Committee Meeting Minutes from April 14, 2009
<i>Presenter: Bonnie McKinnon, Chair of Policy Committee</i> | Pages 22-23 |
| 6. March Enrolment
<i>Presenter: Chris Roehrig, Superintendent of Education</i> | Pages 24-25 |
| 7. Education Funding for 2009-10
<i>Presenter: Wally Easton, Associate Director</i> | Page 26-27 |
| 8. Field Trips
<i>Presenter: Chris Roehrig, Superintendent of Education</i> | Page 28-29 |
| 9. Specialist High Skills Major Program
<i>Presenter: Chris Roehrig, Superintendent of Education</i> | Page 30 |

E. INFORMATION AND CORRESPONDENCE

1. Order of Merit Award: Canadian Association of Fairs and Exhibitions
Presenter: Cliff Casey

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

Page 31

K. MOMENT OF SILENT REFLECTION

L. ADJOURNMENT

*Brant Haldimand Norfolk Catholic District School Board
Meeting of the Committee of the Whole – Tuesday, March 24, 2009*

PRESENT AT 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 and Treasurer;
Bill Chopp, Trish Kings and Chris Roehrig, Superintendents of Education and
Linda Luciani, Recording Secretary

A. CALL TO ORDER:

The meeting was called to order by Vice-Chair Joe McPherson. Vice-Chair McPherson welcomed Michael Pin, Elementary Program Consultant: Arts and Maureen Wills, Principal of Program: Elementary to the meeting.

OPENING PRAYER: The meeting was opened with a prayer.

B. ROUTINE MATTERS:

Resolved:

On the motion of Dan Dignard and Cliff Casey, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approve the agenda of the March 24, 2009 meeting.

CARRIED

DECLARATION OF INTEREST: Nil.

Resolved:

On the motion of Dan Dignard and Cliff Casey, 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 February 17, 2009.

CARRIED

BUSINESS ARISING FROM THE MINUTES: Nil.

C. PRESENTATIONS/DELEGATIONS: Nil.

D. COMMITTEE AND STAFF REPORTS

D.1 APPROVED MINUTES FROM THE SPECIAL EDUCATION ADVISORY COMMITTEE MEETING FROM FEBRUARY 11, 2009

Trustee Dennis Blake reviewed the minutes from the Special Education Advisory Committee meeting held on February 11, 2009. Results of Canadian Cognitive Abilities Test (CCAT) testing for Grade 3 students will be distributed to parents and schools soon. The 2004 Special Education Plan will be reviewed, amended and updated in the coming months.

Resolved:

On the motion of June Szeman and Bonnie McKinnon, that the Committee of the Whole receive the approved minutes from the Special Education Advisory Committee Meeting from February 11, 2009.

CARRIED

D.2 UNAPPROVED MINUTES FROM THE ACCOMMODATIONS COMMITTEE MEETING FROM MARCH 10, 2009

Trustee Cliff Casey reviewed the minutes from the March 10, 2009 meeting. The overall cost to construct the day care at St. Michael's School, Dunnville is \$9,000 more than budgeted. The Board has asked Norfolk Best Start to share in the cost of the overrun. Sacred Heart Catholic Elementary School opened its doors to students on Monday, March 23, 2009. Discussions are ongoing regarding the design of the joint South West School, Brantford. Interviews regarding the Request for Proposal (RFP) for architectural services for the addition to St. John's College will take place on Thursday, March 26, 2009. The Committee discussed a possible change in attendance boundaries for secondary schools in Brantford. A further report will be brought to the Board regarding the matter.

Approval was requested for the following recommendations:

THAT the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board receive the Sacred Heart Catholic Elementary School report.

THAT the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board receive the Joint South West School, Brantford report..

THAT the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board receive the St. John's College Addition report.

THAT the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board receive the Overview of Capital Funding report.

Resolved:

On the motion of Dan Dignard and Cliff Casey, that the Committee of the Whole receive the unapproved minutes from the Accommodations Committee Meeting from March 10, 2009.

On the motion of Dan Dignard and Cliff Casey, that the Committee of the Whole approve and refers the recommendations from the Accommodations Committee Meeting of March 10, 2009, to the Board.

CARRIED

Trustees Cliff Casey asked that the following motion be tabled until the Board Meeting of March 31, 2009 so that Administration can seek approval from Norfolk Best Start to share in the cost of the overrun.

On the motion of Dan Dignard and Bonnie McKinnon, that the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board approve an additional \$9,000 for the construction of the daycare at St. Michael's School in Dunnville.

TABLED

D.3 ARTS EDUCATION UPDATE: ELEMENTARY

Superintendent of Education, Trish Kings, reported that grants had been received to enhance existing programs or offer new programs in the Arts, Physical Education and/or Outdoor Education. Initial discussions have begun with Nipissing University to develop a partnership which will focus on specific Arts programs as part of the Teacher Education Program for 2009-10. Superintendent Kings reported that the 4th Annual Celebration of the Arts has been planned for Tuesday, May 5th at the Sanderson Centre and will, once again, focus on the talents of students and staff. Superintendent Kings introduced Michael Pin and Maureen Wills who provided an update on teacher in-services, central workshops and modelling lessons in Music and Visual Arts. Mr. Pin reported that the Recorder Program has been expanded to include more schools and include some Grade 5 students. The Board Art Exhibit will take place at Glenhyrst Gardens, Haldimand Museum and the Old Town Hall, Waterford.

