



BRANT HALDIMAND NORFOLK Catholic District School Board

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

Committee of the Whole
Tuesday, October 19, 2010 7:00 pm
Boardroom

Members: **Trustees:**
June Szeman (Chair), Joe McPherson (Vice Chair), Dennis Blake, Cliff Casey, Dan Dignard,
Bonnie McKinnon, Alyna 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)

- 1. Call to Order**
 - 1.1 Opening Prayer
 - 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 – September 21, 2010 Pages 3-7
 - 2.4 Business Arising from Minutes
- 3. Presentations and Delegations: Nil**
- 4. Committee and Staff Reports**
 - 4.1 Building Blocks for Education Page 8
Presenter: Cathy Horgan, Director of Education & Secretary
 - 4.2 Teaching and Learning in the 21st Century Pages 9-12
Presenters: Trish Kings, Superintendent of Education and
Leslie Telfer, Principal, School Effectiveness
 - 4.3 Unapproved SEAC Meeting Minutes – October 13, 2010 Pages 13-15
Presenter: Dennis Blake, Trustee Representative on the SEAC
 - 4.4 Unapproved Faith Advisory Committee Meeting Minutes – September 23, 2010 Pages 16-18
Presenter: June Szeman, Chair of the Faith Advisory Committee



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- 4.5 Unapproved Catholicity Committee Meeting Minutes – September 29, 2010 Pages 19-20
Presenter: June Szeman, Chair of the Catholicity Committee
- 4.6 Primary Class Size Pages 21-22
Presenter: Wally Easton, Associate Director, Corp. Services & Treasurer
- 4.7 OCSTA – Annual Membership Fees Page 23
Presenter: Cathy Horgan, Director of Education & Secretary
5. **Information and Correspondence**
6. **Notices of Motion**
7. **Trustee Inquiries**
8. **Business In-camera**
207. (2) **Closing of certain committee meetings.** A meeting of a committee of a board, including a committee of the whole board, may be closed to the public when the subject-matter under consideration involves,
- 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 24-25
11. **Moment of Silent Reflection**
12. **Adjournment**
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Next meeting: Tuesday, November 16, 2010 at 7:00 pm – Boardroom



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

Trustees:

Present: June Szeman (Chair), Joe McPherson (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon, Alyna Poremba (Student Trustee)

Absent: Cliff Casey

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)

1. Call to Order

1.1 Opening Prayer

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

2. Routine Matters

2.1 Approval of the Agenda

Chair Szeman requested that the Notice of Motion, moved by Trustee Cliff Casey, be deferred until the September 28, 2010 Board Meeting.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the amended agenda for the September 21, 2010 meeting.

Carried

2.2 Declaration of Interest: Nil

2.3 Approval of Minutes from the Committee of the Whole Meeting of June 15, 2010

Moved by: Joe McPherson

Seconded by: Dennis Blake

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

Carried

2.4 Business Arising from Minutes: Nil

3. Presentations and Delegations: Nil



4. Committee and Staff Reports:

4.1 Unapproved Special Education Advisory Committee Meeting Minutes of September 8, 2010

Committee Chair Dennis Blake reviewed the minutes from the SEAC meeting of September 8, 2010. A prospective new member provided an aboriginal perspective to discussions.

Moved by: Dennis Blake

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the unapproved minutes from the Special Education Advisory Committee meeting of September 8, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

4.2 Start-up Enrolment and School Organizations

Superintendent of Education Chris Roehrig reviewed the start-up enrolment numbers and school organizations as of September 17, 2010. The elementary panel is 137 students lower than the projected enrolment, while the secondary panel is 180 pupils higher than projected. The elementary enrolment decline exceeded all expectations and staff are working on determining what factors contributed to this decline. A reorganization of some schools and a resulting decrease in teaching positions is in process. Superintendent Roehrig responded to trustee inquiries regarding the process that will be followed for these school reorganizations and communication with the affected school communities.

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Board Enrolment report for September 17, 2010.

