



**BRANT HALDIMAND NORFOLK  
Catholic District School Board**

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

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**Committee of the Whole  
Tuesday, September 21, 2010 7:00 pm  
Boardroom**

**Members: Trustees:**  
June Szeman (Chair), Dennis Blake, Cliff Casey, Dan Dignard, Bonnie McKinnon, Joe McPherson, Ayna Poremba (Student Trustee)

**Senior Administration:**  
Cathy Horgan (Director of Education), Wally Easton (Associate Director, Corporate Services & Treasurer), Bill Chopp (Superintendent of Education), Trish Kings (Superintendent of Education), Chris Roehrig (Superintendent of Education)

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- 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 – June 15, 2010 Pages 3-10
  - 2.4 Business Arising from Minutes
  
- 3. Presentations and Delegations: Nil**
  
- 4. Committee and Staff Reports**
  - 4.1 Unapproved SEAC Minutes – September 8, 2010 Pages 11-12  
Presenter: Dennis Blake, Trustee Representative on the SEAC
  - 4.2 Start-up Enrolment and School Organizations to be distributed  
Presenter: Chris Roehrig, Superintendent of Education
  - 4.3 EQAO Results for Primary, Junior and Grade 9 Pages 13-17  
Presenters: Trish Kings, Chris Roehrig, Superintendents of Education
  - 4.4 Financing for Central Office Reorganization Pages 18-19  
Presenter: Wally Easton, Associate Director, Corp. Services & Treasurer



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- 4.5 Election Compliance Audit Committee Pages 20-22  
Presenter: Wally Easton, Associate Director, Corp. Services & Treasurer
- 4.6 Honoraria for Board Members Pages 23-25  
Presenter: Wally Easton, Associate Director, Corp. Services & Treasurer
- 4.7 Father Fogarty Awards Page 26  
Presenter: Cathy Horgan, Director of Education
- 5. Information and Correspondence**
- 6. Notices of Motion**
- THAT, for the school years 2011-12 and beyond, the Brant Haldimand Norfolk Catholic District School Board will determine the number of full-day kindergarten classes that can be offered each year based on the total provincial funding provided for the Early Learning Program for each phase. This includes total funding for operating and capital purposes.
- Moved by: Cliff Casey
- 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** Pages 27-28
- 11. Moment of Silent Reflection**
- 12. Adjournment**
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**Next meeting:** Tuesday, October 19, 2010 at 7:00 pm – Boardroom



**Committee of the Whole  
Tuesday, June 15, 2010 7:00 pm  
Boardroom**

**Present: Trustees:**

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

**Senior Administration:**

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

**Absent:**

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**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: Cliff Casey  
Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda for the June 15, 2010 meeting.

**Carried**

**2.2 Declaration of Interest:** Trustees Cliff Casey, Dan Dignard, Bonnie McKinnon, and June Szeman declared a conflict of interest in regards to the budget as it pertains to salaries, due to the nature of employment of family members.

**2.3 Approval of Minutes from the Committee of the Whole Meeting of May 18, 2010**

Moved by: Cliff Casey  
Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the May 18, 2010 meeting.

**Carried**



**2.4 Business Arising from Minutes: Nil**

**3. Presentations and Delegations: Nil**

**4. Committee and Staff Reports:**

**4.1 Approved Special Education Advisory Committee Meeting Minutes of May 12, 2010**

Bill Chopp, Superintendent of Education, reviewed the minutes from the SEAC meeting of May 12, 2010.

Moved by: Dan Dignard  
Seconded by: Cliff Casey

THAT the Committee of the Whole refers the approved minutes from the Special Education Advisory Committee meeting of May 12, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**4.2 Unapproved Special Education Advisory Committee Meeting Minutes of June 9, 2010**

Dennis Blake, Trustee Representative on the Special Education Advisory Committee, reviewed the unapproved minutes from the SEAC meeting of June 9, 2010.

Moved by: Dan Dignard  
Seconded by: Cliff Casey

THAT the Committee of the Whole refers the unapproved minutes from the Special Education Advisory Committee meeting of June 9, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**4.3 Unapproved Student Transportation Services of Brant Haldimand Norfolk Meeting Minutes of May 25, 2010**

Cliff Casey, Trustee Representative on the Student Transportation Services of Brant Haldimand Norfolk Consortium, reviewed the unapproved minutes from the meeting of May 25, 2010. A discussion took place with regards to parent concerns and the process to be followed (i.e., pursue through a trustee or go directly to the Transportation Department). Further clarification will be sought and consideration given to this item.

Moved by: Cliff Casey  
Seconded by: Dan Dignard

THAT the Committee of the Whole refers the unapproved minutes from the Student Transportation Services of Brant Haldimand Norfolk (STSBHN) meeting of May 25, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**4.4 Approved Budget Committee Meeting Minutes of May 26, 2010**

Dennis Blake, Chair of the Budget Committee, reviewed the minutes from the meeting of May 26, 2010. Joe McPherson advised that he will be voting on this item.



Moved by: Dan Dignard  
Seconded by: Cliff Casey

THAT the Committee of the Whole refers the approved minutes from the Budget Committee Meeting of May 26, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

#### **4.5 Unapproved Budget Committee Meeting Minutes of June 8, 2010**

Dennis Blake, Chair of the Budget Committee, reviewed the unapproved minutes from the meeting of June 8, 2010. Joe McPherson advised that he will be voting on the items. Trustee Blake provided the following report on the 2010-11 Budget:

“The Budget Committee met four times to review the 2010-11 budget. I am pleased to announce that we have a balanced budget.

The main considerations this year are the Early Learning Program (ELP) better known as full time JK and SK for which we have received funding for seven classrooms within our Board, and the final stages of the Public Sector Accounting Board (PSAB) standards that we have been phasing in over the last four years. The Trustees have received information on both of these items from previous meetings. In addition, there are increases in salary and benefit costs resulting from the provincial labour framework negotiated last year. Total increases in salaries and benefits are almost \$3 million.

Declining enrolment in the elementary panel has caused some challenges in achieving a balanced budget. Enrolment will decline by about 67 pupils next year and we will see further declines over the next few years. Teaching staff reductions will be offset, for the most part, by additional teaching staff to support the Early Learning Program. In addition, there are nine Early Childhood Educators and three Educational Assistants to support that program.