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 Arts Education Update: Elementary report.

CARRIED

D.4 SURPLUS ACCOMMODATIONS – GRAND ERIE DISTRICT SCHOOL BOARD

Associate Director and Treasurer, Wally Easton reported that the Board is not in need of this accommodation at this time.

Resolved:

On the motion of Dan Dignard and Cliff Casey, that the Committee of the Whole recommend 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 property known as the former North Public School, Simcoe.

CARRIED

D.5 2009-10 SCHOOL YEAR CALENDAR

Superintendent of Education, Bill Chopp explained that as per Regulation #304 of the Education Act, the school year must include 194 school days of which two days must be designated as professional development days. The remainder are instructional days. The Calendar Committee membership consisted of a trustee, union and association representatives, a member of the Regional School Council and members of the Curriculum and Special Education Departments. Every effort was made to coordinate the Board's School Year Calendar with the Grand Erie District School Board to achieve efficiencies in transportation. He explained that Board personnel will return to work on September 1 and 2, 2009 for professional development activities and students will return to school on Tuesday, September 8, 2009.

Student Trustee, Chris Radojewski asked that his vote be included in the motion.

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 2009-10 School Year Calendar for elementary and secondary schools as presented.

CARRIED

E. INFORMATION AND CORRESPONDENCE:

Chair June Szeman asked that trustees peruse the information package regarding the 2008 OCSTA AGM which will be held on Friday, May 8, 2009. Director of Education, Cathy Horgan noted that a package of information, including reservations, etc. will be distributed at the March 31, 2009 meeting.

Trustee Cliff Casey asked that some time be set aside at the April Committee of the Whole Meeting to discuss items included in the information package. Associate Director and Treasurer, Wally Easton advised he will investigate the terms and report at the meeting.

Chair June Szeman noted that that the Catholic Leadership Awards will be held on Thursday, March 26, 2009 at 7:00 p.m. at St. John's College. Dinner with the leadership candidates will begin at 5:30 p.m.

Resolved:

On the motion of Dan Dignard and Cliff Casey, the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the information and correspondence items since the last meeting.

CARRIED

F. NOTICES OF MOTION: Nil.

G. TRUSTEE INQUIRIES:

Trustee Dennis Blake asked if any further meeting has been held by the Student Transportation Services of Brant Haldimand Norfolk (STSBHN) Committee. Associate Director and Treasurer, Wally Easton reported that a meeting was held on Tuesday, February 24, 2009 and draft minutes have been circulated to members of the Consortia for comment. He noted that the unapproved minutes will be included in the April Committee of the Whole agenda.

Vice-Chair Joe McPherson asked if a date had been scheduled for the Official Opening of Sacred Heart Catholic Elementary School. Superintendent of Education, Trish Kings reported that she will discuss the matter with the parties involved and report back to trustees.

H. BUSINESS IN-CAMERA:

Resolved:

On the motion of Bonnie McKinnon and June Szeman, 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 June Szeman and Bonnie McKinnon, 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

Trustees were invited to look over the 2008-09 Meetings and Events that were included in the agenda package.

K. MOMENT OF SILENT REFLECTION

L. ADJOURNMENT

Resolved:

On the motion of Bonnie McKinnon and June Szeman, that the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourn the meeting of March 24, 2009.

CARRIED

**Special Education Advisory Committee Meeting
Brant Haldimand Norfolk Catholic District School Board
Wednesday, March 11, 2009**

The March 11, 2009 meeting of the Special Education Advisory Committee (SEAC) of the Brant Haldimand Norfolk Catholic District School Board was held at the Fatima Resource Centre, 344 Erie Avenue, Brantford, at 7:00 p.m.

A. Opening Prayer – Terre Slaght

The meeting was opened with a prayer.

B. In Attendance

Paul Sanderson, Michelle Feeney, George Follis, Lynda Field-Newhouse, Nancy Smith, Dianne Wdowczyk, Dennis Blake, Terre Slaght, Bill Chopp

Guests

Rachel DeDominicis

Regrets

Colleen Demarest, Lisa Stockmans, Barb Mitchell, Stella Galloway

C. Approval of Agenda

The agenda was approved on a motion moved by George Follis and seconded by Michelle Feeney.
Approved

D. Opening Remarks – Paul Sanderson, Chair

Paul introduced Rachel DeDominicis. Bill explained to the committee Rachel's background and how the program has evolved.

E. Presentation ♦ AT TASK Tracker – Rachel DeDominicis

Rachel explained her position within the Board, training students how to use Kurzweil 3000. She handed out copies of the AT TASK Tracker and demonstrated how it was developed to help the students and teachers follow the child's progress with the program. Currently, Rachel is working with 190 students, however this number continues to grow. Rachel noted that for work at home, parents can access www.readplease.com for text-to-speech assistance.