Carried

4.3 EQAO Results for Primary, Junior and Grade 9

In reviewing the Primary and Junior results from last spring's EQAO assessments, Superintendent Trish Kings indicated that these are the best results our Board has ever achieved. The Board's ongoing focus on instructional strategies that improve results is reflected in our students' success, and concerted efforts in the area of student achievement will continue. Province wide, Junior Mathematics scores are down, and the Ministry has provided additional funding to support improved achievement in this area. The Board has increased its focus in Junior Mathematics, including the introduction of Math Coaches in every elementary school. Data from these assessments will also assist in the development of the 2010-11 K-12 Board and School Improvement Plans. At the Grade 9 Math level, Superintendent Roehrig commented that results were outstanding, reflecting the Board's consistent focus on excellence, support and capacity building of its administrative and teaching staff over the past several years.



Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on EQAO Results for Primary, Junior and Grade 9.

Carried

4.4 Financing for Central Office Reorganization

Associate Director Wally Easton reported that with the demolition of the Providence Resource Centre scheduled for the end of June 2011, senior staff has actively been looking at relocation options for the over twenty employees that will be displaced, as well as assessing its overall central office staff organization needs. Although a plan has not yet been finalized, any plan will result in facility/accommodation expenses. Associate Director Easton requested the approval of a capital loan agreement with the CIBC that will be readily available when a decision to proceed is made by the Board.

Moved by: Joe McPherson
Seconded by: Dan Dignard

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.

Carried

4.5 Election Compliance Audit Committee

Associate Director Wally Easton reviewed the requirements for the formation of a mandatory Election Compliance Audit Committee resulting from changes to the Municipal Elections Act. The City of Brantford, Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board previously agreed to form one committee, with the City of Brantford taking the lead in recruiting Committee members on behalf of all partners. Three candidates have been selected/recommended by the City of Brantford. These candidates must be appointed by all three organizations.



Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

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 of December 1, 2010 to December 1, 2014.

Carried

4.6 Honoraria for Board Members

Associate Director Wally Easton reviewed the requirements for the Board to establish a formula for calculating honoraria for Board members, in keeping with Ontario Regulation 357/06, prior to the new term.

Moved by: Joe McPherson
Seconded by: Dennis Blake

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.

Carried

4.7 Father Fogarty Awards

Director Cathy Horgan advised that Jenna Sabolsky (Assumption College School) and Daniel Carpenter (St. John's College) are recipients of the 2009-10 Catholic Education Foundation of Ontario's *Catholic Student Award*. They will be honoured at the annual Father Fogarty Awards Dinner on October 23, 2010 in Toronto.

Moved by: Dennis Blake
Seconded by: Dan Dignard

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 Catholic Student Award.

Carried

5. Information and Correspondence:

Chair Szeman shared a thank you card, as well as a letter from the principal of Notre Dame School in Caledonia thanking the Board and central staff for their ongoing support of school staff and students.

Moved by: Bonnie McKinnon
Seconded by: Joe McPherson

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives the information and correspondence items since the last meeting.

6. Notices of Motion: Nil

7. Trustee Inquiries:



Trustee Dignard inquired as to the future of the St. Jean de Brebeuf building. Associate Director Easton confirmed that options for the building's use are still being considered. Mr. Dignard also suggested that school names be removed from any surplus school that has been sold.

8. Business In-Camera

Moved by: Bonnie McKinnon
Seconded by: Joe McPherson

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: Bonnie McKinnon
Seconded by: Dan Dignard

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

12. Adjournment

Moved by: Joe McPherson
Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of September 21, 2010.

Carried

Next Meeting: Tuesday, October 19, 2010, 7:00 pm - Boardroom

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: Tuesday, October 19, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

BUILDING BLOCKS FOR EDUCATION – AN OVERVIEW

Public Session

BACKGROUND INFORMATION:

On September 13-14, 2010, the Ministry of Education held an International Summit of Education Experts. While Premier Dalton McGuinty sponsored the meeting, he hosted Education Ministers and experts in the field from around the world. Michael Fullan, Professor Emeritus of the Ontario Institute for Studies in Education at the University of Toronto and Sir Michael Barber, one of the world's leading education reformers, co-chaired the event. Delegates to the conference heard keynote addresses from Andreas Schleicher, the Special Advisor on Education Policy to the Organization for Economic Co-operation and Development; from Arne Duncan, the Secretary of Education for the U.S.A.; from Timo Lankinen, the Director General at the Finnish National Board of Education; from Michele Bruniges, the Deputy Secretary for the Office of Early Childhood Education and Child Care in Australia; and from Ng Eng Hen, the Minister of Education for Singapore.

