



**Committee of the Whole
Tuesday, March 23, 2010 7:00 pm
Board Room**

- 1. Call to Order**
 - 1.1 Opening Prayer – Joe McPherson, Chair of the Committee of the Whole
 - 1.2 Attendance

- 2. Routine Matters**
 - 2.1 Approval of the Agenda
 - 2.2 Declaration of Interest
 - 2.3 Approval of Minutes from the Committee of the Whole - February 16, 2010 Pages 3-8
 - 2.4 Business Arising from Minutes

- 3. Presentations and Delegations:**
 - 3.1 Student, Olivia Pomponio of Resurrection, placed first in the junior public speaking contest in the St. John's College Family of Schools.
 - 3.2 Student, Halle Sitarski of Christ the King, placed first in the intermediate public speaking contest in the St. John's College Family of Schools.

- 4. Committee and Staff Reports**
 - 4.1 Approved SEAC Minutes – February 10, 2010 Pages 9-11
Presenter: Dennis Blake, Trustee Representative on the SEAC
 - 4.2 Unapproved Budget Committee Meeting Minutes – February 23, 2010 Pages 12-14
Presenter: Dennis Blake, Chair of the Budget Committee
 - Budget Planning Pages 15-27
 - 4.3 Unapproved Policy Committee Minutes – March 9, 2010 Pages 28-29
Presenter: Bonnie McKinnon, Chair of the Policy Committee
 - 4.4 2010-11 School Year Calendar Pages 30-33
Presenter: Bill Chopp, Superintendent of Education
 - 4.5 Trustee Determination and Distribution Pages 34-36
Presenter: Wally Easton, Associate Director
 - 4.6 Student Trustee Report – March 2010 Pages 37-38
Presenter: Chris Radojewski, Student Trustee



5. Information and Correspondence

5.1 Letter from Minister Kathleen Wynn, Minister of Transportation Page 39

5.2 Letter from Minister Leona Dombrowsky, Minister of Education Page 40

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,
- The security of the property of the board;
 - The disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian;
 - The acquisition or disposal of a school site;
 - Decisions in respect of negotiations with employees of the board; or
 - Litigation affecting the board.

9. Report on the In-camera Session

10. Future Meetings and Events Page 41

11. Moment of Silent Reflection

12. Adjournment

Next meeting: CW – Tuesday, April 20, 2010 at 7:00 pm – Board Room



Committee of the Whole
Tuesday, February 16, 2010 7:00 pm
Board Room

Present: Trustees:

Joe McPherson (Chair, Committee of the Whole), Dennis Blake, Cliff Casey, Dan Dignard, Bonnie McKinnon, June Szeman

Senior Administration:

Cathy Horgan (Director of Education), Wally Easton (Associate Director, Corporate Services & Treasurer) Bill Chopp (Superintendent of Education)

Absent: Chris Radojewski (Student Trustee)

1. Call to Order

1.1 Opening Prayer

The meeting was opened with a prayer led by Joe McPherson, Chair of the Committee of the Whole.

2. Routine Matters

2.1 Approval of the Agenda

Moved by: Dan Dignard
Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approve the agenda for February 16, 2010.

Carried

2.2 Declaration of Interest: Nil

2.3 Approval of Minutes from the Committee of the Whole from January 19, 2010.

Moved by: Cliff Casey
Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approve the minutes from January 19, 2010.

Carried

2.4 Business Arising from Minutes: Nil



3. Presentations and Delegations:

Coordinator of Communications & Community Relations Tracey Austin provided the Board with an overview of the Kindergarten Registration Program. The activities and promotional items used during the month of January were highlighted.

4. Discussion Items

4.1 **Approved Special Education Advisory Committee Meeting Minutes of January 13, 2010**

Trustee Dennis Blake, representative on the Special Education Advisory Committee, reviewed the minutes from the meeting of January 13, 2010.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receive the minutes of the Special Education Advisory Committee meeting of January 13, 2010.

Carried

4.2 **Unapproved Catholicity Committee Minutes – January 27, 2010**

June Szeman, Chair of the Catholicity Committee, reviewed the minutes from the meeting of January 27, 2010. Comments included the areas of focus during the 2009-10 school year.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole receive the unapproved minutes from the Catholicity Committee Meeting from January 27, 2010.

Carried

4.3 **Unapproved Faith Advisory Committee Minutes – February 4, 2010**

June Szeman, Chair of the Faith Advisory Committee, reviewed the minutes from the meeting of February 4, 2010. Comments included the areas of focus during the 2009-10 school year.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole receive the unapproved minutes from the Faith Advisory Committee Meeting from February 4, 2010.

Carried

4.4 **Unapproved STSBHN Consortia Minutes – February 2, 2010**

Cliff Casey, Trustee representative on the Student Transportation Services Consortia, reviewed the minutes from the meeting of February 2, 2010. The issue of policies and procedures of the Consortia was raised. A meeting will occur for Trustees of the Board to review the Consortia Policies and Procedures and they will make recommendations, if necessary. A report will be provided to the Board in April for review and approval of the document going forward to the Consortia.



Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole receive the unapproved minutes from the STSBHN Consortia Meeting of February 2, 2010.

Carried

4.5 Unapproved Accommodation Committee Minutes – February 11, 2010

Cliff Casey Chair of the Accommodation Committee, reviewed the minutes from the meeting of February 11, 2010 and requested approval of the following recommendations:

THAT the Accommodations Committee recommend that Committee of the Whole refer the Surplus Property report to the Brant Haldimand Norfolk Catholic District School Board for approval to sell the former Sacred Heart School, Paris property by way of tender to the general public, subject to approval of the Ministry of Education.

THAT the Accommodations Committee recommend the Committee of the Whole refer the Primary Class Size Projects report to the Brant Haldimand Norfolk Catholic District School Board to delay the St. Peter School and the St. Bernard of Clairvaux School Primary Class Size Accommodation Projects until further information is received from the Ministry of Education.

THAT the Accommodations Committee recommend the Committee of the Whole refer the Providence Resource Centre report to the Brant Haldimand Norfolk Catholic District School Board for approval of:

1. THAT the Providence Resource Centre be demolished.
2. THAT Information Technology Services be moved to St. Mary School, Brantford, subject to the Engineers' reports.

