



**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, February 15, 2011 7:00 pm  
Boardroom**

**Members:** **Trustees:**  
Cliff Casey (Chair), June Szeman (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon,  
Rick Petrella, Alyna Poremba (Student Trustee)

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

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- 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 – November 16, 2010 Pages 4-10
  - 2.4 Business Arising from Minutes
- 3. Presentations and Delegations - Nil**
- 4. Committee and Staff Reports**
  - 4.1 Early Learning Kindergarten Program Pages 11-13  
Presenter: Trish Kings, Superintendent of Education
  - 4.2 Early Learning Kindergarten Program – Extended Day Pages 14-17  
Presenters: Wally Easton, Associate Director, Corp. Services & Treasurer  
Trish Kings, Superintendent of Education
  - 4.3 School Renewal Projects: 2011-12 Pages 18-19  
Presenter: Wally Easton, Associate Director, Corp. Services & Treasurer
  - 4.4 2011-12 School Year Calendar Pages 20-23  
Presenter: Bill Chopp, Superintendent of Education
  - 4.5 Excursion – Las Vegas, NV; Construction Challenge Nationals Page 24  
Presenter: Chris Roehrig, Superintendent of Education



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|-------------|---|-------------|
| <b>4.6</b>  | Educational Field Trip Summary Report<br>Presenter: Chris Roehrig, Superintendent of Education  | Pages 25-29 |
| <b>4.7</b>  | Financial Report – November 2010<br>Presenter: Wally Easton, Associate Director, Corp. Services & Treasurer   | Pages 30-34 |
| <b>4.8</b>  | St. Pius X / St. Bernard Schools Consolidation<br>Presenters: Cathy Horgan, Director of Education & Secretary<br>Wally Easton, Associate Director, Corp. Services & Treasurer | Pages 35-37 |
| <b>4.9</b>  | Attendance Area Review, Holy Family and Sacred Heart Schools, Paris<br>Presenter: Tom Grice, Assistant Superintendent of Business   | Pages 38-40 |
| <b>4.10</b> | Attendance Area Review, St. Cecilia's (Port Dover) and<br>St. Joseph's (Simcoe) Schools<br>Presenter: Tom Grice, Assistant Superintendent of Business                         | Pages 41-43 |
| <b>4.11</b> | Attendance Area Review, St. Gabriel and St. Basil Schools, Brantford<br>Presenter: Tom Grice, Assistant Superintendent of Business  | Pages 44-48 |
| <b>4.12</b> | Attendance Area Review, St. Michael's (Walsh) and<br>Sacred Heart (Langton) Schools<br>Presenter: Tom Grice, Assistant Superintendent of Business                             | Pages 49-51 |
| <b>4.13</b> | Attendance Area Review, St. John's College, Assumption College,<br>St. Peter and Notre Dame Schools, Brantford<br>Presenter: Tom Grice, Assistant Superintendent of Business  | Pages 52-55 |
- 5. Information and Correspondence**
- 6. Notices of Motion**
- THAT all staff or Committee members wishing to attend a conference outside the country that requires overnight stay have prior approval of the Board.
- Moved by: Dennis Blake
- 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.



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- 9. Report on the In-camera Session
- 10. Future Meetings and Events
- 11. Moment of Silent Reflection
- 12. Adjournment

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**Next meeting:** Tuesday, March 22, 2011 at 7:00 pm – Boardroom



**Committee of the Whole**  
**Tuesday, November 16, 2010 7:00 pm**  
**Boardroom**

**Trustees:**

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

**Absent:**

**Senior Administration:**

Cathy Horgan (Director of Education), Wally Easton (Associate Director, Corporate Services & Treasurer), Bill Chopp, Trish Kings and Chris Roehrig (Superintendents of Education), Tom Grice (Assistant Superintendent of Business)

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**1. Call to Order**

**1.1 Opening Prayer**

The meeting was opened with a prayer led by June Szeman.

**2. Routine Matters**

**2.1 Approval of the Agenda**

Moved by: Joe McPherson  
Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda for the November 16, 2010 meeting.

**Carried**

**2.2 Declaration of Interest:** Trustee Szeman declared a conflict of interest on Item 4.7.

**2.3 Approval of Minutes from the Committee of the Whole Meeting of October 19, 2010**

Moved by: Dan Dignard  
Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the October 19, 2010 meeting.

**Carried**

**2.4 Business Arising from Minutes:** Nil

**3. Presentations and Delegations:** Nil



#### **4. Committee and Staff Reports:**

##### **4.1 Board Improvement Plan (2010-12)**

Superintendents Kings, Chopp and Roehrig reviewed the draft Board Improvement Plan for Student Achievement 2010 – 2012. The overall goal of the plan is to continue to enhance teacher practice and student engagement in order to improve student achievement from Kindergarten to Grade 12. Assisted by the Improvement Planning Assessment Tool provided by the Ministry of Education, the plan outlines the specific focus areas under each of the four pillars: Catholic Faith, Community and Culture; Literacy, Numeracy, and Pathways with an overall focus on Assessment & Evaluation “for”, “as” and “of” learning.

Moved by: Dennis Blake

Seconded by: Joe McPherson

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Board Improvement Plan for Student Achievement 2010 – 2012 report.

**Carried**

##### **4.2 Early Learning Kindergarten Program Plan – September, 2012**

Associate Director Easton explained that the Year 3 sites for the Early Learning Kindergarten Program (ELKP) need to be submitted to the Ministry of Education by month-end. In consultation with the Grand Erie District School board and the municipal daycares, eight sites are being recommended for opening in September, 2012.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approves the implementation of the Early Learning Kindergarten Program for September 2012, subject to Ministry of Education approval, at the following schools:

- 1) St. Joseph's School, Simcoe
- 2) St. Frances Cabrini School, Delhi
- 3) Notre Dame School, Brantford
- 4) St. Cecilia's School, Port Dover
- 5) South West Brantford School, Brantford
- 6) St. Peter School, Brantford
- 7) St. Theresa School, County of Brant
- 8) Resurrection School, Brantford

**Carried**

##### **4.3 Accommodation Review – St. Mary, St. Bernard & St. Pius X Schools**

Director Horgan reviewed the process followed by the Accommodation Review Committee for the St. Mary, St. Bernard and St. Pius X Accommodation Review, which took place from October 2009 to March, 2010. Following eight ARC meetings, five public meetings, school tours, community input and a detailed analysis of background information, the Committee's final report included two recommendations.