The theme of the conference was "whole system reform". Delegates learned about whole system reform and which core policies and strategies have generated effective education improvement across the entire set of schools in a province, state, or country.

DEVELOPMENTS:

Last year, the Brant Haldimand Norfolk Catholic District School Board embarked on an ambitious strategic plan with four strategic commitments: Catholicity, Leadership, Communication and Student Achievement. The challenge continues to be the development of effective monitoring strategies to ensure that a good plan is being implemented.

The research states that successful systems get the following things right:

- Focus with resolute purpose on a small set of core priorities.
- Develop capacity related to instruction and learning.
- Invest in leadership at all levels in relation to the agenda.
- How to use data to develop effective strategies.
- Achieve accountability through transparency and intervention.
- Stay the course and reduce distractions that divert energy.

These criteria will be used by the BHNCDSB District Student Achievement Team to monitor and direct the progress being made in achieving the goals set out in the Student Achievement strategic commitment.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on Building Blocks for Education – An Overview.

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

Prepared by: Wally Easton, Associate Director and Trish Kings, Superintendent of Education
Presented to: Committee of the Whole
Submitted on: Tuesday, October 19, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

TEACHING AND LEARNING IN THE 21ST CENTURY Public Session

BACKGROUND INFORMATION:

In the 21st century, students must be fully engaged in their learning. This requires the use of technology tools and resources, involvement with interesting and relevant projects and learning environments, including online environments that are supportive and safe.

The value in technology-supported pedagogy is two-fold as it has the potential to engage both students and staff in collaborative activities and provides the opportunity for students to express an authentic voice in new and engaging ways. Educators must be given and be prepared to use technology tools and they must be collaborators in learning, constantly seeking knowledge and acquiring new skills along with their students.

Technology-supported pedagogy involves three stages, including:

- technology as replacement, in which technology replaces but does not change the teacher's instructional practice;
- technology as application, in which technology helps accomplish tasks more efficiently and effectively, while the task itself remains the same; and,
- technology as transformation, in which the use of technology changes students' learning routines, including content, cognitive processes, and problem-solving.

At the Committee of the Whole meeting on February 16, 2010, a report on Technology and Student Achievement was presented to the Board outlining the recommendations from the Educational Technology Strategic Planning Workshop conducted by IBM's Education Division.

Two key recommendations from the report included linking the Brant Haldimand Norfolk Catholic District School Board's educational technology investment and strategic Information Technology Plan to the District's learning priorities, and creating a District Student Achievement Team to ensure all initiatives, including technology supported ones, are aligned with the main District achievement priorities. A task list was created that included:

- the development of the "why" statement;
- defining specific roles;
- identifying a district-wide standard for educational technology deployment; and,
- determining the potential for a pilot project.

Developments

The District Student Achievement Team comprised of senior staff and Principals of Program developed an official "why" statement to clearly articulate why the Brant Haldimand Norfolk Catholic District School Board is investing in educational technology. This statement serves as the guiding reason for future educational technology purchases and is tightly linked to the learning priorities of the Board.

The 'why' statement is:

We will use Information Communication Technology to enhance teacher practice and student engagement to improve student achievement in the SMART goals identified in the Board Improvement Plan to meet the needs of the 21st century learner, specifically in Primary Reading.

The Ministry of Education expects that 75% of 12 year olds achieve levels 3 and 4 in reading, writing and mathematics. The 2009-10 EQAO results indicate that while the Board's Grade 6 results in reading have reached this goal, the Grade 3 reading results have fluctuated between 64% and 68% over time. It is critically important that as students leave the primary grades, they can read proficiently as they embrace the content areas in science, social studies and more complex texts in reading and mathematics.

Of particular concern is the gap that exists between boys and girls in reading and writing at the primary level and the junior level, particularly in writing. Research studies continually identify the need for innovative ways to engage boys and support their learning. Some examples that have proven to support boys' literacy skills include:

- choosing appropriate resources;
- addressing boys' learning styles;
- providing opportunities for interaction;
- appealing to their need for social interaction;
- using technology to get boys interested;
- influencing boys' attitudes through the use of role models; and,
- bringing critical literacy skills into the classroom.

With the above in mind, members of the team consulted with Peterborough, Victoria, Clarington and Northumberland Catholic District School Board through a visit to this District to fully understand their plan, successes and challenges in the implementation of technology to support student achievement. Presentations were made by the Superintendent of Education, the Information Communication Technology Manager, a principal, two teachers and a trustee.