THAT the Accommodations Committee recommend the Committee of the Whole refer the School Renewal Projects 2009-10 to the Brant Haldimand Norfolk Catholic District School Board for approval in the total amount of \$659,736.

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole receive the unapproved minutes from the Accommodations Committee Meeting from February 11, 2010.

Carried

THAT the Committee of the Whole refer the recommendations from the Accommodations Committee Meeting of February 11, 2010, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried



4.6 Unapproved Policy Committee Minutes – February 16, 2010

Bonnie McKinnon Chair of the Policy Committee reviewed the minutes from the meeting of February 16, 2010 and requested approval of the following recommendations:

THAT the Policy Committee recommends the Committee of the Whole refer the Revised Policy on Admission of Students to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommend the Committee of the Whole refer the Educational Partnerships Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommend the Committee of the Whole refer the Employee Expense Reimbursement policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

Moved by: Bonnie McKinnon

Seconded by: Cliff Casey

THAT the Committee of the Whole receive the unapproved minutes from the Policy Committee Meeting from February 16, 2010.

Carried

THAT the Committee of the Whole refer the recommendations from the Policy Committee Meeting of February 16, 2010, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

4.7 Quarterly Financial Report

Wally Easton, Associate Director reviewed the Quarterly Financial Report, ending November 2009. It was noted that several Ministry initiative grants are not included in the report. Since the report is, as of November 2009, it does not reflect the revised budget.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board receive the Financial Report – November 2009.

Carried

4.8 Technology and Student Achievement

Cathy Horgan Director of Education and Wally Easton Associate Director provided the Trustees with a report on technology as it relates to student achievement. IBM reviewed the Board's current practices and strategic plan in order to assess usage and infrastructure and evaluate its contribution to achieving the educational priorities of the Board. Secondly, IBM was to work with staff to create an educational technology plan for the Board that will ensure that the technology is embedded and embraced by teachers, and is an integral part of the teaching and learning of the Board's key achievement priorities.



Moved by: Dan Dignard
Seconded by: Cliff Casey

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receive the report on Technology and Student Achievement.

Carried

4.9 Twinned Schools Update

Cathy Horgan, Director of Education, reported that the original goals of twinned schools has been met and therefore recommends that the board continue to de-twin schools.

Moved by: Dan Dignard
Seconded by: Cliff Casey

THAT the Committee of the Whole recommend that the Brant Haldimand Norfolk Catholic District School Board approves the de-twinning of Blessed Sacrament School in Burford and St. Anthony Daniel School in Scotland and Our Lady of LaSalette in LaSalette and Our Lady of Fatima in Courtland, effective September 2010.

Carried

5. Information and Correspondence.

Cathy Horgan Director of Education distributed a draft copy of the Director's Annual Report – 2008-09. A copy will be placed on the Board's website. Distribution of a small quantity of hard copies will be sent to various organizations while many will receive a copy electronically. Mrs. Horgan commended Tracey Austin Coordinator of Communications & Community Relations, on her efforts in preparing this report.

Cliff Casey Trustee thanked senior administration for improving the information regarding water samples that is available on the Board's website.

Moved by: Dan Dignard
Seconded by: Cliff Casey

THAT the Committee of the Whole receive the information and correspondence since the last meeting.

Carried

6. Notices of Motion: Nil

7. Trustee Inquiries: Nil

8. Business In-Camera

Moved by: Bonnie McKinnon
Seconded by: June Szeman

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

Moved by: Dan Dignard

Seconded: by Bonnie McKinnon

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

Carried

10. Future Meetings

11. Moment of Silent Reflection

12. Adjournment

Moved by: Bonnie McKinnon

Seconded by: June Szeman

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourn the meeting of February 16, 2010.

Carried

Next Meeting: Tuesday, March 23, 2010 - Board Room



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

SEAC Minutes

February 10, 2010
Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

**Special Education Advisory Committee Meeting
Wednesday, February 10, 2010 – 7:00pm
Location: Fatima Resource Centre, 344 Erie Avenue, Brantford**

1. Opening Prayer

Terre Slaght opened the meeting with a prayer.

2. Opening Remarks and Attendance– Dianne Wdowczyk, Chair

Paul Sanderson welcomed guests and committee members to the meeting.

Present at the meeting were Dennis Blake, Dianne Wdowczyk, Paul Sanderson, Nancy Smith, Terre Slaght and Bill Chopp.

Absent from the meeting were Michelle Feeney, Lisa Stockmans, Colleen Demarest, Catherine Daly, Barb Mitchell, and Cathy Pearson.

3. Approval of Minutes – January 13, 2010

A motion was made to approve the January 13, 2010 SEAC minutes by Dennis Blake and seconded by Nancy Smith.

Approved

4. Approval of Agenda

The agenda was approved with the addition of a discussion regarding a presentation by Contact Brant. The agenda was approved on a motion moved by Nancy Smith and seconded by Dianne Wdowczyk.

Approved

5. Presentation

Dr. Dina Dalia provided a presentation to the committee on safe schools. This presentation included:

- Historical content
- Bill 212 overview
- Legislative changes – February 1, 2010
- Educational initiatives
- Suspension policy – PPM 141
- Expulsion policy – PPM 142
- Code of conduct – PPM 128
- Primary of the code
- Migrating factors
- Programs for students on long-term suspension or expulsion
- PPM 144 – Bullying prevention and intervention
- PPM 145 – Progressive Discipline
- Where are we in the process?



A question-and-answer session followed on the material presented.

Arden Smelser and Andrea Winger followed with an outline of information regarding Restorative Practices. The presenters covered informal through formal types of restorative practices including:

- Affective statements
- Affective questions
- Small impromptu conference
- Group or circle
- Formal conference

A second question-and-answer period followed regarding restorative practices.

Paul thanked the presenters and it was noted that future presentations be booked to revisit these topics and update the committee on work currently in progress in our school board.

6. Contact Brant Presentation

Paul Sanderson offered that Contact Brant provide the committee with further information on application centres. The committee was in favour of this presentation. Paul will contact Terre to arrange a suitable date.