It was recommended that the Board reject the committee's first recommendation to continue to use St. Mary School as a school and use surplus space in the school for administration purposes. After further analysis, this recommendation is neither viable nor cost effective and staff recommends that the Board proceeds with the consolidation of St. Mary with Holy Cross School for the September 2012 school start. Clarification was provided regarding the potential \$100,000 annual savings that could be realized.

It was recommended that the Board support the second recommendation that St. Bernard and St. Pius X schools be closed and that the Board builds a new school on the St. Pius X site to accommodate students from both schools, provided the Ministry allocates funding for this purpose. The process will be done in stages, with the target date of September 2013 to have students from the combined schools settled in the new school building on the St. Pius X site. Details regarding the potential \$200,000 annual savings was provided.

There will be an opportunity for new public input. Copies of the ARC report, minority reports, and all documentation and submissions are available for trustees to review.

Moved by: Joe McPherson  
Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the closure of St. Mary School, Brantford, effective June 30, 2012 and transfers the students of St. Mary School to Holy Cross School, subject to additional public input.

**Carried**

Moved by: Dan Dignard  
Seconded by: Joe McPherson

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board closes St. Bernard School and St. Pius X School in Brantford and build a new school on the St. Pius X school site to accommodate the students of both schools, effective September 1, 2013, providing the Ministry of Education allocates funding for this purpose, subject to additional public input.

**Carried**

#### **4.4 Central Support Staff Relocation**

Associate Director Easton presented the plan for the relocation of central support staff being precipitated by the demolition of the Providence Resource Centre at the end of this school year. After evaluating several possibilities in terms of suitable accommodation, potential disruptions, building renovations and resulting costs, it has been decided that the Information Technology and Data Services staff and equipment will be moved permanently to the Fatima Resource Centre (FRC), that the current FRC staff will move to empty classrooms at Sacred Heart School in Paris as an interim 2-3 year solution, that the Library Resource Centre will move to an empty classroom at Notre Dame School in Brantford, and the teaching consultants currently at the PRC will be relocated to other schools in the Brantford area until a permanent solution can be found. The Information Technology move will take place during March Break 2011 to minimize disruption from the network downtime while the equipment is being relocated.



Moved by: Joe McPherson

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on the Central Support Staff Relocation.

**Carried**

#### **4.5 Insurance Renewal**

Associate Director Easton reviewed the rate adjustments reflected in the renewal of the Board's property and liability insurance coverage (2011) provided by the Ontario School Boards' Insurance Exchange (OSBIE).

Moved by: Bonnie McKinnon

Seconded by: Cliff Casey

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2011 insurance renewal premium, payable to the Ontario School Board's Insurance Exchange, in the amount of \$213,439, plus PST.

**Carried**

#### **4.6 Audit Committee**

Associate Director Easton reviewed the new requirement under the Education Act for school boards to establish an Audit Committee by January 31, 2011. This Committee will be comprised of two trustees and two external members. Guidelines for the Committee as well as the application process were reviewed. Advertisements to recruit community members will be published during the last week of November and the selection process will begin early January.

Moved by: Dennis Blake

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the formation of an Audit Committee and approves the Audit Committee Guidelines.

**Carried**

#### **4.7 Retreat / Conference Attendance**

Director Horgan provided an overview of an upcoming retreat/conference that will feature three internationally-renown speakers. This conference will provide an ideal opportunity to hear and evaluate these speakers as potential keynote speakers for future Board events. Director Horgan recommended that with her active involvement in the faith building work of the Board, and in her role as Chair of these two Committees, it would be beneficial for trustee Szeman to attend this Conference. Acting Chair McPherson declared his intention to vote on this item.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the attendance of June Szeman at the "Loving the Two Halves of Life: The Further Journey" Conference, with expenses not to exceed \$1,000.

**Carried**



**4.8 Excursion – Boston, MA**

Superintendent Roehrig provided details of a proposed excursion by approximately 50 Grades 9-12 students from Assumption College School to Boston, MA from April 28-May 1, 2011 with a focus on enhancing the cultural and social components of the music curriculum and investigating careers in the music field.

Moved by: Cliff Casey

Seconded by: Dennis Blake

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School for an excursion to Boston, MA from Thursday, April 28, 2011 to Sunday, May 1, 2011.

**Carried**

**4.9 Board Enrolment**

Superintendent Roehrig distributed a revised copy of the report and reported on the October 31 enrolment numbers, which is a key Ministry reporting date that impacts on the grants received by the Board. Superintendent Roehrig indicated that the Full Time Equivalent (FTE) enrolment is lower than projected by 154 students at the elementary level, but 37 students higher than projected at the secondary level.

Moved by: Joe McPherson

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Board Enrolment report for October 31, 2010.

**Carried**

**4.10 Approved Policy Committee Meeting Minutes and Recommendations – October 13, 2010**

Bonnie McKinnon, Chair of the Policy Committee, reported that the Committee has reviewed and evaluated each of the Board's existing policies. It was determined that several policies should be rescinded, and that all remaining and future policies should be assigned an automatic review timeline to ensure that all policies remain applicable and current.

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Policy Committee recommends that the Committee of the Whole refers the rescinding of the following policies to the Brant Haldimand Norfolk Catholic District School Board for approval:

200.02 – Transportation of Students – Inclement Weather

200.15 – Entering School – An Inclusive Approach

400.10 – Transportation of Students – Expectations and Responsibilities

400.13 – Transportation of Students – Accident/Incident Reporting

**Carried**

**4.11 Unapproved Regional School Council Meeting Minutes – November 8, 2010**

Trustee Representative Bonnie McKinnon provided an overview of the presentations made by Superintendents at the Regional School Council meeting of November 8. She commented on how strong the school council involvement is across the system, and the level of discussion and suggestions offered throughout the night is indicative of active school communities. Members were asked to complete a School Council survey that will assist the Board in obtaining a clearer understanding of the needs of Schools Councils.



Moved by: Dennis Blake  
Seconded by: Bonnie McKinnon

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

**Carried**

**4.12 Unapproved SEAC Meeting Minutes – November 10, 2010**

Trustee Representative Dennis Blake reviewed the minutes of the November 10 meeting of the SEAC Committee. He commented on the success of a pilot project aimed at assisting special needs students in improving their communication skills, which in turn results in less negative behaviours.