F. Approval of Minutes ♦ February 11, 2009

A motion was made to accept the February 11, 2009 SEAC minutes by Dianne Wdowczyk and seconded by Nancy Smith.
Approved

G. Reports:

1) Principal of Program: Special Education • Terre Slaght

a. IEP Guide for Parents and Students

Terre explained that, by law, we must have an Identification, Placement and Review Committee (IPRC) guide. The IPRC guide will be posted on the updated board website. A group of Special Education Resource Teachers (SERTs) got together and reviewed information from other boards and, from that, developed an IEP guide. The format is consistent with our IPRC guide. Principals have been given a copy. SERTs will receive a copy on April 7, 2009. After this we will distribute the IEP guide to interested agencies.

b. Previews/SEAC Goals

Terre outlined goals set this year for SEAC and asked for clarification on priorities. Work continues on the SEAC brochure. It was decided that System SERTs will present the follow-up to their case studies.

Patti Mitchell led a transitioning committee and put together a checklist for parents to help them prepare for case conferences. A complete transitioning high needs package will be given to committee members at the next meeting.

c. STARS Class

The STARS class has had two weeks with the teacher and two EAs in place. A meeting was held discussing program development.

2) Superintendent of Education Report • Bill Chopp

a. Auditor General's Report

The committee discussed the various areas of the Auditor General's Report on Special Education. Each recommendation was discussed as well as the Ministry's response and how our Board is working within the standards set.

b. Budget

A proposal for the budget will be presented next month. The Board's plan is to not exceed the budget from last year.

c. Staffing

A position will be posted for a System SERT whose 3 year term is finished. Another SERT will be taking a leave next year and a temporary position will be posted. There is the possibility that another SERT may retire this year.

There is a position being developed to work specifically with Autism Spectrum Disorder. Funding has been provided by the Ministry.

Department staff have met with staff from Haldimand-Norfolk REACH to familiarize each staff with programs and services currently being offered.

Special education staff are seeking to make other links with community partners to further develop an awareness of programs and services.

H. Member Association Update - Memberships

- Lynda Field-Newhouse – Lansdowne Children's Centre
Parents as Partners is rolling out with success. There are representatives from both school boards in Brant involved. The next event will be on March 26, 2009.

Lansdowne will have their charity motorcycle ride on May 26, 2009.

- Michelle Feeney – Ontario Association for Families of Children with Communication Disorders
A guest speaker will be coming to the May month event in Delhi.

I. Business for Next Meeting

Nothing to report at this time.

J. Adjournment

The meeting was adjourned.



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Center
322 Fairview Drive
Brantford, ON N3T 5M8

**Catholicity Committee Meeting
March 31, 2009 1:00 – 3:00 pm**

Present: June Szeman (Chair), Cathy Horgan, Marg Boyd, Joyce Young, Father Mike Bennett, Doug Ivak,
Christina Costa, Dalia Sciallo

Regrets: Mary Gallo, Joe McPherson, Wayne Lachapelle, Father George Sammut

1. Opening Prayer

June Szeman - June led in Opening Prayer

2. Approval of the Minutes

January 28, 2009 minutes – Moved by Father Mike, seconded by Marg Boyd; approved.

3. Approval of Agenda

Moved by Marg Boyd, seconded by Joyce Young; approved.

4. Information Items:

a) Diocesan Mass ~ Formosa, Ontario – Cathy Horgan

Second annual Diocesan Mass for Catholic Education to be held Oct. 15 in Formosa hosted by the Bruce Grey Catholic District School Board. There will be an afternoon session with guest speaker Mark McGowan followed by a light supper and then Mass. New teachers and mentors and principals will be invited to attend.

b) Information Package for Catholic Education Week – Joyce Young

The committee was given an update on the information packages that will be sent to the schools for Catholic Education Week. It was also suggested that teachers also need to receive these materials. It was decided that divisional packages would be compiled and distributed to teachers via First Class.

c) OECTA Courses

Joyce gave an update on the OECTA AQ Religion course that will be offered this summer at Assumption College School.

d) 2009-10 School Year

The year will begin with a Board wide Faith Day Sept. 1. Our speaker will be Father Tony Ricard and our celebrant for Mass will be Bishop Wingle.

5. Action Planning Using Best Practices Booklet (see attached)

After much discussion the following were chosen as priorities for action planning:

- Adult faith formation and small group faith sharing
- Unifying concept or theme to begin school year and carry on through out the school year
- Liturgical year package as a link to home, schools and parishes



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Center
322 Fairview Drive
Brantford, ON N3T 5M8

Homework for our next meeting:

1. Draft action planning steps for our priorities.
2. Reflect upon how we can assist parishes and principals “keep the connection” and how do we as a committee support this?