7. Reports

7.1. Superintendent of Education - Bill Chopp

7.1.1. Regional Special Education Council (RSEC) Report

Bill Chopp presented an update of Ministry of Education focus areas for special education. Nine areas of focus were briefly discussed, as presented by Barry Findlay, Director of Special Education:

- Learning for All implementation
- New IEP Guide
- ABA Transitioning – Connections
- Audits
- Health & Safety – Labour standards related to special education students (i.e. training equipment)
- Children's Mental Health
- Budget changes
- SEAC training renewed
- Special Education Plan (updating of plan yearly)



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

SEAC Minutes

February 10, 2010
Catholic Education Centre
322 Fairview Drive
Brantford, ON N3T 5M8

7.1.2. Budget

Budget timeframes were provided by Bill Chopp for review by the committee.

8. Community Agency Updates - SEAC Members

Nancy Smith, Down Syndrome Association of Ontario, Autism Awareness will be held on March 21, 2010. Information will be sent by Nancy Smith to Heather Major to be distributed.

9. Business For Next Meeting

A presentation on elementary transition classrooms will be made.

10. Adjournment

Members were thanked for their attendance and the meeting was adjourned.

MINUTES AND RECOMMENDATIONS

BUDGET COMMITTEE February 23, 2010

AGENDA ITEM	MOTION
5c	THAT the Budget Committee recommend the Committee of the Whole refer the Budget Planning Report to the Brant Haldimand Norfolk Catholic District School Board for approval of the budget procedures as outlined in the Budget Procedures Manual.

RECOMMENDATION:

THAT the Budget Committee recommend the Committee of the Whole refer the unapproved minutes from the Budget Meeting of February 23, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

THAT the Budget Committee recommend the Committee of the Whole refer the recommendation from the Budget Meeting of February 23, 2010 to the Brant Haldimand Norfolk Catholic District School Board for approval.



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

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

**Budget Committee
Tuesday, February 23, 2010 – 3:00 p.m.
Haldimand Room, Catholic Education Centre**

Present: Dennis Blake (Chair), Cliff Casey, Wally Easton, Joe McPherson, June Szeman

1. Opening Prayer

Dennis Blake opened the meeting with prayer.

2. Approval of the Agenda

Moved by: Joe McPherson

Seconded by: June Szeman

THAT the Budget Committee approve the Agenda of February 23, 2010.

3. Approval of the Minutes

Moved by: June Szeman

Seconded by: Joe McPherson

THAT the Accommodations Committee approve the Minutes of January 6, 2010.

4. Declaration of Conflict of Interest: Nil.

5. Information Items:

a) Consideration for 2010-11 Budget

The Committee reviewed several issues regarding the development of the 2010-11 budget. The discussion centered mainly around the implementation of the Early Learning Program (ELP) as several outstanding concerns have not been addressed by the Ministry of Education. Also of concern is the new HST which will impact school boards, however, the total impact is still uncertain.

Moved by: Joe McPherson

Seconded by: June Szeman

THAT the Budget Committee recommend the Committee of the Whole refer the Considerations for 2010-11 Budget to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried.



BRANT HALDIMAND NORFOLK Catholic District School Board

Minutes

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b) Draft 2010-11 Goals

The Committee discussed the draft report on Administration's proposed goals for 2010-11. The Committee would like to see more detail on how the goals will be met and how success will be measured. Staff will bring further information to the next meeting.

Moved by: June Szeman

Seconded by: Joe McPherson

THAT the Budget Committee recommend the Committee of the Whole refer the Draft 2010-11 Goals Report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

c) Budget Planning

The Budget Procedures Manual was reviewed. There will be four Budget Committee meetings as scheduled. It was noted that more information on the budget as it is developed will be made available to the public on the Board's website.

Moved by: Joe McPherson

Seconded by: June Szeman

THAT the Budget Committee recommend the Committee of the Whole refer the Budget Planning Report to the Brant Haldimand Norfolk Catholic District School Board for approval of the budget procedures as outlined in the Budget Procedures Manual.

Carried

6. **Trustee Enquiries:** Nil.

7. **Business of the In-Camera Session**

Moved by: June Szeman

Seconded by: Joe McPherson

THAT the Budget Committee move to an In-Camera Session.

6. **Report on the In-Camera Session**

Moved by: Joe McPherson

Seconded by: June Szeman

THAT the Budget Committee approve the business of the In-Camera Session.

7. **Adjournment**

The meeting was adjourned at 3:55 p.m.

Next meeting: The next meeting is scheduled on Tuesday, April 20, 2010 – 2:00 p.m.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer
Presented to: Budget Committee
Submitted on: February 23, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

BUDGET PLANNING
Public Session

BACKGROUND INFORMATION:

Each year staff, prepare a Budget Procedures Manual to guide staff in the preparation of departmental budgets and provide a timetable for the budget process.

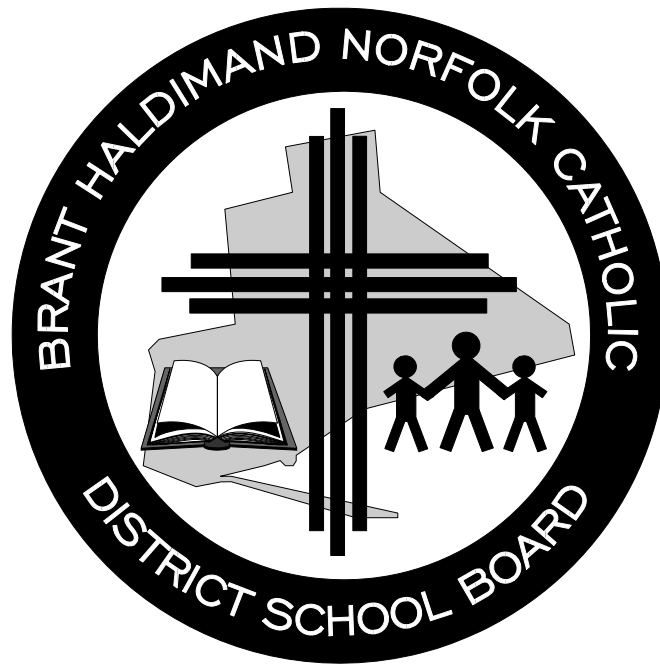
DEVELOPMENTS:

Attached is the proposed 2010-11 Budget Procedures Manual. There are few changes to past years' procedures. One notable change is that the opportunity for community input will be provided through periodic reports regarding budget development that will be posted on the Board's website. This process was started last year and will be expanded this year. Community members will have the opportunity to comment on the budget by email or can request to make a presentation at one of the scheduled Budget Committee meetings.