Moved by: Bonnie McKinnon  
Seconded by: Dan Dignard

THAT the Committee of the Whole refers the unapproved minutes from the Special Education Advisory Committee meeting of November 10, 2010 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**5. Information and Correspondence:** Nil

**6. Notices of Motion:** Nil

**7. Trustee Inquiries:**

Trustee Blake inquired as to the status of the St. Jean de Brebeuf building now that a plan is in place for relocating central support staff. The disposition of this building will be looked at in the near future.

Trustee Casey inquired about feedback from elementary teachers regarding the new report cards that were sent home last week. Director Horgan commented that the new elementary report card is quite different. Superintendent Roehrig stated that the minor difference in the secondary report card involves the section on learning skills. Copies of the report cards will be shared with trustees.

**8. Business In-Camera**

Moved by: Cliff Casey  
Seconded by: Dennis Blake

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: Dennis Blake

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: Bonnie McKinnon

Seconded by: Joe McPherson

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

**Carried**

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

Prepared by: Trish Kings, Superintendent of Education  
 Presented to: Committee of the Whole  
 Submitted on: February 15, 2011  
 Submitted by: Cathy Horgan, Director of Education & Secretary

**Early Learning Kindergarten Program**  
Public Session

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**BACKGROUND INFORMATION:**

The first phase of Ontario’s province-wide Early Learning Kindergarten Program for four and five year olds was announced on October 27, 2009, with the intention that the program be offered in a number of schools throughout the province starting in September 2010, with full implementation by 2015-16.

The overall goal of the Early Learning Kindergarten Program was to provide a smoother transition to Grade one and to help children develop the social and academic skills necessary to succeed in school and in life. The key elements included program model, selection of schools, communication, registration, curriculum development and professional development. In addition, key program features, funding allocations and processes related to the Early Learning Kindergarten Program, and the selection criteria for the first sites were provided.

A critical component early on and sustained throughout the process included a comprehensive consultation and planning process with our coterminous board, the Consolidated Municipal Service Managers, Social Service Administration Boards and local Best Start Networks. With a criteria for selection, specific parameters, and the Ministry allocations for 2010-11 (7 classes) and 2011-12 (4 classes), the process began.

**DEVELOPMENTS:**

The following schools and number of classes for 2010-11 were determined. Staff was hired based on enrolment and the Early Learning Kindergarten Program began in earnest.

Year One			
School	Number of Classes	Number of Students	Number of Staff
Holy Cross (Brantford)	1	25	1 classroom teacher 1 Early Childhood Educator
Jean Vanier (Brantford)	1 English class	30	1 classroom teacher 1 Early Childhood Educator
	2 French Immersion classes	31	1 classroom Teacher 1 Early Childhood Educator
Sacred Heart (Langton)	2	15	1 classroom teacher
		23	1 classroom teacher/1 ECE
St. Michael’s (Dunnville)	2	15	1 classroom teacher
		25	1 classroom teacher/1 ECE
St. Pius	1	17	1 classroom teacher/1 ECE
5 schools	9 classes	196 students	9 classroom teachers 6 Early Childhood Educators

The year two program will take place in three schools for 2011-2012 and include the following:  
Christ the King, Brantford (1 class)  
St. Patrick's, Caledonia (1 class)  
St. Stephen's, Cayuga (1 class)

Registration began in January 2011 and will continue throughout the next several months.

Year three schools, although identified, are waiting for Ministry approval in the spring and include:

St. Joseph's, Simcoe  
St. Frances Cabrini, Delhi  
Notre Dame, Brantford  
St. Cecilia's, Port Dover  
St. Basil, Brantford  
St. Peter, Brantford  
St. Theresa, County of Brant  
Resurrection, Brantford

The other key elements previously identified can be described as follows:

#### A. Program Model

The ELKP is offered during the school year with two basic components:

- a core component offered each day during the hours of the instructional day with a certified teacher and an early childhood educator;
- an extended day component before and after school for students, if numbers warrant; parents choose and on a cost-recovery basis lead by an early childhood educator.

#### B. Curriculum Development

The Early Learning Kindergarten Program document has been developed by the Ministry of Education and has incorporated the previous Kindergarten Document and the Early Learning for Every Child Today Document previously used in Early Childhood Education Program. All of our Kindergarten classes use the document, *In God's Image*, to guide the faith and spiritual development of the children.

The Elementary Program Consultant, Lisa Kuyper, along with the Kindergarten committee is in the process of developing support materials and accessing other resources to enhance the program. The Kindergarten Report Card has been revised for the regular Kindergarten program, as well as the Early Learning Kindergarten Program while awaiting a provincial report card, by the end of 2012.

#### C. Professional Development

During this first year, our early learning kindergarten teachers and early childhood educators have been involved in a number of professional development activities. All began the year as participants in the Board's Faith Day and have continued to learn during our other P.A. Days, workshops and after school learning sessions. The school principals have also participated in these learning sessions.

All of our kindergarten teachers in the regular program and the Early Learning Kindergarten Program participated in learning opportunities with Nipissing University as well as at our most recent P.A. Day, so that everyone is learning together as we move forward.

#### D. Communication

With the assistance of the Manager of Communications and Community Relations, strategies have been put in place to share information about Kindergarten in general and the Early Learning Kindergarten Program in particular. These include the development of brochures, notices in our parishes, on the website, advertisements on billboards, in newspapers and a welcome package for parents and children at the time of registration and first days of school. Our schools play a significant role through school-based strategies including newsletters, orientation and their websites.

The implementation of the Early Learning Kindergarten Program has been guided by a Steering Committee comprised of Board staff and community members. Sub-committees including program, professional development, communication and human resources have provided valuable support related to each area.

Overall, the first year, to date, has been highly successful based on feedback from curriculum staff, teachers, ECEs, and principals. Feedback from parents will also be solicited in the spring.

In recent Ministry announcements, child care for children 3.8 years and beyond has now become the responsibility of school boards.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Early Learning Kindergarten Program report.

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

Prepared by: Wally Easton, Associate Director, Corporate Services & Treasurer  
Trish Kings, Superintendent of Education  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

### Early Learning Kindergarten Program – Extended Day Public Session

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#### **BACKGROUND INFORMATION:**

The Extended Day Program provides an opportunity for a seamless day for children, a consistent approach in terms of curriculum, increased student achievement, and parental involvement. On December 16, 2010, Jim Grieve, Assistant Deputy Minister, sent a memorandum regarding regulatory amendments for Full-day Junior Kindergarten and Kindergarten, and Extended Day Programs. In this memorandum, the Assistant Deputy Minister recognized that many boards faced challenges with respect to implementing extended day programs. To help maximize access to before – and/or after – school programs, beginning in Year 2, amendments would give boards the flexibility to enter into agreements with third-party operators to provide before – and/or after – school programs at school sites where demand exists. As it is the duty of boards as set out in section 259 of the Education Act to operate extended day programs for JK/K, boards now have the flexibility to:

- directly operate the extended day program, or
- enter into an agreement with a qualifying third-party provider.