An amount of \$250,000 has been set aside in the instruction budget to provide for implementation of the strategic plan and to achieve the four goals that the Board has set out:

1. Improve primary Literacy scores
2. Strengthen the visibility and practice of our Catholic faith in our schools
3. Identify and nurture potential leaders at every level of our school system
4. Enhance communications, both as a resource and a communication tool

Administration will provide more details on how they plan to achieve these goals in September, 2010.

The total increase in the Board's budget over last year's revised budget is approximately \$2.1 million or 1.8%.

There are some changes in the accounting for capital projects as a result of the Public Sector Accounting Board accounting principles changes. Capital is now amortized over the



expected useful life of the assets. Grants have been adjusted to include the amortization costs.

The Board will be asked to approve the budget in two separate amounts; the Salary and Benefits Budget, and the Operations Budget. The total of the Salary and Benefits Budget and the Operations Budget equal the total revenue and expenditure estimates of \$113,047,642. This includes an estimates surplus from the current 2009-10 year of \$192,326.”

Following some discussion, Trustee Blake requested approval of the following recommendations:

Moved by: Dennis Blake

Seconded by: Joe McPherson

THAT the Budget Committee recommends the Committee of the Whole refers the 2010-11 Salaries and Benefits Budget, in the amount of \$89,385,453, to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dennis Blake

THAT the Budget Committee recommends the Committee of the Whole refers the 2010-11 Operations Budget, in the amount of \$23,662,189, to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: June Szeman

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the unapproved minutes from the Budget Committee Meeting of June 8, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

#### **4.6 Unapproved Catholicity Committee Meeting Minutes of June 9, 2010**

June Szeman, Chair of the Catholicity Committee, reviewed the minutes from the meeting of June 9, 2010. Trustee Szeman reported on the accomplishments made by this committee during the 2009-10 school year.

Moved by: June Szeman

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the unapproved minutes from the Catholicity Committee meeting of June 9, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

#### **4.7 Unapproved Policy Committee Meeting Minutes of June 9, 2010**



Bonnie McKinnon, Chair of the Policy Committee, reviewed the unapproved minutes from the Policy Committee Meeting of June 9, 2010. Trustee McKinnon reviewed each policy and requested approval of the following recommendations:

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the amended Criminal Background Checks policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the amended Volunteers policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the amended Performance Appraisal for Non-Teaching Staff policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the interim Workplace Violence Prevention policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the interim Workplace Harassment policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Policy Committee recommends that the Committee of the Whole refers the interim Safe Schools Policy, Student Discipline Policy, and Bullying Prevention and Intervention Policy to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**



Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the unapproved minutes from the Policy Committee meeting of June 9, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

#### **4.8 Ontario's Equity & Inclusive Education**

Superintendent of Education Trish Kings reviewed the strategies that the Brant Haldimand Norfolk Catholic District School Board has put in place to address the requirements of Ontario's Equity and Inclusive Education. In the 2010-11 school year, boards must have in place a policy that addresses eight areas of focus as outlined by the Ministry, a guideline on religious accommodation and an implementation plan. Following a comprehensive consultation process in the Fall of 2010, the policy will be brought to the Board for final approval.

Moved by: Cliff Casey

Seconded by: June Szeman

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on Ontario's Equity & Inclusive Education.

**Carried**

#### **4.9 Key Learnings for Religion Programs**

Superintendent of Education Trish Kings presented the *Key Learnings for Religion Programs* document, a new curriculum resource for use by Grades 1-8 teachers developed by the Elementary Religion Curriculum Committee. This document will be used as a support to the curriculum and will provide teachers with concrete expectations for students at the end of each unit and/or theme.

Moved by: June Szeman

Seconded by: Cliff Casey

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on the "*Key Learnings for Religion Programs*".

**Carried**

#### **4.10 Educational Field Trip Summary Report**

Superintendent of Education Chris Roehrig reviewed field trips that have taken place since January 9, 2010.

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Educational Field Trip Summary report for the period January 9 to June 30, 2010.

**Carried**



**4.11 Student Trustee Report – June 2010**

Student Trustee Chris Radojewski commented on the highlights of the Annual Leadership Symposium and reviewed the recent events and accomplishments at the secondary schools.

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee Report for June 2010.

**Carried**

**5. Information and Correspondence:**

June Szeman, Chair of the Board, announced that two students have had their work published in the OECTA Young Authors annual publication. Trustees may contact Trustee Szeman to review the book.

**6. Notices of Motion: Nil**

**7. Trustee Inquiries: Nil**

**8. Business In-Camera**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board moves to an in-camera session.

**Carried**

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

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business from the in-camera session.

**Carried**

**10. Future Meetings**

The list of upcoming meetings and events was reviewed by Trustees.

**11. Moment of Silent Reflection**



**Brant Haldimand Norfolk  
Catholic District School Board**

**Minutes**

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

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**12. Adjournment**

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of June 15, 2010.

**Carried**

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Next Meeting: Tuesday, September 21, 2010, 7:00 pm - Boardroom



**Special Education Advisory Committee Meeting  
Wednesday, September 8, 2010 7:00 p.m.  
Fatima Resource Centre, 344 Erie Avenue, Brantford**

**Present:** Dennis Blake, Colleen Demarest, Barb Mitchell, Lisa Stockmans, Dianne Wdowczyk, Zig Misiak, Terre Slaght, Bill Chopp

**Absent:** Catherine Daly, Nancy Smith, Paul Sanderson, Cathy Pearson

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**1. Opening**

Terre Slaght opened the meeting with a prayer. Dianne Wdowczyk welcomed committee members back to a new school year. Dianne invited Zig Misiak to attend the SEAC meeting and to consider joining the committee.

**2. Approval of the Agenda**

Moved by: Colleen Demarest

Seconded by: Barb Mitchell

THAT the SEAC Committee approves the agenda for the September 8, 2010 meeting.

**Carried**

**3. Approval of Minutes**

Moved by: Colleen Demarest

Seconded by: Dennis Blake

THAT the SEAC Committee approves the minutes from the June 9, 2010 meeting.

**Carried**

**4. Discussion Items**

**4.1 Special Education Department Update**

Terre Slaght distributed academic planners that contain special education dates and information.

Terre noted that her reports will be tailored to the goals of the committee.