RECOMMENDATION:

THAT the Budget Committee recommend the Committee of the Whole refer the Budget Planning report to the Brant Haldimand Norfolk Catholic District School Board for approval of the budget procedures as outlined in the Budget Procedures Manual.

**Brant Haldimand Norfolk Catholic
District School Board**



2010 - 11
BUDGET PROCEDURES MANUAL
(September 1, 2010 to August 31, 2011)

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ACTION PLAN AND TIME LINE

The following is an Action Plan with suggested time lines for the development of the 2010-11 Budget. This will identify the opportunity for input from the various groups and outline clear time lines.

ACTION	TIME LINE
Budget Procedures Manual to be prepared and distributed to all superintendents, principals and department managers.	February 2010
Departmental expenditure estimates to be prepared in consultation with all relevant persons, consolidated, prioritized and forwarded to the Finance Department.	March/April 2010
Finance Department to summarize, collate and consolidate all departmental submissions and prepare Preliminary Expenditure Estimates.	April/May 2010
Analysis of Preliminary Expenditures and Estimates by Administrative Council.	May 2010
Board to receive and review the Preliminary Estimates.	June 2010
Board to approve the Final Budget.	June 2010

BUDGET PROCESS

The purpose of a budget process is to provide, in a consolidated form, the necessary guidelines for its preparation. The prime objective of a set of budget guidelines is to serve as a guide to those involved in the budgetary process by providing instructions that are clear, concise and easy to understand.

The Associate Director, Corporate Services & Treasurer, has the responsibility of coordinating the overall budget material into a consistent and readable format. The Superintendents have the responsibility for developing and coordinating the budgets within their areas of responsibility. Principals and department managers have similar responsibilities with respect to their individual school and department.

Expenditure Estimates

A set of expenditure estimates will be established for each department (a school is considered to be an operating department). Each department will submit a complete set of expenditure estimates on the prescribed forms.

Departments should carefully consider all expenses when developing the 2010-11 Budget. Assume staffing levels in each department cannot increase over the 2009-10 year level, without acceptable explanations. All supplies and services must be reviewed and justified in the budget submission. It may be necessary to amend the projected expenditures in the light of any changes in revenue, however, this will not be known until later. Departments should consider the 2009-10 year budget as a MAXIMUM limit for 2010-11.

The following should be used to establish 2010-11 expenditure budgets:

Salaries and Benefits:

- Actual staff salary costs projected to be in effect at September 1, 2010 for the period September 1, 2010 to August 31, 2011.

Expenses:

- Instructional: Budgeted on an as required basis, but not more than the 2009-10 year budget unless there are acceptable explanations for an increase.
- Non-Instructional: Budgeted on an as required basis, but not more than the 2009-10 year budget.

Major Maintenance/Capital Expenditures:

- Estimated expenditures based on identified projects to be completed in the period September 1, 2010 to August 31, 2011. The total is not to exceed the 2009-10 year budget (and the estimated School Renewal Grant) or as provided in the Long-Term Capital Plan.

Transportation:

- Fees should be budgeted on the basis of the contracts in place at September 1, 2010 times the number of routes required.

Other Expenses:

- All other expenses should be based on actual, identified needs in this period, i.e., September 1, 2010 to August 31, 2011.

Accordingly, in order to meet the overall expenditures target, it will be necessary to follow these guidelines in the setting of each department s (including school s) individual budget:

- That all 2010-11 year program and service levels in individual departments will have to be justified on an as needed basis.
- That the cost of any proposed new programs or changes in current programs or services, be offset by a reduction in other current programs or services or by specific revenues or grants and accompanied by documentation supporting the proposal.
- That the size of individual classrooms, elementary and secondary, be set at the levels allowable under existing collective agreements or legislation, as appropriate.
- That schools give priority to educational programs in developing school budget estimates. Co-curricular and extra-curricular activities shall be closely examined to ensure that priorities are appropriate.

Other Expenses (continued)

- That each school review all expenditures under the school's control with its School Council.

Revenue Estimates

Beginning January 1, 1998 and continuing thereafter, the Province establishes the mill rates to be levied and school boards will not have any further access to the property tax. Property taxes will continue to be collected for education purposes on residential and commercial/industrial properties, however.

As previously indicated, the Ministry of Education has not yet released any technical documents which pertain to the 2010-11 budget year. Administration will use the 2009-10 technical information, amended as indicated, to calculate initial revenue estimates. The actual regulations, forms and computer files may not be available for several weeks, and ultimately, these will have to be completed and filed with the Ministry to determine the Board's revenue. It may be that when such official forms are completed, the initial estimates will have to be revised.

Role of Superintendents

The following sets out the major areas of responsibility for Superintendents in the Budget process:

SUPERVISORY OFFICER	AREA OF RESPONSIBILITY
Director of Education, Cathy Horgan	<ul style="list-style-type: none"> • General Administration
Associate Director, Wally Easton	Human Resources <ul style="list-style-type: none"> • Employee Hiring and Retirements • Employee Assistance Plan
	Business <ul style="list-style-type: none"> • Business Departments • Salaries and Benefits - all areas • Debt Servicing Costs • Capital Expenditures • Plant Operations • Administrative Technology • Transportation and Planning • Other Non-Instructional Expenditures • Revenue - Provincial and Other • School Supplies • Instructional Operations budgets
Superintendent of Education, Trish Kings	Program - Elementary <ul style="list-style-type: none"> • Programs and Curriculum • Technology in the Classroom • Family Life/Religion • Outdoor Education • Design and Technology • Staff Professional Development - Academic
Superintendent of Education, Bill Chopp	Special Education <ul style="list-style-type: none"> • Allocation of Educational Assistants • Special Education Resource Teachers • Special Needs Students and Classes • Home Instruction/Home Schooling
Superintendent of Education, Chris Roehrig	Program - Secondary <ul style="list-style-type: none"> • Programs and Curriculum • Technology in the Classroom • Family Life/Religion • Design and Technology • Continuing Education • Alternative Education • Heritage Education Staffing <ul style="list-style-type: none"> • Academic Staff

Superintendents will be responsible for the preparation and collation of budget information in their respective areas for the System as a whole.