#### **DEVELOPMENTS:**

New requirements have been introduced with respect to the collection of information from parents and the provision of information to parents. Boards must determine the viability threshold for operating the extended day and are not required to operate extended day programs at schools where:

- (a) there is a projected enrolment of less than 10 pupils in at least one part of the day per minimum staff required, and,
- (b) the appropriate projected pupil enrolment cannot be reached by opening up to at least 25% of extended day spaces in a program unit to pupils in Grade 1 and 2.

With respect to the requirement to use older pupils to support viability, a board could open more than 25% of extended day spaces to children ages 6 to 12 years. The viability test applies separately to the before – and/or after – school components of extended day programs.

A program planning component has been introduced to the enrolment projection process used to determine the viability of extended day programs, which includes the provision of information to parents. Boards must communicate its base daily fee on its website, as well as communicate it to:

- parents of pupils of the board enrolled in JK/K classes;
- parents of pupils of the board enrolled in other primary or junior division classes where the board is considering operating extended day programs for older children; and
- parents who have expressed an interest in enrolling their children in the next year as pupils of the board in JK/K classes and, where the board is considering operating extended day programs for older children, as pupils in other primary or junior division classes.

In conjunction with communicating the base daily fee, boards are also required to collect information regarding the parents' interests and needs with respect to extended day programs.

This information includes:

- Whether or not these parents are interested in enrolling their children in the board's extended day programs in the upcoming school year;
- Whether or not these parents were offered extended day care on non-instructional days; and,
- Parent preferences with respect to the hours of operation of the Board's extended day programs.

Boards must collect this information through parent questionnaires, as well as any other means that the board considers appropriate.

Before determining that a before – and/or after – school program is not viable, a board may consider other options, including:

- Operating before – and/or after – school programs for pupils enrolled in primary or junior division classes other than JK/K;
- Operating before – and/or after – school programs on non-instructional days during the school year;
- Permitting pupils to enrol in before – and/or after – school programs on a part-time basis; and,
- Partnering with another school of the board or coterminous board to deliver a combined extended day program for the portion of the day that has been determined non-viable.

Boards must determine whether it will operate the program or enter into a third-party agreement. Third parties operating the extended day programs for JK/K pupils must:

- Meet the requirements under relevant legislation (e.g. the Day Nurseries Act);
- Be located on site;
- Deliver program content consistent with the Ministry's Extended Day Program;
- Operate programs on instructional days; and
- Investigate parental interest for programs on non instructional days.

Boards have been provided with a template from the Ministry of Education, based on Ontario Regulation 251, to determine daily fees for the before – and/or after – school program. The estimated fee for before and after school programs for 2011-12 is \$25.00 per day for the 188 instructional days in the school year. Attached as Appendix A is the calculation using the prescribed Ministry of Education template. The staff includes an Early Childhood Educator (ECE) and one other support person for each classroom, plus support services for special needs students estimated based on services required for the day school program. The base daily fees calculations for extended day programs in the 2011-2012 school year are to be completed before the first school day in February of the 2010-11 school year.

The actual daily fee calculations for extended day programs for the 2011-12 school year are to be completed no later than the day before the last day of the 2010-11 school year. Boards must disclose their proposed fees and fee calculations to the Minister, their coterminous boards and Consolidated Municipal Service Managers or District Social Services Administration Boards five days prior to the submission of the proposed fees for final approval by trustees.

Boards that are exempt from the duty to operate extended day programs for the 2011-2012 school year at specific Year 1 or 2 school sites (due to lack of viability or transitional third party arrangements) must submit the appropriate affirmation to the Ministry no later than the day before the last school day of the 2010-11 school year.

Boards are also required to provide a detailed account of how they determined actual daily fees for extended day programs on both instructional and non instructional days to the Minister by July 15, 2011.

Fees for non instructional days must also be calculated.

The next steps include:

- Collecting information from the parents to determine the viability of the before – and/or after – school programs for the full day learning programs in Year 1 and 2 schools.
- Meeting with our coterminous board to discuss operational issues; and
- Meeting with the Consolidated Municipal Service Managers to discuss implications with respect to third-party providers for our extended day program.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Early Learning Kindergarten Program – Extended Day report.

ELKP Fee for Before and After School Program Based on Board Costs				
				<b>TOTAL</b>
<b>Benchmark</b>	<b>Benchmark Unit</b>	<b>Provincial and/or Board Determined</b>	<b># Hours / day -&gt;</b>	<b>5</b>
			<b>ECE / STAFF COSTS</b>	
\$ 23.18	Hourly	Board determined	(a) Wage compensation	\$43,578.40
24.32%	as % of hourly wage	Provincial	(b) Benefits (including Pension )	\$10,598.27
13.40%	as % of hourly wage + benefits	Provincial	(c) Vacation + Statutory Holidays	\$7,260.79
2.00%	as % of hourly wage + benefits	Provincial	(d) Professional Development	\$1,083.53
5.00%	as % of hourly wage + benefits + Vacation + Statutory holidays	Provincial	(e) Supply ECEs for Extended day	\$3,126.05
			<b>TOTAL STAFF COSTS</b>	<b>\$65,647.04</b>
0.0%	per unit costs	Board determined	Administrative costs	\$0.00
			<b>PER PUPIL COSTS</b>	
\$ 0.40	per-pupil per hour	Provincial/Board determined	School Operations (up to \$0.40 per pupil)	\$9,400.00
\$ 1.00	per-pupil per day	Board determined	Materials for Extended day	\$4,700.00
\$ 2.00	per-pupil per day	Board determined	Food / Snacks	\$9,400.00
\$ 4.15	per pupil per day	Board determined	Special Education	\$19,527.31
			<b>Total Costs (excluding vacancy)</b>	<b>\$108,674.35</b>
5.0%	as a % of Total Cost (before vacancy)	Provincial / Board determined	Vacancy Allowance (up to 5%)	\$5,433.72
3.5%	as a % of Total Cost (after vacancy)	Board determined	Transaction Costs	\$3,993.78
			<b>Total Costs</b>	<b>\$118,101.85</b>
			<b>Base Fee</b>	<b>\$25.13</b>
			<b>Rounded Base Fee</b>	<b>\$25.00</b>

**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: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**SCHOOL RENEWAL PROJECTS 2010-11**  
Public Session

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**BACKGROUND INFORMATION:**

In June 2009, the Board approved the Long-Term Renewal Plan for the five year period 2008 to 2014. The plan provided for \$5.1 million of School Renewal expenditures over that period and \$1,078,500 in the 2010-11 year.