The District Student Achievement Team then developed a draft proposal to enhance the use of technology in our schools. The proposal includes a business plan, deployment of technical resources, and training connected to the "why" statement.

Across the Board for 2010-11, eight school networks have been formed to support professional learning based on the Board Improvement Plan and School Improvement Plan. Research suggests that the school is too small scaled and isolated to provide professional learning to its members on its own and in a knowledge-rich and networked world, school to school learning and collaboration are essential.

The decision was made to pilot the project entitled, "Teaching and Learning in the 21st Century" in two of the Board's established networks beginning February 2011. These two networks have been working together over the past two years focusing on learning needs within their respective schools with considerable success. For the project to be successful, readiness, experience and leadership are key elements within the networks.

Network A: Blessed Sacrament
Holy Family
St. Anthony Daniel
St. Theresa

Network B: St. Cecilia's
St. Joseph's
St. Michael's (Walsh)

Extensive training is also necessary in terms of technical skills and the understanding of the Destination Reading Software. This software, which is a research based program that provides a holistic approach to language development using diverse texts and teaching methods, is closely linked with the Nelson Literacy Program. Support staff such as teacher consultants, literacy teachers and coaches will receive approximately nine days of training and classroom teachers four days of training to enhance technical skills and to become familiar with Destination Reading Program facilitated by IBM. In addition, webinars are available to provide on-going support.

The technology upgrades include a netbook for each classroom teacher and infrastructure upgrades to provide wireless network access and LCD projectors to each primary classroom.

Attached is the costing to implement the project. The first year provides for implementation of the pilot project, which includes the two school networks. Also noted are the costs to implement the project in the remaining primary grades across the entire system in Years 2 and 3.

The total cost to deliver the program to all primary classes over three years is estimated at \$870,000. The pilot project to be implemented in 2010-11 is estimated to cost \$236,000. The Board had approved \$250,000 in the current year's budget to provide for the implementation of the Board's strategic goals. This project will address the goal to improve primary literacy.

The other goals include strengthening our Catholic faith in our schools, professional development for leaders and aspiring leaders, and enhanced communications. Staff will address funding for the other goals in the revised budget, which will be presented to the Board in December.

A plan to track the success of the project in terms of student achievement and teacher growth related to technical skills and instructional practices will be developed.

RECOMMENDATION:

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

1. the "Teaching and Learning in the 21st Century" Plan subject to future budget considerations, and;
2. the pilot project for 2010-11 in an amount not to exceed \$250,000.

DISTRICT STUDENT ACHIEVEMENT TEAM

PRIMARY LITERACY PROJECT COSTING

PROJECTED COSTING				
	Year 1	Year 2	Year 3	Total
# Students	400	793	793	1,986
# Teachers	20	40	40	100
# Coaches *	6	12	13	31
Destinations Software				
Licensing	21,000	41,650	41,650	104,300
Training and support	22,400	12,900	12,900	48,200
Professional Development				
Support Team Release Time *	12,960	25,920	28,080	66,960
Classroom Teacher Release Time	19,200	38,400	38,400	96,000
Trainer Costs	100,440	77,280	77,280	255,000
Total Program Costs	176,000	196,150	198,310	570,460
Technology upgrades	60,000	120,000	120,000	300,000
TOTAL PROJECT COSTS	236,000	316,150	318,310	870,460

* The teacher coaches are included in the costs for training purposes but it has not been determined if it is necessary to provide training to these teachers.



**Special Education Advisory Committee Meeting
Wednesday, October 13, 2010 7:00 p.m.
Fatima Resource Centre, 344 Erie Avenue, Brantford**

Present: Dianne Wdowczyk, Terre Slaght, Bill Chopp, Dennis Blake, Lisa Stockmans, Barb Mitchell, Nancy Smith, Theresa Westergaard-Hager, Zig Misiak

Absent: Paul Sanderson, Colleen Demarest

1. Opening Prayer

Terre Slaght opened the meeting with a prayer.

2. Opening Remarks

Dianne welcomed committee members. Teresa Westergaard-Hager attended the meeting on behalf of the Norfolk Association for Community Living.