Role of Administrative Council

Based on the submissions from all departments (including schools), Administrative Council will review and analyze the 2010-11 Preliminary Expenditures Estimates in April 2010. Administrative Council will determine what action(s) might be necessary to comply with the Board's directions and guidelines as well as any legislative compliance that is necessary. Administrative Council will prepare a complete set of 2010-11 Preliminary Expenditure Estimates for presentation to the Budget Committee in May 2010, together with such recommendations as may be appropriate with respect to any additions, deletions or changes to such estimates. Any recommendations are to be prioritized by Administrative Council and will include information as complete as is reasonably possible regarding their effect on schools and programs, where applicable.

Role of the Community

As the budget is developed information will be posted on the Board's website for the public to review. The public is encouraged to participate in the Budget Process by responding to information posted on the website or by presentations at one of the scheduled Budget Committee meetings.

This provides the public an opportunity to collaborate on Board activities, including fiscal actions. The Budget process offers a specific opportunity to the public (whether or not they are ratepayers) and each school community, in particular, to become involved in the determination of the Budget. In addition, members of each school community should be invited to share in the budget setting process at the school level, along with the school's administration and staff. School administration shall meet with its School Council and seek its input with respect to the proposed expenditures under its control.

Role of the Budget Committee

The role of the Committee is to provide staff with direction and priorities for the coming year and to review the draft budgets presented by staff. The Committee will ensure adequate input from stakeholders, including the public, and ensure the budget addresses the concerns to the extent possible. The Committee will provide comment on the proposals made by staff and present the final budget document to the Board of Trustees for approval. The Budget Committee has the responsibility of guiding the process and ensuring the budget is prepared in a manner which addresses the needs of the system and is completed as required by the Ministry of Education.

Role of the Board of Trustees

The primary role of the Board of Trustees' is to establish the goals and objectives for the

year and to approve the final budget. It is the Board of Trustees' prerogative to determine the extent to which it wishes to become involved in the budget preparation process and how it wishes to conduct a review of the various stages of the process. The Board may, at any time, request detailed, specific information from Administration to assist in this review.

The Board may also wish to establish, in advance, overall targets or goals that are to be met or to establish other guidelines what would be used in the preparation of the annual budget estimates. The Board can determine the extent to which it involves ratepayers and other system stakeholders, however, the budget process must be open, except as provided under the Education Act or other applicable legislation.

However, while the Board may delegate the initial responsibility for the preparation of an annual budget to its administration and might invite comment and advice from the general public, ratepayers, parent groups, staff groups, etc. it has the ultimate responsibility under the Education Act, to prepare and adopt annual estimates.

Estimates

231. (1) Every board, before the beginning of each fiscal year and in time to comply with the date set under clause (7)(c), shall prepare and adopt estimates of its revenues and expenditures for the fiscal year, and the estimates;

- shall set out the estimated revenues and expenditures of the board, including debt charges payable by the board or on its behalf by the council of the municipality, a county, a regional or district municipality of the County of Brant;
- shall provide for a projection of any surplus or deficit arising in the fiscal year immediately preceding the fiscal year, as calculated by the treasurer of the Board;
- shall make due allowance for a surplus of any previous fiscal year that will be available during the current fiscal year, including a surplus projected under clause (b);
- shall provide for any deficit of any previous fiscal year, including a deficit projected under clause (b);
- shall provide for allocations to reserve funds as required by the regulations made under section 232;
- may provide for a reserve for working funds of a sum not in excess of five percent (5%) of the expenditures of the board for the preceding fiscal year, but where the sum accumulated in the reserve is equal to or more than 20 percent (20%) of those expenditures, no further sum shall be provided; and
- subject to clause (d), shall not provide for any deficit.

231. (2) Balanced Budget

In meeting the requirements of clause (1)(a), the board shall ensure that its estimated expenditures do not exceed its estimated revenues.

The Board must balance its desire to provide the best possible education for its students with the resources available to it. While the Board will consult with local interest groups, it cannot abdicate the requirement to act as a responsible corporate body in fiscal matters. It must, by law, balance the annual budget and if expenditures exceed revenues, develop a plan to take corrective action.

The Board should finalize the 2010-11 Budget (assuming final revenue information has been released in a timely fashion) not later than June 30, 2010 for submission to the Province at that time.

DETAILED INSTRUCTIONS

Department Budgets (Other Than School)

Each superintendent/manager will prepare his/her department's 2010-11 expenditure estimates in the manner described above under the heading Expenditure Estimates. Forms will be provided for this purpose along with certain specific back-up information as deemed appropriate or necessary. These forms should be completed and forwarded to the Finance Department in accordance with the attached schedule.

School Staffing

Enrolment estimates for 2010-11 will be established in consultation with the Finance Department. These will be used in the application of formulas to determine staffing requirements. The Superintendents of Education will determine staffing requirements in conjunction with the elementary and secondary school principals. These results will be collated by the Superintendents in consultation with the Manager of Human Resources so that a system-wide calculation of overall staffing needs can be determined. This overall summary will be presented to Administrative Council by the Superintendents and submitted to the Finance Department in accordance with the attached schedule.

School Supplies and Texts, Etc.

Elementary and secondary school supplies and texts, etc., will be reviewed by the Superintendents of Education and submissions will be based on assessed needs. This includes all areas, including texts, supplies, furniture and equipment, etc. For the purposes of determining the 2010-11 Preliminary Estimates, the total amount for school budgets will be set at the same amount per pupil as 2009-10, but based on projected enrolment. These amounts may be subject to revision when more precise information is known about the 2010-11 school year, including refined enrolment projections.

A Committee, made up of Finance Department Staff and Principals and Superintendents will examine the Curriculum budget and how it might be allocated between schools and central budgets. The intent is to ensure the schools have sufficient funds for classroom materials and textbooks, but also that system-wide initiatives have the financial support required.

Forms will have to be completed and submitted by the schools to the Finance Department setting out each school's allocation of its supplies and texts, etc., budget.

Building/Maintenance Requirements

Regular building maintenance is budgeted by the Facilities Operations staff based on historical trends and anticipated needs.

The School Renewal Budget is a closed envelope and is intended to address larger project needs, such as roof replacements, mechanical/electrical upgrades, small additions, etc. The amount of the allocation is a function of the Ministry formula and a Board's enrolment. This amount will be included in the budget, but a more detailed report on the specific projects for 2010-11 will be submitted to Board in the Fall.