**DEVELOPMENTS:**

Attached is a summary of proposed School Renewal Projects for 2010-11 (Appendix A). A detailed schedule of projects at each school has been reviewed by Senior Administration and has been discussed with the principals of each school. The total cost for the proposed 2010-11 projects is \$1,018,514. The difference between the grant and the proposed expenditures (approximately \$450,000) will be used to reduce excess expenditures from previous years. Although the planned renewal program is less than previous years, there were many repairs and renovations completed during the period 2000-08, as approved by the Board in its 2000 Long-Term Accommodations Plan. In addition, the Ministry's Good Places to Learn program provided for \$8.4 million of projects over the last four years.

Most of the projects for 2010-11 are minor; however, a few major projects include a new septic system at Sacred Heart School, Langton and roof replacements at Blessed Sacrament and Our Lady of Fatima schools.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the School Renewal Projects for 2010-11 in the amount of \$1,018,514.

**APPENDIX A**

**Summary of School Renewal Projects 2010-11**

Building Renovations and Upgrades	\$190,823
Asbestos	6,524
HVAC and Mechanical	15,000
Studies	8,226
Walls/Foundations/Bricks	3,856
Roofing	565,600
Major Plumbing	83,995
Doors/Windows/Hardware	29,500
Site Works	63,990
Security and Communications	51,000
<b>TOTAL</b>	<b>\$1,018,514</b>

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

Prepared by: Bill Chopp, Superintendent of Education  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

## 2011-12 SCHOOL YEAR CALENDAR

Public Session

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### **BACKGROUND INFORMATION:**

Regulation 304 of the Education Act outlines the requirements for preparation and submission of school year calendars. Each Ontario School Board is to submit their school year calendars by May 1<sup>st</sup> of each year. Modified calendars are to be submitted to the Ministry of Education by March 1, 2011.

Based on Regulation 304:

- For 2011-12, there are 196 school days between September 1, 2011 and June 30, 2012.
- The school year shall include a minimum of 194 school days of which two must be designated as professional activity (PA) days that must be devoted to specific provincial education priorities. Boards may designate up to four additional days as PA days.
- The remaining school days shall be instructional days.

### **DEVELOPMENTS:**

The School Year Calendar Committee, consisting of a representative from the Board of Trustees, OECTA, OSSTF, Principals' Association, Curriculum and Special Education Departments, and Senior Administration, has reviewed a draft copy of the school year calendar as well as options for the 2011-12 school year.

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

- Six professional activity days have been allocated, of which a minimum of two will be devoted to the 2011-12 provincial education priorities (Appendix A).
- That Friday, April 13, 2012 be designated a professional activity day for St. Cecilia's School in Port Dover in lieu of the Friday, April 27, 2012 professional activity day, due to the anticipated transportation issues related to the "Friday the 13<sup>th</sup>" celebrations in Port Dover.
- The 2011-12 school year calendar will include a modified Christmas break from December 26, 2011 to January 6, 2012 in place of December 19, 2011 to December 30, 2011.

Attached (Appendix B) are the proposed calendars for elementary schools, secondary schools and St. Cecilia's school.

### **RECOMMENDATION:**

THAT the Brant Haldimand Norfolk Catholic District School Board approves the modified 2011-12 School Year Calendars for Elementary schools, Secondary schools, and St. Cecilia's school, as presented.



*BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD*  
**2011-12 SCHOOL YEAR CALENDAR**  
 Professional Activity Days

Elementary	Secondary
October 7, 2011	October 7, 2011
	November 4, 2011
November 25, 2011	November 25, 2011
January 16, 2012	
	February 2, 2012
April 13, 2012 ( <i>St. Cecilia's only</i> )	
April 27, 2012 ( <i>except St. Cecilia's</i> )	
	April 30, 2012
June 4, 2012	
June 29, 2012	June 29, 2012



Ministry of Education

# School Year Calendar 2011 - 2012

**Legend** ▶ H - Statutory Holiday Schedule  
 B - Scheduled Examination Day  
 P - Professional Activity Day

C - Board Designated Holiday  
 Half Day

BHNCDSB Elementary

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week							2nd Week							3rd Week							4th Week							5th Week						
				M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S
August 2011	0	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
September 2011	19	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
October 2011	19	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
November 2011	21	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
December 2011	17	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
January 2012	16	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
February 2012	20	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
March 2012	17	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
April 2012	18	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
May 2012	22	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
June 2012	19	2	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30					
July 2012	0	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31				
<b>TOTAL</b>	<b>188</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>					

**Note:** The 2011-2012 calendar provides for 196 possible school days between September 1, 2011 and June 30, 2012. The school year shall include a minimum of 194 school days of which two days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.

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Ministry of Education

# School Year Calendar 2011 - 2012

**Legend** ▶ H - Holiday Schedule

B - Scheduled Examination Day

P - Professional Activity Day

C - Board Designated Holiday

Half Day

BHNCDSB Secondary

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 <sup>st</sup> Week							2 <sup>nd</sup> Week							3 <sup>rd</sup> Week							4 <sup>th</sup> Week							5 <sup>th</sup> Week							
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F						
August 2011	0	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31					
September 2011	18	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
October 2011	20	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
November 2011	21	2	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
December 2011	17	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
January 2012	17	0	3	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
February 2012	19	1	1	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
March 2012	17	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
April 2012	18	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
May 2012	21	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
June 2012	20	1	6	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
July 2012	0	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30						
<b>TOTAL</b>	<b>188</b>	<b>6</b>	<b>10</b>																																				

**Note:** The 2011-2012 calendar provides for 196 possible school days between September 1, 2011 and June 30, 2012. The school year shall include a minimum of 194 school days of which two days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.