**4.2 SEAC Goal Setting 2010-11**

Bill Chopp asked the committee for a list of goals to work on for the year. The suggestions were as follows:

- Service animals
- Recruitment
- SEAC website update
- Aboriginal students and their needs
- How to support occupational therapy and physical therapy in the future
- Partnerships – how to obtain them



- Budget – planning for the future
- Partners/parent groups – what are the goals for the future?
- Tours of service agencies
- Workplace violence
- Gaps of the SEAC committee
- Acceleration guidelines

#### **4.3 Dates and Topics for Future Meetings**

Bill Chopp informed the committee of the dates for future SEAC meetings. The format of the meeting was discussed and it was suggested that agency updates be discussed earlier in the meetings. The committee will try this new format at the next SEAC meeting.

### **5. Information Items**

#### **5.1 Community Agency Updates**

- Barb Mitchell, H-N REACH, noted that the agency's "Name It to Change It" program received another Trillium grant. Barb also informed the committee that childcare subsidies in the Haldimand-Norfolk area are being reduced and/or frozen.
- Colleen Demarest and Lisa Stockmans reported a smooth start to the school year for their children.
- Zig Misiak explained his focus on teaching native kids their history and culture and hopes to provide a bridge to the communities.
- Dianne Wdowczyk, Woodview Children's Centre, informed the meeting that their office will be relocating at the end of January. It was also noted that mental health/children's services referrals have gone up 60%.

### **6. Adjournment**

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

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

Prepared by: Trish Kings and Chris Roehrig, Superintendents of Education  
 Presented to: Committee of the Whole  
 Submitted to Board: September 21, 2010  
 Submitted by: Cathy Horgan, Director of Education & Secretary

**EQAO RESULTS FOR PRIMARY, JUNIOR AND GRADE 9**

Public Session

**BACKGROUND INFORMATION:**

The Brant Haldimand Norfolk Catholic District School Board has received the EQAO Primary, Junior and Grade 9 results for the 2009-10 school year.

Detailed Board information for EQAO includes participation and demographic information, as well as achievement results by gender, for EL learners, students with special needs and students in the French Immersion program.

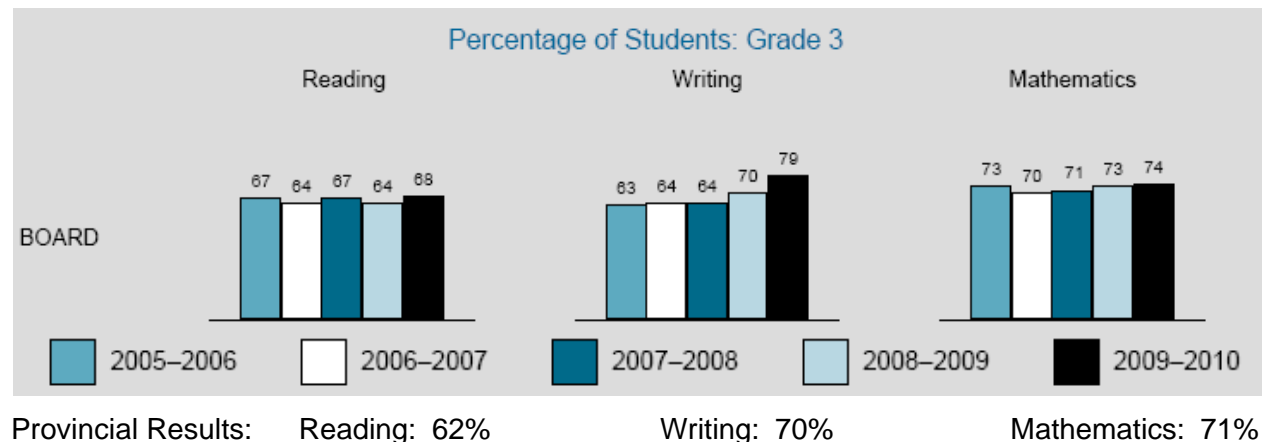
**DEVELOPMENTS:**

(a) **Primary EQAO Results**

The primary results demonstrate improvement in reading, writing and mathematics.

| <b>PERCENTAGE OF STUDENTS AT OR ABOVE THE PROVINCIAL STANDARD</b> |         |           |            |
|---|---------|-----------|------------|
|   | 2008-09 | 2009-2010 | Percentage |
| Reading   | 64%     | 68%       | +4%        |
| Writing   | 70%     | 79%       | +9%        |
| Mathematics   | 73%     | 74%       | +1%        |

A comparison over time illustrates improvement in all areas and results that exceed the provincial results in all three areas.

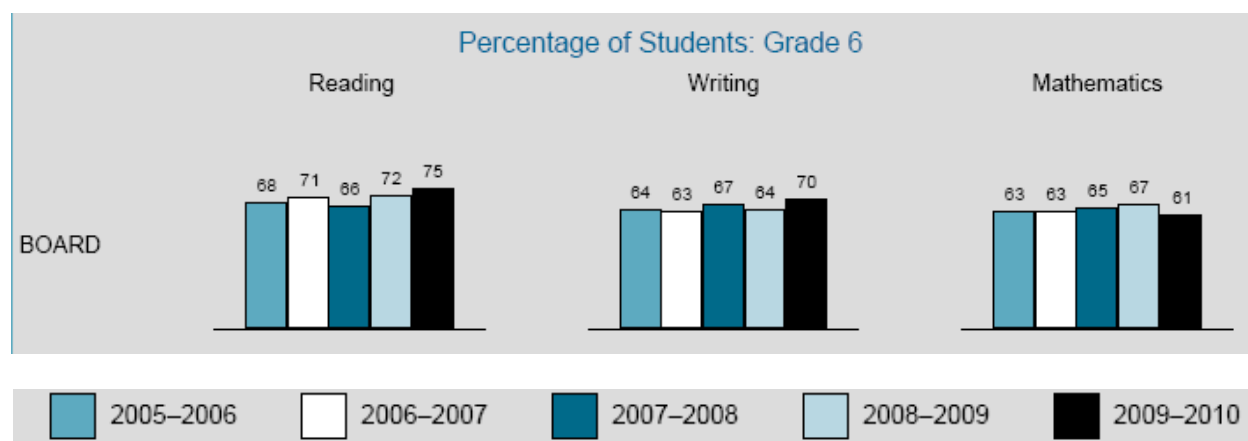


(b) **Junior EQAO Results**

The 2009-10 junior results demonstrate improvement in reading and writing while the results in mathematics show a decrease.

| PERCENTAGE OF STUDENTS AT OR ABOVE THE PROVINCIAL STANDARD |         |         |            |
|--|---------|---------|------------|
|  | 2008-09 | 2009-10 | Percentage |
| Reading  | 72%     | 75%     | +3%        |
| Writing  | 64%     | 70%     | +6%        |
| Mathematics  | 67%     | 61%     | -6%        |

A comparison over time illustrates steady improvement in most areas and results that exceed the province in reading and match the results in writing and mathematics.