6. Next Meeting: May 13 Place: **CEC** Time: **1:30 – 3:30**
(Please note time change)

Future Meeting Dates: **Place:** **Time:**
1. June 11, 2009 CEC 1:30 – 3:30



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

Catholic Education Center
322 Fairview Drive
Brantford, ON N3T 5M8

**Faith Advisory Committee Meeting
April 1, 2009 1:30 – 3:30**

Present: June Szeman (Chair), Sharon Boase, Mary Teresa Coene, Father Al Dufraimont, Kathleen Evans, Cathy Horgan, Monsignor Murray Kroetsch, Mary Leonard, Bonnie McKinnon, Joyce Young

Absent: Father Phil English, Laurence McKenna

1. Opening Prayer

June Szeman led in Opening Prayer.

2. Approval of the Minutes

Change word in item #2 from Catholicity to Faith Advisory.

Group Norms were distributed.

Changes to Terms of Reference ~ delete the word Catholicity from item #2.

Moved by Bonnie, seconded by Cathy that minutes be approved as amended; passed.

3. Approval of Agenda

Agenda approved

4. Information Items:

a) Diocesan Mass – Cathy Horgan

A Diocesan Mass for Catholic Education will be celebrated Oct. 15 in Formosa. We are planning to bring a group of representatives from our Board. We will go as a group via bus. Schedule for the afternoon includes a talk on the history of Catholic Education in Ontario by Mark McGowan, followed by a light supper and then Mass. Our new teachers and their mentors will be invited to attend. Some of the funding will come from the N.T.I.P. program.

b) Catholic Education Week package – Joyce Young

Information was shared with the group on theme and activities for this year's Catholic Education Week.

c) OECTA – Joyce Young

Presented update on these courses.

New course, "Teaching in a Catholic School" has been approved by the Ontario College of Teachers.

5. Review of Character Education Materials from other Boards

Various materials were viewed that have been developed by other Ontario Catholic School Boards.

Next Meeting: May 21, 2009

Location: CEC

Time: 1:30-3:30

Future Meeting Dates:



6. Determine the virtues to be addressed by the BHCNDSB

Cathy led the process to determine what virtues our Board would address. A discussion followed. The criteria to be used when determining the virtues should be that they:

- a) reflect our Catholicity
- b) need to be complete
- c) worded in a way that is easily understood
- d) call to moral action

Therefore virtues need to be developmentally, theologically and pedagogically sound. The various virtues are:

- a) Theological virtues- faith, hope, and love.
- b) Cardinal virtues- prudence, temperance (self-discipline, balance), fortitude (courage), and justice.
- c) Secondary virtues can evolve from these – Faith – trust, reverence; Hope-joy; Love-charity, respect; Prudence-practical wisdom; Justice-mercy, compassion, forgiveness.
- d) Others listed were-obedience (to God's will), trust, humility, honesty, integrity, tolerance, perseverance

RECOMMENDATIONS FOR FURTHER ACTIVITY:

- using parish bulletins and school newsletters to create awareness of virtues education
 - make a link to Safe Schools document
 - review Religion and Family Life curriculum to make embed connections
 - creating a Board document
 - make connections to liturgical year
 - review how it permeates at secondary level
 - Faith Day 2010 should have this focus
- Research needs to be done on the definition of each of the virtues then educate teachers
- Create a working committee on virtues education
- Goal-to write a Board document on virtues education in BHCNDSB that can be used as a foundational document that provides guidance for writing policies, choosing resources and links to other resources.

Agenda Item for next meeting:

Discussion and selection of virtues will continue.

PRESENT AT THE MEETING

Trustees: Dennis Blake, Cliff Casey, Joe McPherson, 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 Joe McPherson and Dennis Blake, that the Accommodations Committee approve the Agenda of April 14, 2009.

CARRIED

3. Approval of Minutes

Resolved:

On the motion of Dennis Blake and June Szeman, that the Accommodations Committee approve the minutes of the April 14, 2009 Accommodations Committee Meeting.

CARRIED

4. Declaration of Interest: Nil.

STAFF REPORTS:

1. Surplus Property

The former Sacred Heart School is no longer required for purposes of the Board. Trustees discussed the disposition of the property and agreed that it is surplus to the Board's needs; however, they requested that further information on the process for disposition be discussed at the next meeting.

Resolved:

On the motion of June Szeman and Joe McPherson, that the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board declare that the former Sacred Heart School property in Paris, Mident # 757098, is not required for purposes of the Board.

CARRIED

Resolved:

On the motion of June Szeman and Joe McPherson that the Accommodations Committee recommend to Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board sell the former Sacred Heart School property in accordance with Regulation 444/98 of the Education Act.

TABLED

2. Accommodation Review

Trustees reviewed the *Preliminary Report* on the proposed accommodation review. St. Pius X, St. Bernard and St. Mary Schools in Brantford will be included in the review. The regulations regarding Accommodation Reviews are included in Policy #400.16.

Resolved:

On the motion of Joe McPherson and Dennis Blake, that the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School Board approve the Preliminary Report for a Pupil Accommodation Review of St. Mary, St. Pius X and St. Bernard Schools in Brantford.

CARRIED

3. South West Brantford School

The Committee reviewed the current draft plans for the new school. The plans for the school will be finalized by the end of April.