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# School Year Calendar 2011 - 2012

Legend **H** - Statutory Holiday Schedule

**B** - Scheduled Examination Day

**P** - Professional Activity Day

**C** - Board Designated Holiday

Half Day

BHNCDSB Elementary - St. Cecilia only

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1 <sup>st</sup> Week							2 <sup>nd</sup> Week							3 <sup>rd</sup> Week							4 <sup>th</sup> Week							5 <sup>th</sup> Week									
				M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W
August 2011	0	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
September 2011	19	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
October 2011	19	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
November 2011	21	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
December 2011	17	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
January 2012	16	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
February 2012	20	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
March 2012	17	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
April 2012	18	1	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30								
May 2012	22	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
June 2012	19	2	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
July 2012	0	0	0	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31							
<b>TOTAL</b>	<b>188</b>	<b>6</b>	<b>0</b>	<b>196</b>																																					

**Note:** The 2011-2012 calendar provides for 196 possible school days between September 1, 2011 and June 30, 2012. The school year shall include a minimum of 194 school days of which two days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days.

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

Prepared by: Chris N. Roehrig, Superintendent of Education  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**EXCURSION – LAS VEGAS, NV  
CONSTRUCTION CHALLENGE NATIONALS**

Public Session

**BACKGROUND INFORMATION:**

Holy Trinity Catholic High School is requesting approval for an excursion to Las Vegas, NV from Monday, March 21, 2011 to Friday, March 25, 2011 (five school days).

**DEVELOPMENTS:**

Approximately six (6) Grades 11-12 students (5 male students and 1 female student) will be participating in this field trip. Supervising teachers will include Reg Ellis as the male chaperone with the female chaperone yet to be determined. The anticipated cost of the trip for each student is approximately \$200. Ground transportation, lodging and meals will be paid for by the CONNEXPO sponsors; therefore, there is no cost to the students, school or Board. The remaining costs of the trip will be paid for as per the chart below. If estimated expenses are less than predicted, students will receive a pro-rated reimbursement against their initial \$200 cost.

<b>Estimated Expenses</b>	<b>Amount</b>
Air Travel	\$2500
Parking and Fuel	100
Miscellaneous (tolls and bridges)	50
Materials for the challenge	500
Supply coverage for teacher	1200
<b>Total</b>	<b>\$4350</b>

<b>Revenue</b>	<b>Amount</b>
First Place prize from Toronto Expo	\$2000
Student payment (\$200.00 each)	1200
Supply Teacher (paid through SHSM/Skills Canada)	1200
School contribution (paid through cafeteria funds)	500
<b>Total</b>	<b>\$4900</b>

This trip will challenge the team in design, engineering, construction, and problem solving while trying to be the best of twenty-five (25) top teams from the nine regional competitions.

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

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Holy Trinity Catholic High School for an excursion to Las Vegas, NV from Monday, March 21, 2011 to Friday, March 25, 2011.

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

Prepared by: Chris Roehrig, Bill Chopp, Trish Kings, Superintendents of Education  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**EDUCATIONAL FIELD TRIP SUMMARY REPORT**  
Public Session

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**BACKGROUND INFORMATION:**

Attached is a summary (Appendix A) of educational field trips that have been approved during the period of September 1, 2010 to February 1, 2011.

The educational field trips included are those that involve overnight or extended overnight, as well as excursions.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the educational field trip summary report.

**EDUCATIONAL FIELD TRIP MONITORING REPORT - MONTHS OF: SEPTEMBER 1, 2010 – JUNE 30, 2011**

School	Destination and Type		Curriculum Expectations	Date dd/mm/yy	Duration (days)	# of School days	# of Students on Trip	# of Teacher(s) Chaperones	Cost to Student	Transportation	Superintendent
	Legend										
	a. Overnight										
	b. Extended Overnight										
	c. Excursion										
St. John' College	c.	New York City	<ol style="list-style-type: none"> <li>The excursion will offer the Drama students an opportunity to explore the historical development of theatre art forms.</li> <li>Students will examine the impact of the Arts on the cultural development of New York City.</li> </ol>	12/03/11	5	0	40	4	748.00	Bus	C. Roehrig
St. John's College	c.	Italy	<ol style="list-style-type: none"> <li>Provides an excellent opportunity for students to study amazing art works and architecture.</li> <li>Italy provides a view into a rich culture, long history, and deep art tradition that has been carried on for centuries.</li> <li>Art History students have looked at art periods of the past and how they continue to influence the art of today.</li> </ol>	11/03/11	10	0	45	4	2900.00	Air	C. Roehrig
St. Patrick's, Caledonia	a.	Camp Celtic, Lion's Head	<ol style="list-style-type: none"> <li>Health and physical education combined with drama, music, art and environmental curricular related learning experiences.</li> </ol>	03/06/11	4	2	20	2	415.80	Bus	B. Chopp
Notre Dame, Caledonia	a.	Camp Celtic, Lion's Head	<ol style="list-style-type: none"> <li></li> </ol>	17/06/11	4	2	58	3	446.00	Bus	B. Chopp
Our Lady of Providence	a.	Ottawa	<ol style="list-style-type: none"> <li>Ties in with Grade 8 history program.</li> <li>Ties in with Geography.</li> </ol>	25/05/11	3	3	47	3	449.00	Bus	T.Kings
Holy Family	a.	Ottawa	<ol style="list-style-type: none"> <li>Information re the beginnings and development of British colonies.</li> <li>Demonstrate an understanding of a variety of art forms.</li> </ol>	8-06-11	3	3	30	3	434.75	Bus	T. Kings

*As of February 1, 2011*

School	Destination and Type		Curriculum Expectations	Date dd/mm/yy	Duration (days)	# of School days	# of Students on Trip	# of Teacher(s) Chaperones	Cost to Student	Transportation	Superintendent
	Legend a. Overnight b. Extended Overnight c. Excursion										
St. John's College	c.	New York City - Culinary	<ol style="list-style-type: none"> <li>Students will be exposed to the culinary culture by visiting the Institute of America, the French Culinary Institute, and several famous culinary neighbourhoods.</li> <li>Students will experience first-hand historical, geographical, social, and cultural lessons that will bring their studies to life.</li> </ol>	12/03/11	5	0	20	3	609.00	Bus	C. Roehrig
St. John's College	c.	New York City - Arts	<ol style="list-style-type: none"> <li>Provides an excellent opportunity for art students to visit one of the major art centres of the world.</li> <li>Students will visit museums that contain a wealth of artifacts, art works, and information from diverse cultures and time periods, bringing a greater understanding to the courses studied.</li> </ol>	19/05/11	5	2	35	3	599.00	Bus	C. Roehrig
Assumption College School	c.	Chicago, IL	<ol style="list-style-type: none"> <li>Students will have an opportunity to experience American history, world politics, western civilization, and ancient history while enhancing their studies.</li> <li>They will learn about Chicago's history, both as an urban centre and as a part of the larger United States.</li> <li>Students will explore the history of 300 years of shipping on the Great Lakes to today's international shipping and recreational activities.</li> </ol>	05/05/11	4	2	35	2	600.00	Bus	C. Roehrig
Assumption/Holy Trinity//St. John's	c.	Nashville, TN	<ol style="list-style-type: none"> <li>"Mission Trip" – #17 - students will be involved with the Mennonite Disaster Service in a small construction and cleanup project as a result of the Great Flood.</li> </ol>	29/01/11	7	5	20	7	NIL	Bus	C. Roehrig