Timetable for Estimates

2010 - 2011 BUDGET TIMETABLE		
Date	Responsibility	Procedure
February 22 nd	Associate Director	Review Timetable at Admin Council
February 23 rd	Associate Director	Budget Committee – Planning and Goal setting
March 1 st	Manager of Finance	Budget Templates to S.O's and Managers
March 11 th	Manager of Human Resources	Benefit Rates
March 23 rd	Director	Committee of the Whole - Goal Setting
March 26 th	Manager of Finance	Base Salary & Benefits Costing
March 30 th	Superintendent - Staffing	Preliminary Enrolment Projections
March 30 th	Superintendents and Managers	Draft Expenditure Budgets to Associate Director
April 6 th	Associate Director / Superintendents	Present Draft Expenditure Budgets to Administrative Council - Curriculum & Special Ed Budgets - Staffing - Corporate Services Budget
April 12 th	Administrative Council	Update Enrolment Projections Finalize School Allocations

2010 - 2011 BUDGET TIMETABLE

Date	Responsibility	Procedure
April 20 th	Associate Director	Present to Budget Committee Draft Budgets for: - Special Education - Curriculum - Administration - Transportation - School Operations - Information Technology
April 26 th	Associate Director / Administrative Council	Review Revised Expenditure Estimates
April 29 th	Manager of Finance	Complete Revenue Estimates Complete Draft Expenditure Budget
May 3 rd	Associate Director Sup't of Education (Staffing)	Present Budget Draft to Administrative Council Present Teaching Staff Calculation to Administrative Council
May 18 th	Associate Director Sup't of Education (Staffing)	Draft to Budget Committee Present Teaching Staff Calculation to Budget Committee
June 8 th	Associate Director	Review Final Draft with Budget Committee
June 15 th	Associate Director	Final Budget to Committee of the Whole
June 22nd	Chair of Budget Committee	Final Budget to Board



**Policy Committee
Tuesday, March 9, 2010
Trustees' Lounge**

Present: Bonnie McKinnon (Chair), Dennis Blake, Cliff Casey, Dan Dignard, Cathy Horgan, Joe McPherson, June Szeman

Absent:

1. Opening Prayer

The meeting opened with a prayer led by Bonnie McKinnon.

2. Approval of the Agenda

Moved by: Dan Dignard

Seconded by: June Szeman

THAT the Policy Committee approve the agenda for the March 9, 2010 meeting.

Carried

3. Approval of Minutes

Moved by: June Szeman

Seconded by: Dan Dignard

THAT the Policy Committee approve the minutes from the February 16, 2010 meeting.

Carried

4. Discussion Items

4.1 Revised Policy: Purchasing

Director of Education Cathy Horgan reviewed the draft of the revised Purchasing Policy. A number of questions were raised and amendments were suggested. The Committee has referred the draft back to staff, and will be reviewed at the April 27 Policy Committee Meeting.

4.2 Review of Board By-laws

Subsequent to a presentation on Roberts Rule of Order facilitated by John Kostoff, the Director of Education for the Dufferin-Peel Catholic District School Board, the Brant Haldimand Norfolk Catholic District School Board by-laws were reviewed. Discussion occurred on the first half of the by-laws and a number of suggestions and edits were recommended. A revision of this section will be drafted taking into account the major parts of the discussion and concerns expressed. The second half of the document, as well as the revised first section, will be reviewed at the April 27 Policy Committee Meeting.

4.3 Update on Schedule of Policies

Deferred.



**Brant Haldimand Norfolk
Catholic District School Board**

Minutes

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

5. Moment of Silent Reflection

6. Adjournment

Moved by: Dan Dignard

Seconded by: June Szeman

THAT the Policy Committee adjourn the meeting of March 9, 2010.

Carried

Next Meeting: Tuesday, April 27, 2010 at 3:00 p.m. - Trustees' Lounge

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

Prepared by: Bill Chopp, Superintendent of Education
Presented to: Board of Trustees
Submitted on: March 23, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

2010-11 SCHOOL YEAR CALENDAR

Public Session

BACKGROUND INFORMATION:

Regulation 304 of the Education Act outlines the requirements for preparation and submission of school year calendars. Each Ontario School Board is to submit their school year calendars by May 1st of each year.

Based on Regulation 304:

- For 2010-11, there are 193 school days between Tuesday, September 7, 2010 and June 30, 2011.
- Since the school year must have a minimum of 194 school days, we are required to designate a day prior to September 7, 2010 as a school day.
- Boards must designate two school days as professional activity days devoted to professional development activities related to specific provincial education priorities.
- Boards may also designate up to four extra days as professional activity days.
- The remaining school days shall be instructional days.

DEVELOPMENTS:

The School Year Calendar Committee, consisting of a representative from the Board of Trustees, OECTA, OSSTF, Principals' Association, Regional School Council, Curriculum and Special Education Departments, and Senior Administration, has reviewed a draft copy of the school year calendar as well as options for the 2010-11 school year.

Each year efforts are made to coordinate our School Year Calendar with the Grand Erie District School Board in order to achieve efficiencies in transportation. The committee discussed possible professional development days and Board designated holidays and support the following submission to the Ministry of Education:

- That Thursday, September 2, 2010 be designated as the school day prior to September 7, 2010. This day shall be a *System Faith Day* professional activity day.
- Six professional activity days have been allocated, of which a minimum of two will be devoted to the 2010-11 provincial education priorities of special education and improved student achievement.

Enclosed are the proposed calendars for elementary schools and secondary schools.

RECOMMENDATION:

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approve the 2010-11 School Year Calendars for Elementary and Secondary Schools as presented.



BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

2010-11 SCHOOL YEAR CALENDAR

Professional Activity Days

Date	Elementary	Secondary
September 2, 2010	System Faith Day	System Faith Day
October 18, 2010		System Workshops Curriculum / Special Education
November 1, 2010	School Based	System Workshops Curriculum / Special Education
January 10, 2011	Report Cards	
February 3, 2011	System Workshops Curriculum / Special Education	School Based Curriculum / Special Education
April 8, 2011	System Workshops Curriculum / Special Education	System Workshops Curriculum / Special Education
June 6, 2011	Report Cards	
June 30, 2011		School Based

Date	Educational Assistants / Child & Youth Workers
September 2, 2010	System Faith Day
November 1, 2010	System Workshops
February 3, 2011	System Workshops
April 8, 2011	System Workshops





2010-11 SCHOOL YEAR CALENDAR

ELEMENTARY SCHOOLS

	1 st Week					2 nd Week					3 rd Week					4 th Week					5 th Week				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September (18)			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
			B	P	B	H																			
October (20)					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
											H														
November (21)	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
	P																								
December (13)			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																B	B	B	B	B	B	B	B	B	B
January (20)	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
						P																			
February (18)		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28				
				P												H									
March (18)		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
											B	B	B	B	B										
April (18)					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
										P										H	H				
May (21)	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
																H									
June (21)			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
						P																			

The 2010-2011 School Year Calendar provides for 194 Instructional Days of which 6 are Professional Activity Days.