Resolved:

On the motion of June Szeman and Joe McPherson, that the Accommodations Committee recommend to the Committee of the Whole that the Brant Haldimand Norfolk Catholic District School receive the South West Brantford School report.

CARRIED

TRUSEE INQUIRIES: Nil.

BUSINESS OF THE IN-CAMERA SESSION

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

CARRIED

REPORT ON THE IN-CAMERA SESSION

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

CARRIED

ADJOURNMENT

The meeting was adjourned at 9:00 p.m. The next meeting will be held on Monday, May 11, 2009 at 3:00 p.m.



GRAND ERIE DISTRICT SCHOOL BOARD
BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD
CONSEIL SCOLAIRE DE DISTRICT CATHOLIQUE CENTRE-SUD

***STUDENT TRANSPORTATION SERVICES
OF BRANT HALDIMAND NORFOLK (STSBHN)
Tuesday, February 24, 2009, 9:00 a.m.
Haldimand Room - Brant Haldimand Norfolk CDSB
322 Fairview Drive, Brantford***

MINUTES

Present:

GEDSB: Jamie Gunn, Superintendent of Business
Don Werden, Trustee

BHNCDSB: Wally Easton, Associate Director & Treasurer

CSDCCS: Mario Nantel, Director of Transportation
Bobby Somaroo, Superintendent of Business

Secretary: Sally O'Brien, Transportation Supervisor

Regrets: Cliff Casey, Trustee
Cathy Horgan, Director of Education
Jim Wibberley, Director of Education

Recording Secretary: Linda Luciani, Executive Assistant, Corporate Services, BHNCDSB

1. Call to order, Welcome & Introductions

Wally Easton welcomed everyone to the meeting and introductions were made around the table.

2. Election of Chair

Wally Easton explained that Trustee Dennis Blake was no longer the trustee representative from the BHNCDSB. Mr. Easton asked for nominations for the position of Chair.

Moved by Don Werden, seconded by Jamie Gunn that Wally Easton be acclaimed as Chair of the Governance Committee for the 2009-10 School Year.

CARRIED

3. **Approval of Agenda of February 24, 2009**

Moved by Jamie Gunn, seconded by Mario Nantel that the Agenda of February 24, 2009 be approved with the following additions:

- Business Arising from the Minutes
- Other Business – Software Update

CARRIED

4. **Approval of Minutes of October 24, 2008**

Moved by Bobby Somaroo, seconded by Don Werden that the Minutes of the STSBHN of the October 24, 2008 meeting be approved as circulated.

CARRIED

5. **Business Arising from the Minutes**

Trustee Werden wondered if the impacts on effectiveness report from the CDCCS had been distributed. Bobby Somaroo reported that it not been distributed. Bobby will forward the report to Wally Easton for distribution to the Committee.

6. **Walking Distances Harmonization**

Wally Easton noted that this item was a carry forward item from the October 24th meeting. Wally Easton reported that harmonization of walking distances in the Haldimand/Norfolk area for the BHCNDSB is not complete. Sally O'Brien distributed a *Walking Distance Study* to Committee members (a copy will be emailed to the CSDCCS). She reported that preliminary reviews of the bus routes indicate that there will not be huge monetary savings and very little to be gained in efficiencies. Wally Easton will review the study and will bring a report to the BHCNDSB to determine if walking distances changes will become effective in September 2009 or September 2010. Bobby Somaroo expressed concern that not having harmonized walking distances will affect the STSBHN's E & E review. Wally Easton will contact Cheri Haywood to discuss this matter with her.

Wally Easton felt that a Courtesy Rider policy should be developed as a result of walking distances harmonization. Bobby Somaroo will forward the CSDCCS policy to Wally so that it can be adapted for the STSBHN.

Further discussion was held regarding changing the walking distances to meet Provincial guidelines for secondary students and students in junior/senior kindergarten. Jamie Gunn felt that changing the walking distance from the current 4.8 kilometers to the provincial guideline of 3.2 kilometers for secondary students would not affect many students and would not result in significant cost implications. Don Werden wondered if the Boards were considering changing the walking distance for junior/senior kindergarten students from the current 1.6 kilometers to the provincial guideline of 0.6 kilometers. He felt that changing the walking distance would create problems for families with children in different grades. Sally O'Brien noted that if the walking distance was changed to 0.6 kilometers, busses would have to be dispatched to schools that currently do not have

buses. It was agreed that walking distances for would remain at 3.2 kilometers for secondary students and 1.6 for elementary students. Wally Easton asked that Committee members bring this information to their respective Boards and advise if trustees were not in agreement.

7. **Review of Administrative Services Agreement**

Jamie Gunn noted that the GEDSB would like to implement the Administrative Services Agreement on April 1, 2009. Wally Easton wondered what process should be used for Transportation Department staff members who are employees of the BHNCDNB. Bobby Somaroo reported that all staff members should be seconded to the STSBHN. Letters will be drafted to employees advising them of the change.

Wally Easton asked that Harmonization of Pay Scales be discussed at the next STSBHN Meeting. He will contact the Board's lawyer to discuss options and rights under the Employment Standards Act.