As of February 1, 2011

School	Destination and Type		Curriculum Expectations	Date dd/mm/yy	Duration (days)	# of School days	# of Students on Trip	# of Teacher(s) Chaperones	Cost to Student	Transportation	Superintendent
	Legend										
	a. Overnight b. Extended Overnight c. Excursion										
Assumption College	c.	Boston, MA	<ol style="list-style-type: none"> <li>Students will have an opportunity to enhance the cultural and social components of the music curriculum by participating in several concerts at schools and community centres.</li> <li>Students will investigate careers in music such as conducting, teaching, performing, critic, etc.</li> </ol>	28/04/11	4	2	50	3	550.00	Bus	C. Roerhrig
St. Bernard of Clairvaux	a.	Kitchener	<ol style="list-style-type: none"> <li>Students will get the chance to explore how groups develop and interact. The 2 days consist of a series of fun, exciting, and challenging activities that are designed to promote cooperation, communication, adaptation, and trust. Groups meet both physical and intellectual challenges that are designed to stimulate an approach that values the abilities of each individual, but relies upon the interaction of the group for successful completion.</li> </ol>	14/02/11	2	2	30	4	\$90.00	Bus	B. Chopp
St. Bernard	a.	Camp Celtic, Lions Head	<ol style="list-style-type: none"> <li>Health &amp; Phys Ed 2010 Curriculum Document.</li> <li>Healthy Living.</li> </ol>	3/06/11	4	1	25	2	446.00	Bus	T. Kings
Holy Cross	a.	Tim Horton's Onondaga Farms	<ol style="list-style-type: none"> <li>Apply physical fitness concepts and practices that contribute to healthy active living.</li> <li>Use a variety of resources and tools to gather, process, and communicate geographic information about the earth's physical features and patterns.</li> </ol>	02/16/11	3	3	38	4	0	Bus	T. Kings

*As of February 1, 2011*

School	Destination and Type		Curriculum Expectations	Date dd/mm/yy	Duration (days)	# of School days	# of Students on Trip	# of Teacher(s) Chaperones	Cost to Student	Transportation	Superintendent
	Legend										
	a.	Overnight									
	b.	Extended Overnight									
	c.	Excursion									
St. Stephen's	a.	Camp Celtic, Lion's Head	<ol style="list-style-type: none"> <li>The student will interact and work effectively with others.</li> <li>Demonstrate respect for human rights.</li> <li>Be motivated to fulfill the responsibilities of citizenship in a democratic society.</li> <li>Be motivated to build healthy lifestyles and relationships.</li> </ol>	17/06/11	4	2	28	2	446.35	Bus	B. Chopp
St. Cecilia's,	b	Quebec City, Quebec	<ol style="list-style-type: none"> <li>In order to enhance the grade 7/8 curriculum, as well as History and Geography programs, the students will be given the opportunity to take part in this unique educational and cultural travel program. It will combine academic instruction, physical activity, bicultural and bilingual experiences.</li> </ol>	20/06/11	4	4	42	3	698.25	Bus	B. Chopp
St. Mary's, Hagersville	a	Camp Celtic, Lion's Head	<ol style="list-style-type: none"> <li>The student will interact and work effectively with others.</li> <li>Demonstrate respect for human rights.</li> <li>Be motivated to fulfill the responsibilities of citizenship in a democratic society.</li> <li>Be motivated to build healthy lifestyles and relationships.</li> </ol>	03/06/11	4	2	19	2	450.00	Bus	B. Chopp

As of February 1, 2011

**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: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**FINANCIAL REPORT – NOVEMBER 2010**

Public Session

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**BACKGROUND INFORMATION:**

Attached is the Board Expenditure Report for the period ended November 30, 2010.

**DEVELOPMENTS:**

Generally, there are few significant variances to report at this time. At the end of the first quarter, 22.7% of the total budget had been spent. Salaries are being monitored closely each month and the current projection to year end is slightly below budget. The expected percentage of salary budget spent at any time of the year varies by employee group.

With the transition to full Tangible Asset Reporting for Ministry purposes, furniture and equipment purchases of less than \$5,000 for a single item are being reported as *replacement equipment* as these items are funded from Operations and will not be capitalized. Personalized Equipment is also included in this category as, individually, these items are low dollar items and funding is received in the year to cover most of the cost.

Within Human Resources Fees and Contracts, the Labour Relations costs to date are significantly higher than expected and were adjusted on the Revised Budget to accommodate the increased costs. It should also be noted that a number of membership contracts require payment of annual fees in the first part of the year, leaving these budget lines with little spending room for the rest of the year.

School Renewal spending to date amounts to \$122,149, which is significantly below budget, but most School Renewal expenditures are realized during March Break and during the summer months. Expenditures identified as New Pupil Places are interest payments of debenture debt. Principal payments no longer are included in the Operations Expenditure budget.

The Governance/Trustees Department is 38.5% spent as annual Trustee fees are paid in the first part of the year.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Financial Report – November 2010.

BRANT HALDIMAND NORFOLK CDS BD  
Monthly Board Report  
FOR THE MONTH ENDING NOVEMBER 30, 2010