3. Community Agency Updates

Barb Mitchell, H-N REACH, reported that the Contact Manager from HN REACH hopes to present the community services plan to our group in December. The committee is now reviewing goals and defining the plan.

Zig Misiak of Real People's History noted that Keith Jamieson has announced a consortium to support the War of 1812 initiatives. Bill Chopp suggested inviting a Superintendent of Schools from the Six Nations to discuss the needs of native students.

Dianne Wdowczyk, Woodview Children's Centre, informed the committee that the agency is running a counseling clinic for those who are on the wait list for their services from 12:00 to 8:00 p.m. on Tuesdays, where they can speak with a counselor. The crisis line is still available. Dianne also reported that Woodview has been invited to present at the next BHNCDSB Professional Activity Day.

Teresa Westergaard-Hager, Supervisor of Day Programs at Norfolk Association for Community Living, explained her numerous roles with the organization, including supervising a transitional aged youth program and respite programs. They also take part in a Healthy Relationships program which is offered to special needs high school-aged students.

4. Approval of Minutes

Moved by: Zig Misiak

Seconded by: Lisa Stockmans

THAT the SEAC Committee approves the minutes from the September 8, 2010 meeting.

Carried



5. Approval of the Agenda

Moved by: Lisa Stockmans

Seconded by: Nancy Smith

THAT the SEAC Committee approves the agenda for the October 13, 2010 meeting.

Carried

6. New Business

6.1 SEAC Gaps

A discussion was held regarding the Special Education Advisory Committee and how to ensure that there is well rounded representation. Gaps include representatives from the following groups:

- VOICE – Hearing Impairment
- Communication Disorders
- Vision – CNIB
- Autism
- Gifted - ABC
- Accessibility
- Learning Disabilities

6.2 Recruitment ideas

The following recruitment ideas were discussed:

- Bring a guest
- Contact past members
- Write letters to community groups
- Encourage agency visits
- Advertise in church bulletins
- School newsletters
- Parent interest group meeting/School Councils
- Information night/Town hall
- Networking
- Cable TV
- Advertise through other events
- Ask for a few minutes at the Working Together Symposium
- Make meetings more interactive
- New member's kit
- Bring a guest
- Making people feel value added at the meeting
- Media
- Give talks to other organizations
- Different meeting locations
- Recruit and maintain
- Online recruiting – Facebook, Twitter etc.



7. Reports

7.1. Principal of Program: Special Education

Terre Slaght

7.1.1. SEAC Learning – Ministry Website

The Committee reviewed the Ministry of Education SEAC Learning website (www.seac-learning.ca). Terre Slaght asked that committee members spend some time becoming familiar with the contents of the site. The committee also viewed the SEAC portion of the BHNCD SB website to ensure that the information was up to date.

7.2. Superintendent of Education

Bill Chopp

7.2.1. SEAC Memo

Bill Chopp distributed a memo from the Ministry of Education regarding the “SEAC Learning” website and asked that the committee review it.

7.2.2. SEAC Survey

Bill Chopp distributed a survey to the Committee and asked that they take it home. Information will be compiled at the next meeting.

8. Adjournment

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



**Faith Advisory Committee Meeting
Thursday, September 23, 2010
Boardroom**

Present: June Szeman (Chair), Kathleen Evans, Annette Finnie, Cathy Horgan, Trish Kings, Monsignor Murray Kroetsch, Derek McEachen, Joe McPherson, Deanne Smith, Joyce Young

Absent: Sharon Boase, Father Al Dufraimont, *Mary Theresa Coene (LOA)*, *Alternate Student Trustee (TBD)*

1. Opening Prayer

June Szeman, Chair of the Faith Advisory Committee, opened the meeting with a prayer.

2. Welcome and Introductions

The committee members were welcomed by Chair Szeman and introductions were made.

3. Approval of the Agenda

Moved by: Joe McPherson
Seconded by: Deanne Smith

THAT the Faith Advisory Committee approves the Agenda of the September 23, 2010 meeting.

Carried

4. Approval of Minutes

Moved by: Murray Kroetsch
Seconded by: Joyce Young

THAT the Faith Advisory Committee approves the Minutes from the May 13, 2010 meeting.