Moved by Bobby Somaroo, seconded by Jamie Gunn that the Administrative Services Agreement of the STSBHN will become effective April 1, 2009.

CARRIED

8. **Transportation Manager**

Consortia members felt that this item should be discussed in an In-Camera session.

9. **E & E Feedback**

Sally O'Brien reported that she is working on the recommendations made by the E & E Review Committee. She will forward a status report regarding each of the recommendations and the items to be addressed regarding each recommendation. Due to the fact that the STSBHN is in the process of hiring a new Transportation Manager and in the process of implementing new bussing software, Wally Easton will contact Cheri Haywood to seek permission for an extension to the review date from May 2009 to October/November 2009.

10. **Location/Support for Consortia Meetings**

Wally Easton felt it would more beneficial be if one member Board hosted and provided secretarial support for Consortia meetings on an annual/bi-annual basis. The CSDCCS asked that video conferencing be available for the meetings. Wally Easton reported that video conferencing for the BHNCDNB will be in place for the next meeting. The Committee wondered if using Adobe Connect would be best method to use for video conferencing. Wally Easton asked that staff from each Information Technology department discuss the matter and provide the Committee with a solution.

Moved by Mario Nantel, seconded by Don Werden that the BHCNDSB would host meetings for the 2008-09 school year and the GEDSB would host Consortia meetings for the 2009-10 school year.

CARRIED

11. Other Business

Software Update

Don Werden asked for an update regarding the implementation of BusPlanner software. Sally O'Brien advised that Transportation Department staff were being trained for three days during the Week of March 2, 2009. They are currently working with BusPlanner and anomalies are being resolved. A *go live* date of April 1, 2009 has been established; however, they will be running parallel programs initially. Sally O'Brien asked that Mario Nantel forward boundaries for CSDCCS students.

Transportation Survey for 2007-08

Mario Nantel reported that the Ministry is asking for the Transportation Survey for March 2007-08. Sally O'Brien reported that the survey is complete. She will forward the survey to Wally Easton, Jamie Gunn and Bobby Somaroo for their approval before forwarding it to the Ministry.

Inclement Weather Policy

Wally Easton that this item be discussed at the next STSBHN meeting.

12. Business In-Camera

Moved by Don Werden, seconded by Bobby Somaroo, that the STSBHN move to an In-Camera session

CARRIED

13. Report on the In-Camera Session

Moved by Jamie Gunn, seconded by Don Werden, that the STSBHN approve the business of the In-Camera session.

CARRIED

14. Adjournment and Next Meeting

Wally Easton noted that a Contact List of Committee members was included in the Agenda package. Please review the List and provide Linda Luciani with any changes.

Moved by Don Werden, seconded by Bobby Somaroo, that the STSBHN Meeting be adjourned.

CARRIED

The meeting adjourned at 10:50 a.m. The next meeting is scheduled on Tuesday, May 26, 2009 at 9:00 a.m. at the BHNCDSB.

DRAFT

Brant Haldimand Norfolk Catholic District School Board
Meeting of the Policy Committee – Tuesday April 14, 2009

PRESENT AT THE MEETING

Trustees: Bonnie McKinnon, June Szeman, Dan Dignard

Absent:

Administration: Cathy Horgan, Director of Education,

A. CALL TO ORDER:

The meeting was called to order by Chair Bonnie McKinnon.

B. ROUTINE MATTERS:

1. Approval of the Agenda

Resolved:

On a motion by Dan Dignard and June Szeman, that the Policy Committee approve the agenda for the April 14, 2009 meeting.

CARRIED

2. Approval of Minutes – January 20, 2009

Resolved:

On a motion by June Szeman, and Dan Dignard that the Policy Committee approve the minutes from the January 20, 2009 meeting.

3. Declaration of interest: Nil

C. PRESENTATIONS & DELEGATIONS:

Director of Education Cathy Horgan reviewed the Current Policies and Procedures chart as available on the website. A tracking mechanism of policy development and a plan was presented for policies to be developed during 09-10.

D. COMMITTEE AND STAFF REPORTS:

1. Policies to be Rescinded

Director of Education Cathy Horgan reviewed policies to be rescinded.

Resolved:

On a motion by June Szeman and Dan Dignard, that the Policy Committee recommends that the Committee of the Whole approves the following policies to be rescinded and refers it to the Brant Haldimand Norfolk Catholic District School Board for approval.

200.23 Catholic School Councils

300.2 Junior and Senior Kindergarten Allocation

300.3 Elementary Staff Allocations

300.4 Secondary Staff Allocations

2. Board Bylaws

Resolved:

On a motion by June Szeman and Dan Dignard that the Policy Committee recommends that the Committee of the Whole approves the change to the start time of Board Meetings to 7:00 p.m. as noted in the Board By-Laws section 9.1.1, Schedule and Location of Meetings.

E. ADJOURNMENT

The meeting was adjourned by consensus.

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

Prepared by: Chris N. Roehrig, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: April 21, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

BOARD ENROLMENT

Public Session

BACKGROUND INFORMATION:

In past years staff has reported enrolment to the Board monthly. This year we will report four times during the year at key dates. One of the key dates is October 31 as the Ministry of Education calculates grants based on the October and March 31 enrolments. The Average Daily Enrolment is used by the Ministry of Education for grant purposes.