Provincial Results: Reading: 72% Writing: 70% Mathematics: 61%

Next Steps: In an effort to identify strengths and areas for further growth, a comprehensive analysis of Board and school results will be undertaken. This analysis will assist staff in the development of the K-12 Board Improvement Plan for this year. A similar process will take place at the school level in the development of School Improvement Plans.

The 2009-2010 School by School results are provided on Appendix A.

**EQAO Grade 9 Mathematics Assessment**

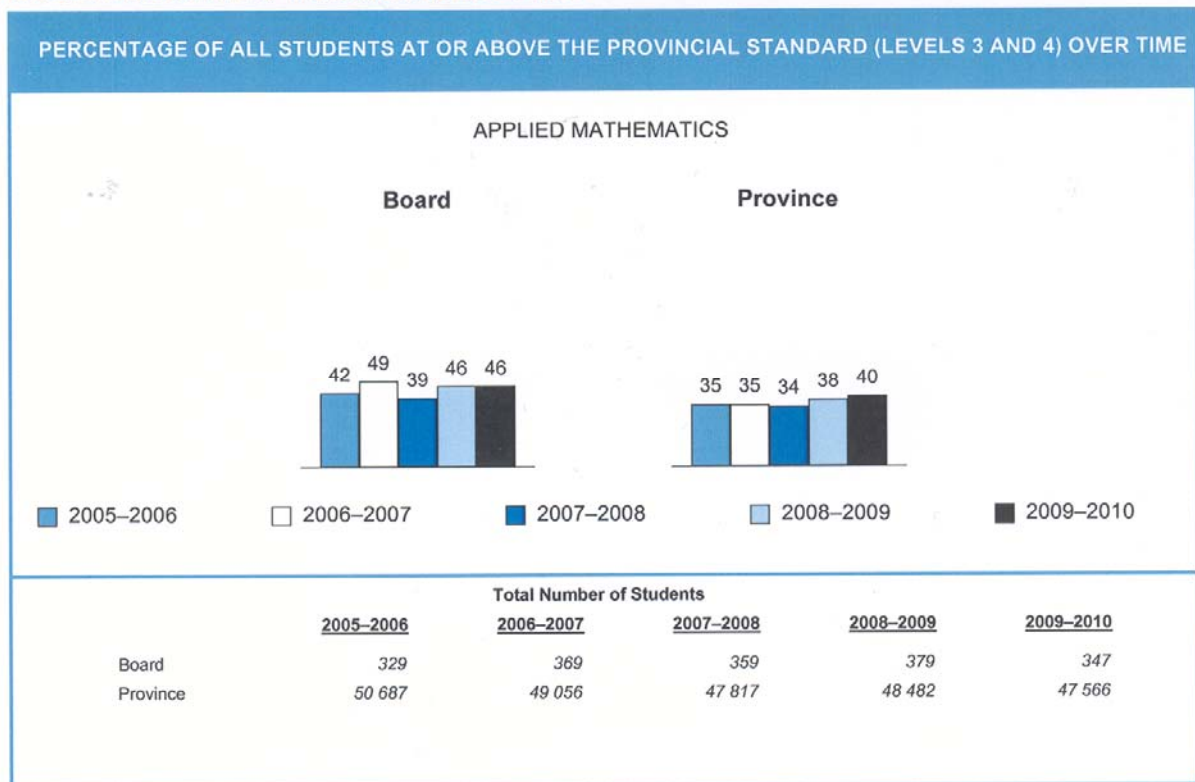
Last year's administration of the EQAO Grade 9 Mathematics Assessment (Applied and Academic levels) took place at the end of the first and second semester at all three of our secondary schools. The test results are used to guide improvement initiatives as they relate to student achievement. Specifically, results are used to help inform teachers, department heads, principals and program consultants in their efforts to improve classroom practice and improve student achievement. Details of the test structure content and purpose are located at the EQAO website: [www.eqao.com](http://www.eqao.com).

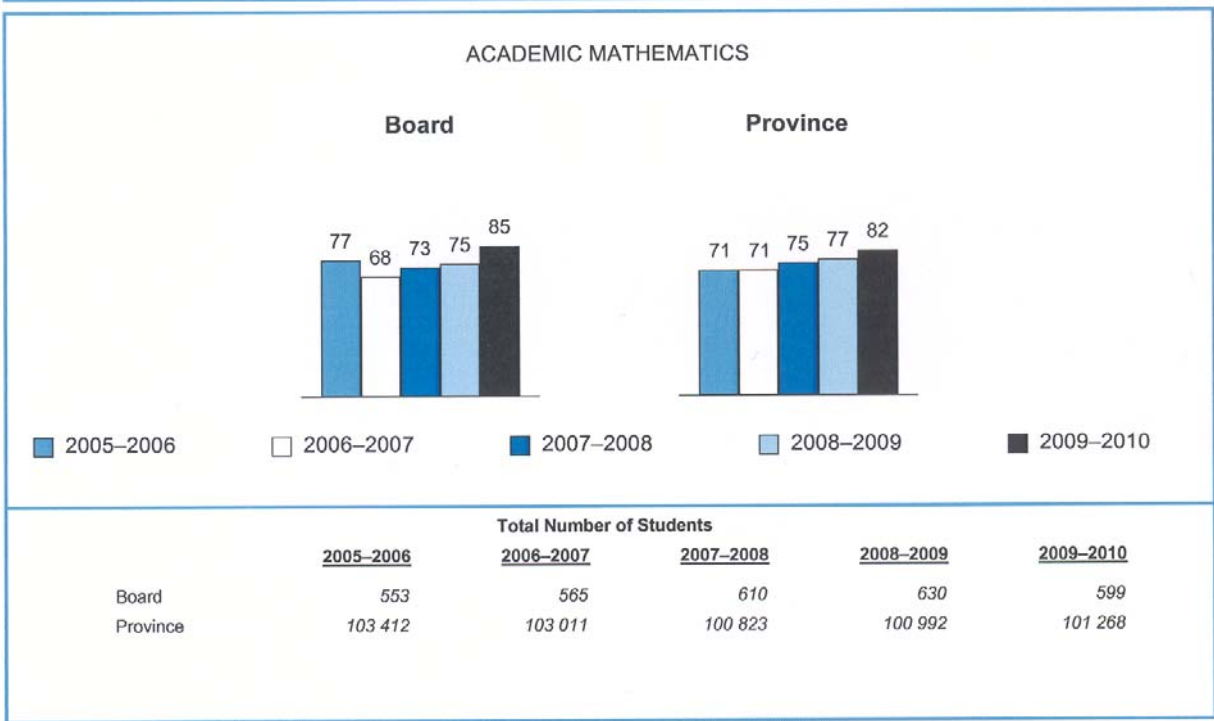
We are pleased to report that the percentage of students at or above the provincial standard for Grade 9 Academic Mathematics is 85%. Academic results improved for the fourth consecutive year and are 10% higher than last year and a 17% improvement from 2006. For our students studying at the Applied level, the percentage of students at or above the provincial standard remains at 46% (6% higher than the provincial average).