Carried

5. Discussion Items

5.1 Develop Strategic Action Plan 2010-12

5.1.1 Cathy Horgan spoke about the Board theme for 2010-11, "Because we believe, our faith comes alive in our schools." In small groups, members discussed outcomes from the Year One Strategic Plan and comments were also made regarding activities for Years 2 and 3, as follows:

- use of school self-assessment
- using the language of our faith
- integration of our faith within the curriculum
- status of Virtues document
- utilization of Key Learnings Document



5.2 Action Plan and Committee Goals

5.2.1 Reviewed preliminary goal setting for Action Plan from May 13, 2010.

5.2.2 Prioritized goals for 2010-11, which include:

- (a) Review Equity and Inclusion Policy and recommend ways to support staff, students and parents;
- (b) Review content of primary Family Life curriculum and recommend to the Board ways to support staff, students and families; and
- (c) Review needs assessment and professional development plans for teachers regarding Religion & Family Life.

- The Committee decided that the primary goal will be (c) above.
- Joyce Young will develop a strategy for (b) above.
- Information regarding Equity and Inclusion Policy to be presented for discussion and action regarding the implications with respect to our faith.
- Superintendent Kings will send information regarding membership of the Catholic Consortium responsible for developing the draft Equity and Inclusion policy.

Items (a) and (c) to be the focus work of the Committee at the November 2010 and February 2011 meetings.

5.3 Developing a BHNCDSB “Foundational Document”

The Committee reviewed the Bruce Grey CDSB’s 2008 document entitled, “Our Catholic Schools: Seeking the Truth – Growing in Faith” as a concept for developing a foundational document for our board. A discussion took place regarding who the intended audience would be, as well as the format and method of communication. It was decided that the BHNCDSB “Foundational Document” needs to be succinct, and should include photos and key messages describing “who we are as a Catholic system”. The intended audience would be the community and parents. This task will be pursued at the next Committee meeting.

6 Information Items

- 6.1 The status of the Virtues Document was presented. We are waiting for the branding initiative to be approved prior to sending the final document to print. Some groundwork has been completed; i.e., Grades 7-8 Symposium, work with Faith Ambassadors, etc.
- 6.2 Faith Day survey results were reviewed noting overall satisfaction. The format for next year was discussed briefly.
- 6.3 Cathy Horgan provided an overview of the summer Principals’ Conference, which had a focus on recognizing Christ in what we do.



- 6.4 Information will be posted on the Board website regarding the 2010-11 lecture series at St. Jerome's University and Kings' College.

The meeting was adjourned.



**Catholicity Committee
Wednesday, September 29, 2010
Haldimand Room**

Present: June Szeman (Chair), Tracey Austin, Marg Boyd, Mary Gallo, Lisa Gleason, Cathy Horgan, Bonnie McKinnon, Christine Morrison, Joyce Young

Absent: Christina Costa, Wayne LaChapelle, Len McDonald, Alyna Poremba, Dalia Sciuillo, Father Dave Wilhelm

1. Opening Prayer

June Szeman, Chair of the Catholicity Committee, opened the meeting with prayer.

2. Welcome and Introduction of Members

The committee members were welcomed by Chair Szeman and introductions were made.

3. Approval of the Agenda

The agenda for the September 29, 2010 meeting was approved.

4. Approval of Minutes from the Catholicity Committee Meeting of June 9, 2010

The minutes from the June 9, 2010 meeting were reviewed and approved.

5. Discussion Items

5.1 Develop Strategic Action Plan for 2010-12

Divided into groups, Committee members discussed the second year of the Strategic Plan and shared ideas on school activity, parent engagement, and improving school-parish relationships.

5.2 Action Plan – Committee Goals

The Committee reviewed the F.A.C.E. Action Plan with a view to using this Plan as the goals of the Catholicity Committee. This discussion will continue at the November 17 meeting.

5.3 Toonies for Tuition

The Committee was informed of the involvement of our schools in raising funds for the CCSTA Toonies for Tuition campaign.

5.4 Faith and Fun Calendars

Joyce Young described the ways in which the Faith and Fun Calendars support parent engagement.