 Professional Activity Day - ALL
 Professional Activity Day - ELEM

 School Holiday
 Statutory Holiday

Professional Activity includes:

- professional development of staff;
- special education;
- curriculum development and evaluation; and
- evaluation of the progress of pupils.

Date

- Sept. 2/10
- Nov. 1/10
- Jan. 10/11
- Feb. 3/11
- Apr. 8/11
- June 6/11

Staff Involved

- Faith Day (all staff)
- Principals, Teachers, EAs, CYWs
- Principals, Teachers, **Elementary** only
- Principals, Teachers, EAs, CYWs
- Principals, Teachers, EAs, CYWs
- Principals, Teachers, **Elementary** only



2010-11 SCHOOL YEAR CALENDAR

SECONDARY SCHOOLS

	1 st Week					2 nd Week					3 rd Week					4 th Week					5 th Week				
	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
September (18)			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
			B	P	B	H																			
October (19)					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
											H					P									
November (21)	1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
	P																								
December (13)			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
																B	B	B	B	B	B	B	B	B	B
January (19)	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
																				E	E				
February (16)		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28				
		E	E	P												H									
March (18)		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
											B	B	B	B	B										
April (18)					1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
										P										H	H				
May (21)	2	3	4	5	6	9	10	11	12	13	16	17	18	19	20	23	24	25	26	27	30	31			
																H									
June (15)			1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	
																		E	E	E	E	E	E	P	

The 2010-2011 School Year Calendar provides for 194 Instructional Days of which 6 are Professional Activity Days.

- Professional Activity Day - ALL
- Professional Activity Day - SEC
- Statutory Holiday
- School Holiday
- Secondary Examination Day

Professional Activity includes:

- professional development of staff;
- special education;
- curriculum development and evaluation; and
- evaluation of the progress of pupils.

Date

- Sept. 2/10
- Oct. 18/10
- Nov. 1/10
- Feb. 3/11
- Apr. 8/11
- June 6/11
- June 30/11

Staff Involved

- Faith Day (all staff)
- Secondary** Principals, Teachers
- Principals, Teachers, EAs, CYWs
- Principals, Teachers, EAs, CYWs
- Principals, Teachers, EAs, CYWs
- Principals, Teachers, **Elementary** only
- Principals, Teachers, **Secondary** only

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer
Presented to: Committee of the Whole
Submitted on: March 23, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

TRUSTEE DETERMINATION & DISTRIBUTION - 2010 ELECTIONS Public Session

BACKGROUND INFORMATION:

The municipal elections to be held in October 2010 will include the election of school board trustees. In preparation for the election, school boards are required to determine the number of trustees to be elected and the distribution of those trustees as allowed under Regulation 412/00 of the *Education Act*. In addition, school boards must determine whether or not to designate a trustee to low population areas. The rationale for designation of a trustee to low population areas is to ensure representation to areas in which there may be insufficient population to justify a trustee based solely on the calculation.

DEVELOPMENTS:

The Brant Haldimand Norfolk Catholic District School Board has four municipalities: the City of Brantford and the Counties of Brant, Haldimand and Norfolk.

The Board must approve the following:

- 1. The Number of Trustees According to the Population of the Electoral Group:**
 - As the Brant Haldimand Norfolk Catholic District School Board has an electoral population less than 45,000, the number of trustees for the board is six. (*Regulation. 412/00*).
- 2. Low Population Representation:**
 - Based on the distribution, there is no need to designate a trustee to a low population area.
- 3. The Distribution of Trustees:**
 - Attached is a spreadsheet (Appendix A) showing the proposed allocation and the comparison to 2006. The distribution is proposed to be the same as the present allocation of trustees to municipalities.

RECOMMENDATION:

THAT the Committee of the Whole recommend the Brant Haldimand Norfolk Catholic District School Board approve the following:

1. THAT, for purposes of the 2010 election, the number of trustees is determined to be six.
2. THAT, for purposes of the 2010 election, the Brant Haldimand Norfolk Catholic District School Board has not designated any low population areas within its jurisdiction.
3. THAT, for the purposes of the 2010 election, the Brant Haldimand Norfolk Catholic District School Board has determined the distribution of trustees to be two trustees for the City of Brantford, two trustees for the County of Norfolk, one trustee for the County of Brant and one trustee for the County of Haldimand.

BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD

TRUSTEE DISTRIBUTION CALCULATION - 2010

	Electoral Population				Trustee Distribution	
	2000	2003	2006	2010	Electoral Quotient	Number of Trustees
City of Brantford	17,128	17,568	16,886	16,233	2.688	2
County of Brant	4,615	4,891	4,736	4,777	0.791	1
County of Haldimand	5,065	5,182	5,108	4,970	0.823	1
County of Norfolk	11,650	11,294	10,664	10,249	1.697	2
Total Board	38,458	38,935	37,394	36,229	6.000	6

TRUSTEE DETERMINATION - 2010

Trustee Determination by Electoral Population

- the number of trustees for Boards with an electoral population of less than 45,000 is 6 trustees.

Trustee Determination by Population Density

- the number of trustees may be increased if the density factor is less than 4.0

- the population density = $\frac{\text{electoral population}}{\text{area in square kilometers}}$

$$= \frac{36,229}{4,067}$$

$$= 8.91$$

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

Prepared by: Chris Radojewski, Student Trustee
Presented to: Committee of the Whole
Submitted on: March 23rd, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

STUDENT TRUSTEE REPORT – MARCH 2010

Public Session

BACKGROUND INFORMATION:

The Student Senate met twice, once before Christmas, and once afterwards with a break in January to focus on exams. The Student Senate continued to discuss topics of interest to students that had been brought forward by Superintendent Roehrig or individual senators. The Senate currently is looking for another volunteer project to enlist the help of students from all schools. However, much of the focus has been towards the upcoming Leadership Symposium and Symposiums in the future.