DEVELOPMENTS:

Attached is the enrolment report indicating students attending our schools as of March 31, 2009. Projected enrolments and enrolments for the same month last year are also provided. The system Average Daily Enrolment on March 31, 2009 is slightly higher than the revised projected enrolment by approximately 9 students. The Average Daily Enrolment in the secondary panel is higher than the projected enrolment by 16 students.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the enrolment report for March 31, 2009.

BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD
ENROLMENT AT MAR 31, 2009

Appendix A

	Mar 31 2009 FTE	2008-09 ADE	Projected ADE 2008- 2009	Mar 31 2008 FTE
Blessed Sacrament	178.5	178.0	178.5	199.0
Christ the King	141.5	140.5	139.5	140.0
Holy Cross	173.5	175.5	177.5	182.5
Holy Family	179.0	178.8	178.5	177.0
Notre Dame (Brantford)	346.5	345.8	345.0	360.5
Notre Dame (Caledonia)	416.0	414.8	413.0	422.5
Our Lady of Fatima (Brantford)	181.5	186.0	191.5	195.0
Our Lady of Fatima (Courtland)	119.0	117.8	115.5	121.5
Our Lady of LaSalette	123.0	124.0	125.0	123.5
Our Lady of Providence	399.0	397.5	396.0	398.5
Resurrection	191.0	193.5	196.0	211.5
Sacred Heart (Langton)	230.5	231.5	232.5	241.0
Sacred Heart (Paris) New	164.5	161.8	159.0	156.5
St. Anthony Daniel	112.5	113.0	113.5	120.5
St. Bernard	197.5	196.0	194.5	213.5
St. Bernard of Clairvaux	212.5	214.3	216.0	223.5
St Cecilia's	177.0	175.8	174.5	191.0
St. Frances Cabrini	228.0	226.0	224.0	237.5
St. Gabriel	532.0	530.8	530.5	514.0
St. Jean de Brebeuf	167.5	168.8	170.0	184.5
St. Joseph	405.5	407.3	409.0	419.0
St. Leo	177.0	177.8	178.5	192.5
St Mary (Brantford)	123.0	125.3	127.5	132.0
St Mary (Hagersville)	148.0	151.0	154.0	156.0
St Michael's (Dunnville)	211.0	211.5	212.0	231.5
St Michael's (Walsh)	129.0	128.5	128.0	125.0
St Patrick (Brantford)	173.5	173.0	172.5	177.5
St Patrick (Caledonia)	175.0	175.0	175.0	206.5
St. Peter	148.0	145.8	142.5	158.5
St Pius	116.5	117.8	119.0	140.5
St. Stephen	166.0	166.3	166.5	171.0
St Theresa	155.0	155.5	156.0	139.0
	<u>6,598.0</u>	<u>6,604.3</u>	<u>6,611.0</u>	<u>6,862.5</u>
Assumption	1,474.00	1,502.4	1,499.6	1,405.3
Holy Trinity	1,142.25	1,159.3	1,150.3	1,145.3
St. John's	1,293.50	1,315.8	1,311.2	1,216.5
	<u>3,909.75</u>	<u>3,977.38</u>	<u>3,961.16</u>	<u>3,767.0</u>
	<u>10,507.8</u>	<u>10,581.6</u>	<u>10,572.2</u>	<u>10,629.5</u>

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services and Treasurer
Presented to: Committee of the Whole
Submitted on: April 21, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

EDUCATION FUNDING FOR 2009-10

Public Session

BACKGROUND INFORMATION:

On March 27, 2009 the Minister of Education released the information regarding Grants for Student Needs (GSN) for 2009-10. Total education funding for next year will increase by 3.1% provincially r \$529 million to \$19.8 billion. Much of the increase has been previously announced as part of the Provincial Discussion Table (PDT) salary framework. The increase in salary benchmarks alone accounts for \$412 million. Other increases resulting in increased staff costs include additional preparation time for elementary teachers, increased non-teaching staff and increased hours for other staff.

DEVELOPMENTS:

Some of the announcements that directly affect the Brant Haldimand Norfolk Catholic District School Board include:

Provincial Discussion Table Impacts

- Increased preparation time for elementary teachers of 10 minutes per week will provide for approximately 3 additional teachers
- Reduced class size for grades 4 to 8 will fund 0.7 teachers
- Funding for 1.5 additional secondary teachers
- Increased Professional Learning for elementary teachers of approximately \$50,000 will be offset by a reduction in general professional development funding
- Increased funding for non-teaching staff will result in additional hours for some school secretaries and an additional position in the school operations area.
- The PDT provides for a 3% increase in staff salaries and benefits.