| <b>RESULTS OF STUDENTS STUDYING AT THE ACADEMIC LEVEL</b> |           |           |           |
|---|-----------|-----------|-----------|
|   | 2007-2008 | 2008-2009 | 2009-2010 |
| BOARD   | 73%       | 75%       | 85%       |
| PROVINCIAL  | 75%       | 77%       | 77%       |

| <b>RESULTS OF STUDENTS STUDYING AT THE APPLIED LEVEL</b> |           |           |           |
|--|-----------|-----------|-----------|
|  | 2007-2008 | 2008-2009 | 2009-2010 |
| BOARD  | 39%       | 46%       | 46%       |
| PROVINCIAL   | 34%       | 38%       | 40%       |

#### Grade 9 Assessment of Mathematics, 2009–2010





Percent (%) scores represent the percentage of students that are at or above the provincial standard (Level 3 or 4).

**RECOMMENDATION:**

THAT the Committee of the Whole refers the EQAO Primary, Junior and Grade 9 results for 2009-10 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

## Primary and Junior: Province, Board and School 2010 Report

| All Participants<br>PROVINCIAL, BOARD & SCHOOLS<br>(Percentages) | Primary<br>Levels 3, 4 |                 |              | Junior<br>Levels 3, 4 |                 |              |
|--|------------------------|-----------------|--------------|-----------------------|-----------------|--------------|
|  | Reading<br>2010        | Writing<br>2010 | Math<br>2010 | Reading<br>2010       | Writing<br>2010 | Math<br>2010 |
| Provincial   | 62                     | 70              | 71           | 72                    | 70              | 61           |
| Brant Haldimand Norfolk CDSB                                     | 68                     | 79              | 74           | 75                    | 70              | 61           |
| Blessed Sacrament  | 64                     | 73              | 82           | 83                    | 74              | 91           |
| Christ the King  | NR                     | NR              | NR           | NR                    | NR              | NR           |
| Holy Cross   | 31                     | 56              | 38           | NR                    | NR              | NR           |
| Holy Family  | NR                     | NR              | NR           | NR                    | NR              | NR           |
| Jean Vanier  | 56                     | 61              | 53           | 69                    | 59              | 44           |
| Notre Dame (B)   | 59                     | 68              | 53           | 66                    | 70              | 41           |
| Notre Dame (C)   | 69                     | 82              | 77           | 90                    | 86              | 80           |
| Our Lady of Fatima (C)   | NR                     | NR              | NR           | NR                    | NR              | NR           |
| Our Lady of LaSalette  | NR                     | NR              | NR           | NR                    | NR              | NR           |
| Our Lady of Providence   | 76                     | 90              | 79           | 71                    | 71              | 50           |
| Resurrection   | 67                     | 87              | 80           | 93                    | 87              | 93           |
| Sacred Heart (L)   | 65                     | 79              | 68           | 71                    | 67              | 67           |
| Sacred Heart (P)   | 72                     | 83              | 78           | 68                    | 59              | 50           |
| St. Anthony Daniel   | NR                     | NR              | NR           | NR                    | NR              | NR           |
| St. Bernard (B)  | 71                     | 52              | 52           | 86                    | 79              | 89           |
| St. Bernard of Clairvaux   | 57                     | 81              | 52           | 71                    | 62              | 68           |
| St. Cecilia's  | 57                     | 81              | 76           | 84                    | 72              | 80           |
| St. Frances Cabrini  | 89                     | 89              | 89           | 88                    | 88              | 92           |
| St. Gabriel  | 67                     | 72              | 74           | 68                    | 73              | 61           |
| St. Joseph's   | 65                     | 84              | 82           | 74                    | 76              | 54           |
| St. Leo  | 93                     | 100             | 93           | 81                    | 75              | 69           |
| St. Mary (B)   | NR                     | NR              | NR           | 57                    | 67              | 38           |
| St. Mary's (H)   | 59                     | 82              | 59           | NR                    | NR              | NR           |
| St. Michael's (D)  | 88                     | 94              | 75           | 53                    | 53              | 33           |
| St. Michael's (W)  | NR                     | NR              | NR           | NR                    | NR              | NR           |
| St. Patrick (B)  | 60                     | 80              | 80           | 81                    | 69              | 62           |
| St. Patrick's (C)  | 79                     | 84              | 89           | 67                    | 80              | 40           |
| St. Peter  | 76                     | 71              | 71           | 64                    | 68              | 54           |
| St. Pius X   | NR                     | NR              | NR           | 72                    | 72              | 44           |
| St. Stephen's  | 47                     | 68              | 63           | 83                    | 50              | 50           |
| St. Theresa  | 79                     | 89              | 55           | 74                    | 47              | 53           |

NR: Not Reported

Suppressed &amp; Public

## 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: September 21, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

### FINANCING FOR CENTRAL OFFICE REORGANIZATION

Public Session

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#### **BACKGROUND INFORMATION:**

The Board of Trustees approved the demolition of the Providence Resource Centre (PRC) in order to facilitate the addition at St. John's College. As well, the building is old and in need of significant upgrades. Administration has been reviewing the accommodation needs for central staff, particularly those at the PRC.