6. Information Items

- 6.1 Faith Day survey results were reviewed noting overall satisfaction. The format for next year was discussed briefly.
- 6.2 Cathy Horgan provided an overview of the summer Principals' Conference, which had a focus on recognizing Christ in what we do.
- 6.3 F.A.C.E.
 - 6.3.1 F.A.C.E. Update
The Committee reviewed a memo by Lou Rocha, F.A.C.E. Project Manager, which provided an overview of events planned for Year 3 (2010-11) of the project.
 - 6.3.2 F.A.C.E. Project Action Plan (see item 5.2)
 - 6.3.3 Cathy Horgan updated the Committee regarding the F.A.C.E. Project Regional Seminar scheduled in Waterloo for November 24, 2010. Organizers have limited participants to specific representatives. Chair Szeman, Director Horgan, OECTA Unit President McDonald and Bishop representative Father Wilhelm will represent our Board.
- 6.4 Cathy Horgan suggested minor changes be made to the School Parish Planning Guidelines, which were approved.
- 6.5 Cathy Horgan provided an update regarding our involvement with the Kings University Partnership, which strives to promote Catholic education from Junior Kindergarten through post-secondary years.

The meeting was adjourned.

**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: October 19, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

PRIMARY CLASS SIZE

Public Session

BACKGROUND INFORMATION:

The government began its program to reduce primary class size (PCS) in 2004-05. Their initial objective was to reduce all primary classes to a maximum of 20 pupils by 2007-08; however, that was subsequently changed to allow 10% of classes to exceed 20 pupils, up to a maximum of 23 pupils per class. Funding for additional classroom teachers was phased-in over the four-year period.

DEVELOPMENTS:

School boards were asked to submit their initial 2010-11 plans to meet the PCS target in July 2010. Our Board was able to meet the target of 90% of classes at 20 or fewer pupils based on projected enrolments.

In September 2010, staff reviewed the actual elementary pupil enrolment, which was 137 pupils less than projected. Based on the reduced enrolment, the deployment of 2.5 Long-Term Occasional teachers was not necessary.

Funding for junior and intermediate classes provides for an average class size of 24.8; however, at this time, average class size for these grades is not mandated. The regulation requires that the average class size in junior and intermediate grades does not exceed the 2003-04 average when the primary class size cap was implemented. The attached chart illustrates that class sizes in 2010-11 are less than the 2003-04 average class size.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Primary Class Size report.

**Brant Haldimand Norfolk Catholic District School Board
B67164**

Key Statistics

	2003-04	2010-11	2010-11 Final
210 % Primary Classes 20 and Under	40.2 %	92.3 %	89.5 %
220 % Primary Classes 23 and Under	66.1 %	100.0 %	100.0 %
230 Average Junior/Intermediate (grades 4-8) Class Size	26.4	26.4	25.7
234 % Grade 3/4 Combined Classes 23 and Under		100.0 %	100.0 %

Early Learning Program Statistics

% of ELP Classes			
310 Under 26		100.0 %	77.7 %
320 26		0.0 %	0.0 %
330 27 and above		0.0 %	22.2 %

Information on ELP Classes

350 Number of ELP Classes		10	9
360 ELP Enrolment		191	196
370 Average ELP Class Size		19.1	21.8
380 Number of Schools Offering ELP Program		5	5

Primary (JK-3) Statistics

% of Primary Classes			
410 20 and under	40.2 %	92.3 %	89.5 %
420 21	5.3 %	2.6 %	3.9 %
430 22	6.5 %	2.6 %	4.6 %
440 23	14.0 %	2.6 %	2.0 %
450 24	8.3 %	0 %	0 %
460 25 and more	25.7 %	0 %	0 %

Number of Primary Classes

610 20 and under	67.6	144.0	137.0
620 21	9.0	4.0	6.0
630 22	11.0	4.0	7.0
640 23	23.5	4.0	3.0
650 24	14.0	0.0	0.0
660 25 and more	43.2	0.0	0.0
9910 Total Number of Primary Classes	168.2	156.0	153.0
9920 TOTAL Number of Primary Classes (FTE)	134.2	125.0	123.5
9930 TOTAL Primary Enrolment (FTE)	2952.0	2240.5	2239.0

Information on Grade 3/4 Combined Classes (includes all Primary/Junior Combined Classes)

Number of Classes			
905 20 and under		7	6
910 21		3	0
915 22		5	2
920 23		7	6
925 24		0	0
930 25 and more		0	0
9935 Total Grade 3/4 Combined Classes	9	22.0	14

Grade 3/4 Combined Class Enrolment

9936 Total Grade 3/4 Combined Class Enrolment		469.0	294.0
9937 Primary Enrolment in Primary/Junior Combined Classes		264.0	172.0
9938 Number of Primary Classes (FTE) included in 3/4 Combined Classes		12.3	8.1