Other impacts of the 2009-10 grants are:

- Some additional funding for community use of schools
- 2% increase in school operations to offset increased utility costs
- 2% increase for transportation except boards who have a surplus of transportation funding
- Reduction of 1% in transportation in anticipation of saving from transportation consortia except boards that have a “high” efficiency rating as determined by the Ministry

- Funding of about \$40,000 to provide an internal audit function
- Some funding to establish audit committees
- 5% of the “High Needs Amount” for Special Education will now be based on a “Measure of Variability” or a average of school boards high needs students
- The benchmark for School Renewal has been restored
- Textbook and classroom computer funding will be reduced by about \$250,000
- No increase for supplies and services

As in previous years some of the funding for specific initiatives will be announced at a later time.

RECOMMENDATION:

THAT the Committee of the Whole and recommends the Brant Haldimand Norfolk Catholic District School Board receive the report on Education Funding for 2009-10.

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

Prepared by: Chris N. Roehrig, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: April 21, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

**EXCURSION: ASSUMPTION COLLEGE SCHOOL AND
ST. JOHN'S COLLEGE MODERN LANGUAGES TRIP
TO FRANCE AND ITALY**

Public Session

BACKGROUND INFORMATION:

Assumption College School and St. John's College are requesting approval for an excursion to France and Italy from Thursday, March 11, 2010 to Sunday, March 21, 2010 (one school day). One school day was granted (one time only) based on an exception provided through Board Policy. The provision was granted because pre-planning had occurred based on the current school year calendar (Board holiday before March Break) and the fact the trip is connected to the Moderns curriculum.

DEVELOPMENTS:

Approximately forty (40) Grades 10-12 students will be participating in this field trip. Supervising teachers will include Delia Berardi and Sylvia D'Eramo as the female chaperones. The male chaperones will be determined once the participants have indicated their interest. The anticipated cost of the trip for each student is approximately \$2800.00.

The students will practise their language skills while being totally immersed in the culture of the French and Italians. They will witness elements of history which they have learned in the classroom, enhancing their appreciation of other cultures. They will strengthen their faith as they visit official pilgrimage sites. This is an enrichment opportunity to support the Moderns Program.

All information has been provided in accordance with Board policy and procedures.

RECOMMENDATION:

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the request from Assumption College School and St. John's College for an excursion to France and Italy from Thursday, March 11, 2010 to Sunday, March 21, 2010.

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

Prepared by: Chris N. Roehrig, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: April 21, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

**EXCURSION: ST. JOHN'S COLLEGE RUGBY TEAM
EXCURSION TO HAWAII**

Public Session

BACKGROUND INFORMATION:

St. John's College is requesting approval for the Rugby team to travel to Hawaii from Saturday, March 13, 2010 to Sunday, March 21, 2010 (no school days).

DEVELOPMENTS:

Approximately forty (40) Grades 11-12 male students will be participating in this field trip. Supervising teachers will include Scott Chisholm and Laurence McKenna as the chaperones. The anticipated cost of the trip for each student is \$2500.00.

The students will have an opportunity to compete in an international sporting tournament. All information has been provided in accordance with Board policy and procedures.

RECOMMENDATION:

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 Hawaii to compete in an international athletic competition from Saturday, March 13, 2010 to Sunday, March 21, 2010.

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

Prepared by: Chris N. Roehrig, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: April 21, 2009
Submitted by: Cathy Horgan, Director of Education & Secretary

PATHWAYS TO STUDENT SUCCESS CONSULTANT

BACKGROUND INFORMATION:

The Student Success program is multi-faceted and one of the four pillars of success is Pathways. There are two facets to the Pathways pillar, the first of which involves supporting students in making informed decisions about their secondary school and post-secondary school destinations (Pathways). A second facet to the Pathways Program involves creating choices for students that will keep students in school and moving towards a rewarding post-secondary destination (e.g. the Specialist High Skills Major Program). The Pathways Program which includes the SHSM continues to require a high degree of support and coordination in order to be effective.

DEVELOPMENTS:

The Ministry of Education continues to provide grant money through the Student Success Program to create and finance leadership positions that support pathways education and program creation for the Specialist High Skills Major Program.

We are recommending that the Board renew an endorsement of a position that is known as the **Pathways to Student Success Consultant**. The appointed person will continue to support schools in implementing the Grade 7 to 12 Pathways Program for the system and the Specialist High Skills Major Program. This consultant would continue to work with the SHSM teams at the three secondary schools to help coordinate the SHSM initiative. The SHSM initiative has grown substantially since this position began – we have since applied for three additional SHSMs at our schools in the areas of Business, Health/Wellness as well as Arts and Culture. We will be implementing four SHSM programs in our district next year. While the emphasis for this term position, in the past, has been on implementation of the SHSM initiative, the focus will slowly shift to more support of students in making appropriate decisions related to their secondary and post-secondary pathways.

This consultant will report to the Principal of Secondary Program and the Superintendent of Education (Secondary). The position is tied to grant money. This will be a term position to the end of June 2010.

RECOMMENDATION:

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approve the position of Pathways to Student Success Consultant until June 2010.

Brant Haldimand Norfolk Catholic District School Board

2008-09

Meetings and Events

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	6:30 pm	Celebration of the Arts – Sanderson Centre
May 6, 2009	6:00 pm	Notre Dame (C) 10 th Anniversary Open House
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