#### **DEVELOPMENTS:**

There are a few possibilities to accommodate the staff located at the PRC; however, Administration needs to consider long-term and system-wide implications. For example, both the Catholic Education Centre (CEC) and the Our Lady of Fatima Resource Centre (FRC) are at, or near, capacity. There would be some efficiencies in consolidating administration offices as much as possible. Although staff are not prepared to make a final recommendation to the Board, there is no question that any move will cost \$500,000 to \$1.0 million. In order to prepare for the expansion at St. John's College, the PRC needs to be demolished by June 30, 2011. To expedite the process, we have discussed the need with the Board's bank, the Canadian Imperial Bank of Commerce (CIBC), and they have approved an interim line of credit in the amount of \$1.0 million. The interim line of credit will be in effect only until long-term financing can be arranged. As trustees are aware, administration offices are not supported by Ministry of Education grants; however, accommodations must be made for the staff at the PRC, therefore, alternative funding will need to be explored.

It is anticipated that plans for the accommodation of central staff will be presented to the Board of Trustees within the next few months. Although no expenditures will be made until plans are approved by the Board, the CIBC has provided a line of credit that requires approval. As previously stated, it would be expeditious to arrange the financing now so that it is available when the Board approves the accommodation plan.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves:

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

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

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

## 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: September 21, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

### ELECTION COMPLIANCE AUDIT COMMITTEE

Public Session

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#### **BACKGROUND INFORMATION:**

Amendments to the Municipal Elections Act contained within Provincial Bill 212 now require every municipality and local boards to establish, before October 1<sup>st</sup> in an Election year, a Compliance Audit Committee for the purposes of Section 81 of the Municipal Elections Act. Prior to legislative changes contained within Bill 212, the appointment of a Compliance Audit Committee was optional for municipalities and local boards.

The Compliance Audit Committee is established to review and provide details regarding any request for a Compliance Audit filed with a school board. Any eligible elector who believes, on reasonable grounds, that a candidate has contravened the campaign financing sections of the Act may apply for a Compliance Audit of a candidate's election campaign finances.

The Brant Haldimand Norfolk Catholic District School Board has never had a request for a Compliance Audit in any previous Municipal Election.

The Municipal Elections Act requires that the Term of Office of the Committee be the same as the Council or Local Board that takes office following the next Regular Election (December 1, 2010 to December 1, 2014).

Section 81.1 (2) of the Municipal Elections Act requires that the Committee shall be composed of not fewer than three and not more than seven members and shall not include:

- a) employees or officers of the municipality or local board;
- b) members of Council or local board; or
- c) any persons who are candidates in the election for which the Committee is established.

In consideration of the specific expertise sought for members of this Committee, staff are recommending that the Committee be limited to three members to ensure that appointed members are well qualified to serve on the Committee. Ideally, the composition of the Committee will include individuals with an auditing, accounting or legal background and those with knowledge of campaign finance activities. It is important to note that auditors appointed to serve on the Committee would not be able to audit or prepare the Financial Report of any candidate running for municipal office.

The powers and functions of the Committee include:

- to consider the Compliance Audit Application received from an elector and decide whether it should be granted or rejected,
- to appoint an auditor if the application is granted,
- to consider the Auditor's Report and decide whether legal proceedings should be commenced; and
- to recover the costs of conducting the audit from the applicant if the Auditor's Report indicates there were no apparent contraventions and if there appears there were no reasonable grounds for the application.

The requirements of the Municipal Elections Act provide that each municipality or local board shall appoint a Compliance Audit Committee. There is nothing in the legislation that prohibits the same individuals being appointed by different municipalities or local boards to serve in this capacity.

In May 2010, the Board approved appointing the same representatives appointed by the City of Brantford to serve as their Compliance Audit Committee. The City has appointed three individuals interested in serving in the capacity of Compliance Audit Committee member for the City of Brantford, the Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board. It is still the responsibility of the school boards to formally appoint those individuals to their own Compliance Audit Committee.

Members of the Compliance Audit Committee will not receive remuneration and will serve on the Committee in a volunteer capacity. The Director of Education, or her designate, will serve as Secretary to the Review Committee. The Committee will operate in accordance with the provisions of the City of Brantford's Council Procedural By-law.

### **DEVELOPMENTS:**

The City of Brantford has selected three members to the Audit Compliance Committee. The members, as well as a summary of their background, are:

#### **Bruce Hodgson, Brantford, ON**

- Past Chair, Brantford Public Library, 12 years as member of Board of Directors
- Member, Board of Directors, Grand River Community Health Centre
- Past Chair, Board of Governors, Mohawk College
- Past Chair, Association of Community Colleges of Ontario
- Involvement in several other local charities

Ralph Pearce, Brantford, ON

- Retired Federal Investigator with Service Canada
- Past Chair, Ontario Employer & Industry System Committee
- Past Chair, Ontario South Sector Occupational Profile Committee
- Brant District Health Council Human Resources Committee
- GETAB Underemployment Committee
- Casino Impact Study Technical Committee
- Brantford Economic Technical Committee

Martin Titmus, Brantford, ON

- Owned and operated Brantwood Tax, a local tax preparation and accounting firm
- Past Secretary/Treasurer, Association of Professional Accounting and Tax Consultants
- Involvement in local community associations

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the appointment of Bruce Hodgson, Ralph Pearce and Martin Titmus to the Compliance Audit Committee for the purposes of Section 81 of the Municipal Elections Act for the period December 1, 2010 to December 1, 2014.

## 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: September 21, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

### HONORARIA FOR BOARD MEMBERS

Public Session

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#### **BACKGROUND INFORMATION:**

Ontario Regulation 357/06 outlines the requirements to calculate school board trustee honoraria.

The regulation provides four components to the honorarium:

1. The Base Amount \$5,900, for the year beginning December 1, 2006. For each year of a term of office, beginning on or after December 1, 2010, the amount shall be increased by the Ontario Consumer Price Index (CPI) for the period from July 1 of the previous term of office to June 30 of the year in which the term of office starts. The Chair receives an additional \$5,000 and the Vice-Chair an additional \$2,500.
2. An Enrolment Amount based on the school board's enrolment.
3. An Attendance Amount of \$50 for each statutory committee meeting.
4. A Distance Amount for school boards with a jurisdiction of 9,000 square kilometres or if a meeting is held more than 200 kilometres from the trustee's residence.

The Chair and Vice-Chair receive additional amounts for their base honoraria and additional amounts for the enrolment amount.