DEVELOPMENTS:

The Student Senate has set an outline for the 10th Annual Leadership Symposium being held on May 25, 2010. The theme of this year's Symposium is "Working Together and Going Forward" with keynote motivational speakers, David Major and Chris Wilson. David Major has spoken to thousand of students around the world and is renowned for his presentations on "Motivate Yourself". Chris Wilson, a local speaker, will motivate students to bond together through his talk and group activities.

Chris Radojewski, Student Trustee, was privileged to travel to Ottawa for the Ontario Student Trustees' Association's (OSTA) Board Council Conference. The conference was very informative and enlightening. The keynote speaker was James K. Bartleman, former Lieutenant Governor of Ontario. Other speakers included Cath Cury of Ottawa-Carleton DSB, and Mary Murphy of St. Joseph's Parish in Ottawa. Steven Slowka, Student Trustee of the Halton CDSB gave a presentation on mental health. A volunteer activity for the Catholic Student Trustees was helping out at a local food shelter.

School News

St John's College (SJC) hosted a successful Pep Rally for Valentine's Day and a glow in the dark dance. SJC offers congratulations to the two bands that each placed Silver at the Regionals in their respective categories.

Holy Trinity (HT) hosted a Valentine's Dance that was well received. Stew Saunders, a renowned motivational speaker spoke to students about standing out. Holy Trinity just finished a "Citrus" fundraiser to support an outdoor scoreboard which they are trying to purchase for their field. At the Regionals, Holy Trinity's two bands placed Silver and Gold in their respective sections.

Assumption College School (ACS) had a record number attendance at their Junior Semi. They also had a very successful Battle of the Houses. For Valentine's Day, ASC School Seniors visited St. Joseph's Lifecare Centre and the John Noble Home for the Valentine's Outreach. It was an enlightening experience for the students and lots of fun for many of the seniors. Assumption College School celebrated Olympic Week with a decorated cafeteria and a "Dress Down Day in Red and Olympic Themed Clothing". The school also hosted a Mock Trial Competition to prepare for the Regionals being held at the end of March.

RECOMMENDATION:

THAT the Committee of the Whole refer the Student Trustee Report - March 2010 report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Ministry of
Transportation**

Office of the Minister

Ferguson Block, 3rd Floor
77 Wellesley St. West
Toronto, Ontario
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www.mto.gov.on.ca

**Ministère des
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FEB 24 2010

Ms. June Szeman
Chair of the Board
Brant Haldimand Norfolk
Catholic District School Board
322 Fairview Drive, PO Box 217
Brantford, Ontario
N3T 5M8

Dear Ms. Szeman:

Thank you for your letter congratulating me on my appointment. I appreciate your best wishes as I embark on this new and exciting opportunity.

Ontarians expect and deserve a transportation system that is efficient, reliable and sustainable. As Minister of Transportation, I am committed to ensuring that our transportation system will keep Ontario's roads safe, support Ontario's competitiveness, foster its economic growth, and meets the expectations of Ontarians.

I am confident that I can count on your support as this ministry continues to build on road safety measures that have helped make our roads among the safest in North America.

Thank you again for your letter.

Sincerely,

A handwritten signature in black ink that reads "Kathleen Wynne". The signature is written in a cursive, flowing style.

Kathleen Wynne
Minister

Ministry of Education

Ministère de l'Éducation

Minister

Ministre

Mowat Block
Queen's Park
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February 18, 2010

Ms. June Szeman
Chair of the Board
Brant Haldimand Norfolk Catholic District School Board
322 Fairview Drive
PO Box 217
Brantford ON N3T 5M8

Dear Ms. Szeman,

Thank you for your kind letter congratulating me on my appointment as Minister of Education. I am pleased and honoured to be given this opportunity by Premier McGuinty.

I welcome the opportunity to work collaboratively with all our partners to make Ontario's public education system the best possible and ensure our students reach their full potential. Our government continues to move forward on its commitments to the key education priorities of lower class sizes for primary students, supporting higher levels of student achievement and increasing the secondary school graduation rate.

This is clearly an exciting time for Ontario's publicly funded education system. There has been so much positive change over the past few years, and our government's new early learning initiative, set to be phased in beginning this September, is an investment in Ontario's future.

Thank you again for your support and encouraging words.

Sincerely,

A handwritten signature in cursive script that reads "Leona Dombrowsky".

Leona Dombrowsky
Minister of Education

Brant Haldimand Norfolk Catholic District School Board

2009-10

Trustee Meetings and Events

March 30, 2010	7:00 pm	Board Meeting
April 2, 2010		Good Friday
April 5, 2010		Easter Monday
April 6, 2010	3:00 pm	Accommodation Committee
April 7, 2010	5:00 pm 7:00 pm	Catholic Student Leadership Awards Dinner - Holy Trinity Catholic Student Leadership Awards Presentations
April 14, 2010	7:00 pm	SEAC
April 16, 2010		PA Day
April 20, 2010	3:00 pm	Budget Committee
April 20, 2010	7:00 pm	Committee of the Whole
April 27, 2010	3:00 pm	Policy Committee
April 27, 2010	7:00 pm	Board Meeting
April 28-30		Board Art Show
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	5:30 pm 6:30 pm	Celebration of the Arts (viewing) – Sanderson Centre Celebration of the Arts (performances)
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	3:00 pm	Budget Committee (tentative date)
May 18, 2010	7:00 pm	Committee of the Whole
May 24, 2010		Victoria Day
May 25, 2010	1:00 pm	Student Transportation Services BHN
May 25, 2010	7:00 pm	Board Meeting
May 27, 2010	7:00 pm	Jean Vanier Blessing
June 3-5, 2010		CCSTA AGM - Ottawa
June 8, 2010	3:00 pm	Policy Committee
June 8, 2010	3:00 pm	Budget Committee (tentative date)
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 25, 2010	7:00 pm	ACS Graduation
June 25, 2010	7:00 pm	Holy Trinity Graduation
June 29, 2010		Last Day of Classes
June 29, 2010	7:00 pm	St. John's College Graduation – Sanderson Centre
June 30, 2010		PA Day