Junior/Intermediate (grades 4-8) Statistics

9940 Number of Junior/Intermediate Classes	156.8	146.0	144.0
9950 Junior/Intermediate Enrolment	4138.0	3848.0	3703.0

Self-Contained Special Education Statistics

1499 Number of Self-Contained Special Education Classes	6.0	2.0	2.0
1699 Self-Contained Special Education Enrolment	78.0	21.0	19.0

**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: October 19, 2010
Submitted by: Cathy Horgan, Director of Education & Secretary

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

Public Session

BACKGROUND INFORMATION:

The Ontario Catholic School Trustees' Association (OCSTA) continues to be a strong guiding and unifying force for Catholic education in our province. On a yearly basis, we have remitted a membership fee.

DEVELOPMENTS:

The annual fee for the 2010-11 school year is calculated on a base amount of \$8,000 plus a cost of \$3.485 per student. This is the same fee structure as the past few years and has not been increased. Based on our student enrolment of 10,383 ADE (Average Daily Enrolment) for the 2009-10 school year, our fee for this year is \$46,781. This amount also includes a special levy for the promotion and protection of Catholic education at a cost of 25 cents per student.

RECOMMENDATION:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the continued membership with the Ontario Catholic School Trustees' Association and remit the annual fee of \$46,781 for the 2010-11 school year.



2010-11 Trustee Meetings and Events

Date	Time	Meeting/Event
October 19, 2010	7:00 pm	Committee of the Whole
October 22 – 23, 2010		When Faith Meets Pedagogy Conference
October 26, 2010	7:00 pm	Board Meeting
November 1, 2010		PA Day (system-wide)
November 2, 2010	1:00 pm	Executive Council Mtg.
November 5, 2010 <i>(originally Nov. 18)</i>	1:00 pm	STSBHN Governance Mtg.
November 10, 2010	7:00 pm	SEAC Meeting @ FRC
November 11, 2010	1:30 pm	Faith Advisory Committee Mtg.
November 12, 2010	Full day	Trustee Orientation Session (Milton) <i>hosted by Ministry of Education</i>
November 16, 2010	3:00 pm	Policy Committee Mtg.
November 16, 2010	7:00 pm	Committee of the Whole
November 23, 2010	7:00 pm	Board Meeting
December 1, 2010 <i>(originally Nov. 17)</i>	1:30 pm	Catholicity Committee Mtg.
December 7, 2010	6:30 pm 7:00 pm	Inaugural Mass Inaugural Board Meeting
December 8, 2010	7:00 pm	SEAC Meeting @ FRC
December 14, 2010	7:00 pm	Board Meeting
December 20 – 31, 2010		CHRISTMAS BREAK
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
January 18, 2011	7:00 pm	Committee of the Whole
January 25, 2011	7:00 pm	Board Meeting
February 3, 2011		PA Day (system-wide; not St. Cecilia's)
February 9, 2011	7:00 pm	SEAC Meeting @ FRC
February 15, 2011	7:00 pm	Committee of the Whole
February 15, 2011	1:00 pm	STSBHN Governance Mtg.
February 22, 2011	7:00 pm	Board Meeting
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		MARCH BREAK
March 22, 2011	7:00 pm	Committee of the Whole
March 29, 2011	7:00 pm	Board Meeting
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
April 19, 2011	7:00 pm	Committee of the Whole
April 26, 2011	7:00 pm	Board Meeting

** Note: items in red are changes made since the last publication*

Date	Time	Meeting/Event
April 28 – May 1, 2011		OCSTA AGM (Royal York, Toronto)
May 1 – 6, 2011		Catholic Education Week
May 3, 2011	5:30 pm 6:30 pm	Celebration of the Arts (Sanderson Centre) – art viewing Celebration of the Arts - performances
May 4, 2011	TBD (eve)	St. Bernard (B) 50 th 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)
May 17, 2011	7:00 pm	Committee of the Whole
May 17, 2011	1:00 pm	STSBHN Governance Mtg.
May 24, 2011	7:00 pm	Board Meeting
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
June 21, 2011	7:00 pm	Committee of the Whole
June 27, 2011	4:45 pm	Assumption College Graduation
June 28, 2011	7:00 pm	Board Meeting
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