The Enrolment Amount limit for the year is determined as follows:

1. Multiply the enrolment of the school board for the year as determined under Section 9 by \$1.75. Divide by the number of trustees.
2. For the Chair, the enrolment amount limit for the year is determined by adding the amount determined above to the amount determined as follows:
  - a) Multiply the enrolment of the school board for the year as determined under Section 9 by 5.0 cents.
  - b) Determine the greater of the amount determined under paragraph 1 and \$500.
  - c) Determine the lesser of (b) above and \$5,000.

3. For the Vice-Chair, the enrolment amount limit for the year is determined by adding the amount determined under subsection (2), to the amount determined as follows:
  - a) Multiply the enrolment of the school board for the year as determined under Section 9 by 2.5 cents.
  - b) Determine the greater of the amount determined under paragraph 1 and \$250.
  - c) Determine the lesser of (b) above and \$5,000.

There is an Attendance Amount for trustees to attend statutory committees (SEAC and SALEP); the amount cannot exceed \$50 per meeting.

There is also a Distance Amount, but, as our Board is less than 9,000 square kilometres, we do not qualify.

#### **DEVELOPMENTS:**

As trustees are aware, the government passed Bill 16; the *Public Sector Compensation Restraint to Protect Public Services Act, 2010*. OCSTA has sought advice from legal counsel regarding the current requirements for school boards regarding trustee honoraria, taking into consideration the implications of Bill 16. The Restraint Act establishes a ceiling for trustee honorarium, but not a floor; for example, the honorarium must still be decreased in response to a decrease in the enrolment component in a given year. The honorarium could also be decreased if a school board chooses to decrease it, as per Regulation 357/06, Section 4.

As a result of the Restraint Act (Section 7), the base amount of the trustee honorarium cannot be increased as a result of any increase in the Consumer Price Index (CPI), which might have been applied during the period of restraint, March 25, 2010 to March 31, 2012.

The maximum Base and Attendance Amounts, as per Regulation 357/06 and the Restraint Act, are calculated below. The Attendance Amount is dependant upon membership on the statutory committee. The Board decided in 2006 not to provide an Attendance Amount. The Distance Amount does not apply to our Board.

Based on the above, the Trustee Honoraria effective December 1, 2010 is as follows:

|   |                                  | <b>Trustee</b>    | <b>Chair</b>       | <b>Vice-Chair</b>  |
|---|----------------------------------|-------------------|--------------------|--------------------|
| <b>Base Amount</b>                            |                                  | 5,900.00          | 5,900.00           | 5,900.00           |
|   | - Extra for Chair and Vice-Chair |                   | 5,000.00           | 2,500.00           |
| <b>Enrolment Amount</b>                       |                                  |                   |                    |                    |
|   | ADE for 2009-10 Estimates        | 10,496            |                    |                    |
|   | x Rate                           | 1.75              |                    |                    |
|   | / # Trustees                     | 6                 | 3,061.33           | 3,061.33           |
|   | - Extra for Chair and Vice-Chair |                   | 524.80             | 262.40             |
|   |                                  |                   | <hr/>              | <hr/>              |
| <b>Annual Amount, Effective December 2010</b> |                                  | <b>\$8,961.33</b> | <b>\$14,486.13</b> | <b>\$11,723.73</b> |
| <b>Current Amount</b>                         |                                  | <b>\$8,983.44</b> | <b>\$14,512.08</b> | <b>\$11,747.76</b> |

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the calculation for determining the annual trustee honoraria for the term of office December 1, 2010 to November 30, 2014 as follows:

- i) 100% of the Base Amount or \$5,900 per year;
- ii) 100% of the Enrolment Amount or \$1.75 per student;
- iii) 100% of the extra Enrolment Amount for the Chair and Vice-Chair; and
- iv) 0% of the Attendance Amount.

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

Prepared by: Cathy Horgan, Director of Education & Secretary  
Presented to: Committee of the Whole  
Submitted on: September 21, 2010  
Submitted by: Cathy Horgan, Director of Education & Secretary

## FATHER FOGARTY AWARDS

Public Session

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### **BACKGROUND INFORMATION:**

Each year, the Catholic Education Foundation of Ontario (CEFO) honours one student from each secondary school in Ontario who has been identified as the recipient of the Catholic Student Award. Recipients of the award are selected by the Principal (and staff) of the school. The criteria for selection places emphasis on activities not always formally recognized in the school such as yearbook, student council, drama, Catholic students' federation, mission drives, and leadership in social concerns, rather than athletic achievements and academic excellence which generally receive recognition in other venues.

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

### **DEVELOPMENTS:**

The following students are recipients of the Father Fogarty Award and will be honoured this year:

|                  |                           |
|------------------|---------------------------|
| Jenna Sabolsky   | Assumption College School |
| Daniel Carpenter | St. John's College        |

Students and their parents, staff and trustees are invited to attend this event, which is scheduled for Saturday, October 23, 2010 at the Toronto Airport Marriot Hotel in Toronto. The monies/proceeds from the dinner are used to support the objectives of the Catholic Education Foundation of Ontario.

### **RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the information regarding the recipients of the 2009-10 Father Fogarty Award.



## 2010-11 Trustee Meetings and Events

| Date                      | Time                                 | Meeting/Event  |
|---------------------------|--------------------------------------|--|
| <b>September 21, 2010</b> | 4:30 pm<br>5:15 pm<br><b>7:00 pm</b> | New Employee Commissioning Mass (at St. Patrick)<br>Storefront Workshops (at St. Patrick)<br><b>Committee of the Whole</b>   |
| September 23, 2010        | 1:30 pm                              | Faith Advisory Committee Mtg.  |
| <b>September 28, 2010</b> | <b>7:00 pm</b>                       | <b>Board Meeting</b>   |
| September 29, 2010        | 1:30 pm                              | Catholicity Committee Mtg.   |
| September 30, 2010        |                                      | Annual Diocesan Mass for Education<br>St. Matthew Parish, 1150 Monks Passage, Oakville<br><b>2:00 pm – bus leaves from CEC (time to be confirmed)</b><br><b>please RSVP with Aline</b><br>4:00 pm – Keynote Address (Neil MacCarthy, Director of<br>Communications, Archdiocese of Toronto)<br>5:15 pm – light dinner<br>6:30 pm – mass with Bishops Tonnos/Bergie |
| October 5, 2010           | 9:00 am                              | Executive Council Mtg.   |
| October 13, 2010          | 2:00 pm                              | Policy Committee (special mtg - policies review)   |
| October 13, 2010          | 7:00 pm                              | SEAC Meeting @ FRC   |
| October 14, 2010          | 6:00 pm                              | Service Recognition Dinner (Greens at Renton, Simcoe)  |
| October 18, 2010          |                                      | PA Day (secondary only)  |
| October 19, 2010          | 3:00 pm                              | Policy Committee Mtg.  |
| <b>October 19, 2010</b>   | 7:00 pm                              | <b>Committee of the Whole</b>  |
| October 22 – 23, 2010     |                                      | When Faith Meets Pedagogy Conference   |
| <b>October 26, 2010</b>   | 7:00 pm                              | <b>Board Meeting</b>   |
| November 1, 2010          |                                      | PA Day (system-wide)   |
| November 2, 2010          | 1:00 pm                              | Executive Council Mtg.   |
| November 10, 2010         | 7:00 pm                              | SEAC Meeting @ FRC   |
| November 11, 2010         | 1:30 pm                              | Faith Advisory Committee Mtg.  |
| November 16, 2010         | 3:00 pm                              | Policy Committee Mtg.  |
| <b>November 16, 2010</b>  | 7:00 pm                              | <b>Committee of the Whole</b>  |
| <b>November 23, 2010</b>  | 7:00 pm                              | <b>Board Meeting</b>   |
| November 17, 2010         | 1:30 pm                              | Catholicity Committee Mtg.   |
| November 18, 2010         | 1:00 pm                              | STSBHN Governance Mtg. ( <i>may be rescheduled</i> )   |
| <b>December 7, 2010</b>   | 6:30 pm<br><b>7:00 pm</b>            | Mass with Bishop Bergie<br><b>Inaugural Board Meeting</b>  |
| December 8, 2010          | 7:00 pm                              | SEAC Meeting @ FRC   |
| <b>December 14, 2010</b>  | <b>7:00 pm</b>                       | <b>Board Meeting</b>   |
| December 20 – 31, 2010    |                                      | CHRISTMAS BREAK  |
| January 3, 2011           |                                      | Classes resume   |
| January 10, 2011          |                                      | PA Day (elementary only)   |
| January 12, 2011          | 7:00 pm                              | SEAC Meeting @ FRC   |
| January 14-15, 2011       | TBD                                  | OCSTA New Trustee Seminar  |
| <b>January 18, 2011</b>   | 7:00 pm                              | <b>Committee of the Whole</b>  |
| <b>January 25, 2011</b>   | 7:00 pm                              | <b>Board Meeting</b>   |
| February 3, 2011          |                                      | PA Day (system-wide; not St. Cecilia's)  |
| February 9, 2011          | 7:00 pm                              | SEAC Meeting @ FRC   |

| <b>Date</b>              | <b>Time</b>        | <b>Meeting/Event</b>   |
|--------------------------|--------------------|--|
| <b>February 15, 2011</b> | 7:00 pm            | <b>Committee of the Whole</b>  |
| February 15, 2011        | 1:00 pm            | STSBHN Governance Mtg.   |
| <b>February 22, 2011</b> | 7:00 pm            | <b>Board Meeting</b>   |
| February 24, 2011        | 1:30 pm            | Faith Advisory Committee Mtg.  |
| March 2, 2011            | 1:30 pm            | Catholicity Committee Mtg.   |
| March 9, 2011            | 7:00 pm            | SEAC Meeting @ FRC   |
| March 14 – 18, 2011      |                    | <b>MARCH BREAK</b>   |
| <b>March 22, 2011</b>    | 7:00 pm            | <b>Committee of the Whole</b>  |
| <b>March 29, 2011</b>    | 7:00 pm            | <b>Board Meeting</b>   |
| April 7, 2011            | 5:00 pm            | Catholic Leadership Awards (ACS; with Bishop Fabbro)   |
| April 8, 2011            |                    | PA Day (secondary only)  |
| April 13, 2011           | 7:00 pm            | SEAC Meeting @ FRC   |
| <b>April 19, 2011</b>    | 7:00 pm            | <b>Committee of the Whole</b>  |
| <b>April 26, 2011</b>    | 7:00 pm            | <b>Board Meeting</b>   |
| April 28 – May 1, 2011   |                    | OCSTA AGM (Royal York, Toronto)  |
| May 1 – 6, 2011          |                    | Catholic Education Week  |
| May 3, 2011              | 5:30 pm<br>6:30 pm | Celebration of the Arts (Sanderson Centre) – art viewing<br>Celebration of the Arts - performances |
| May 4, 2011              | TBD (eve)          | St. Bernard (B) 50 <sup>th</sup> Anniversary   |
| May 5, 2011              | 1:30 pm            | Faith Advisory Committee Mtg.  |
| May 11, 2011             | 7:00 pm            | SEAC Meeting @ FRC   |
| May 13, 2011             |                    | PA Day (St.Cecilia's only)   |
| <b>May 17, 2011</b>      | 7:00 pm            | <b>Committee of the Whole</b>  |
| May 17, 2011             | 1:00 pm            | STSBHN Governance Mtg.   |
| <b>May 24, 2011</b>      | 7:00 pm            | <b>Board Meeting</b>   |
| May 25, 2011             | 1:30 pm            | Catholicity Committee Mtg.   |
| May 26, 2011             | 6:00 pm            | OECTA Retirement Dinner (Brantford Golf & Country Club)  |
| June 2-5, 2011           |                    | CCSTA Convention (Regina)  |
| June 6, 2011             |                    | PA Day (elementary only)   |
| June 8, 2011             | 7:00 pm            | SEAC Meeting @ FRC   |
| <b>June 21, 2011</b>     | 7:00 pm            | <b>Committee of the Whole</b>  |
| June 27, 2011            | 4:45 pm            | Assumption College Graduation  |
| <b>June 28, 2011</b>     | 7:00 pm            | <b>Board Meeting</b>   |
| June 29, 2011            |                    | Last Day of Classes  |
| June 29, 2011            | 7:00 pm            | St. John's College Graduation – Sanderson Centre   |
| June 29, 2011            | 7:00 pm            | Holy Trinity Graduation  |
| June 30, 2011            |                    | PA Day (system-wide)   |

**TO BE SCHEDULED:**

Executive Council Meetings – January to June, 2011

Policy Committee Meetings – January to June, 2011

Budget Committee Meetings - at the call of the Chair

St. Theresa's 50<sup>th</sup> Anniversary celebration (looking at May 2011)