	Budget	Expenditures	% Spent
<b>OPERATING INSTRUCTION</b>			
SALARIES & WAGES	49,783,107	11,350,763	22.8
EMPLOYEE BENEFITS	5,816,929	988,249	17.0
STAFF DEVELOPMENT	79,718	44,939	56.4
SUPPLIES & SERVICES	2,143,466	346,290	16.2
REPLACEMENT F & E	195,544	45,422	23.2
RENTAL EXPENDITURE	-	-	0.0
FEES & CONTRACTUAL SERVICES	367,586	126,270	34.4
OTHER	-	-	0.0
AMORTIZATION	662,397	165,599	25.0
Total INSTRUCTION	59,048,747	13,067,532	22.1
<b>SPECIAL EDUCATION</b>			
SALARIES & WAGES	10,620,142	2,556,952	24.1
EMPLOYEE BENEFITS	1,937,952	401,286	20.7
STAFF DEVELOPMENT	35,100	1,481	4.2
SUPPLIES & SERVICES	261,560	20,932	8.0
REPLACEMENT F & E	192,500	8,139	4.2
RENTAL EXPENDITURE	-	-	0.0
FEES & CONTRACTUAL SERVICES	49,500	8,550	17.3
Total SPECIAL EDUCATION	13,096,754	2,997,340	22.9
<b>SCHOOL MANAGEMENT/SCHOOL SERVICES</b>			
SALARIES & WAGES	6,752,100	1,634,866	24.2
EMPLOYEE BENEFITS	974,342	197,469	20.3
STAFF DEVELOPMENT	48,900	5,742	11.7
SUPPLIES & SERVICES	373,617	116,663	31.2
REPLACEMENT F & E	43,349	8,278	19.1
RENTAL EXPENDITURE	34,000	-	0.0
FEES & CONTRACTUAL SERVICES	159,156	84,125	52.9
Total SCHOOL MANAGEMENT/SCHOOL SERVICES	8,385,464	2,047,142	24.4
<b>STUDENT SUPPORT SERVICES-GENERAL</b>			
SALARIES & WAGES	551,966	122,120	22.1
EMPLOYEE BENEFITS	76,457	16,887	22.1
STAFF DEVELOPMENT	1,500	-	0.0
SUPPLIES & SERVICES	2,400	159	6.6
RENTAL EXPENDITURE	-	-	0.0
Total STUDENT SUPPORT SERVICES-GENERAL	632,323	139,165	22.0
<b>COMP &amp; OTH TECH STUDENT SUPP SERV</b>			
SALARIES & WAGES	865,451	183,686	21.2
EMPLOYEE BENEFITS	193,372	37,964	19.6
STAFF DEVELOPMENT	15,000	-	0.0
SUPPLIES & SERVICES	82,100	66,161	80.6
REPLACEMENT F & E	5,000	857	17.1
FEES & CONTRACTUAL SERVICES	72,755	3,602	5.0
Total COMP & OTH TECH STUDENT SUPP SERV	1,233,678	292,271	23.7
<b>LIBRARY SERVICES</b>			
SALARIES & WAGES	832,759	226,885	27.2
EMPLOYEE BENEFITS	173,172	42,304	24.4
STAFF DEVELOPMENT	2,000	1,834	91.7
SUPPLIES & SERVICES	153,135	46,092	30.1
Total LIBRARY SERVICES	1,161,066	317,115	27.3

BRANT HALDIMAND NORFOLK CDS BD  
Monthly Board Report  
FOR THE MONTH ENDING NOVEMBER 30, 2010

	Budget	Expenditures	% Spent
<b>GUIDANCE SERVICES</b>			
SALARIES & WAGES	931,885	215,899	23.2
EMPLOYEE BENEFITS	95,286	13,905	14.6
SUPPLIES & SERVICES	3,000	554	18.5
REPLACEMENT F & E	-	-	0.0
Total GUIDANCE SERVICES	1,030,171	230,358	22.4
<b>TEACHER SUPPORT SERVICES</b>			
SALARIES & WAGES	1,197,686	212,478	17.7
EMPLOYEE BENEFITS	140,942	15,733	11.2
STAFF DEVELOPMENT	19,000	2,829	14.9
SUPPLIES & SERVICES	104,200	42,810	41.1
REPLACEMENT F & E	-	-	0.0
RENTAL EXPENDITURE	-	-	0.0
FEES & CONTRACTUAL SERVICES	13,350	20,718	155.2
OTHER	-	-	0.0
Total TEACHER SUPPORT SERVICES	1,475,178	294,567	20.0
<b>GOVERNANCE/TRUSTEES</b>			
SALARIES & WAGES	64,700	15,965	24.7
EMPLOYEE BENEFITS	2,588	341	13.2
STAFF DEVELOPMENT	23,000	3,982	17.3
SUPPLIES & SERVICES	22,300	2,961	13.3
REPLACEMENT F & E	-	-	0.0
FEES & CONTRACTUAL SERVICES	-	-	0.0
OTHER	51,250	47,880	93.4
Total GOVERNANCE/TRUSTEES	163,838	71,128	43.4
<b>GENERAL ADMINISTRATION</b>			
SALARIES & WAGES	1,238,029	305,387	24.7
EMPLOYEE BENEFITS	167,285	38,652	23.1
STAFF DEVELOPMENT	39,000	9,610	24.6
SUPPLIES & SERVICES	89,197	11,716	13.1
REPLACEMENT F & E	2,500	-	0.0
FEES & CONTRACTUAL SERVICES	176,130	1,608	0.9
OTHER	30,100	15,236	50.6
AMORTIZATION	50,846	12,712	25.0
Total GENERAL ADMINISTRATION	1,793,087	394,920	22.0
<b>BUSINESS ADMINISTRATION</b>			
SALARIES & WAGES	505,978	118,201	23.4
EMPLOYEE BENEFITS	111,486	23,098	20.7
STAFF DEVELOPMENT	7,000	314	4.5
SUPPLIES & SERVICES	60,500	3,680	6.1
REPLACEMENT F & E	25,000	323	1.3
RENTAL EXPENDITURE	-	-	0.0
FEES & CONTRACTUAL SERVICES	221,855	50,947	23.0
OTHER	-	(108)	0.0
Total BUSINESS ADMINISTRATION	931,819	196,455	21.1
<b>HUMAN RESOURCES ADMINISTRATION</b>			
SALARIES & WAGES	467,298	108,976	23.3
EMPLOYEE BENEFITS	76,318	19,399	25.4
STAFF DEVELOPMENT	6,200	1,590	25.7
SUPPLIES & SERVICES	22,500	9,351	41.6
FEES & CONTRACTUAL SERVICES	129,900	80,556	62.0
Total HUMAN RESOURCES ADMINISTRATION	702,216	219,873	31.3

BRANT HALDIMAND NORFOLK CDS BD  
Monthly Board Report  
FOR THE MONTH ENDING NOVEMBER 30, 2010

	Budget	Expenditures	% Spent
<b>INFORMATION TECHNOLOGY ADMINIS.</b>			
SALARIES & WAGES	50,190	11,554	23.0
EMPLOYEE BENEFITS	9,883	1,736	17.6
SUPPLIES & SERVICES	15,200	-	0.0
REPLACEMENT F & E	8,150	-	0.0
RENTAL EXPENDITURE	-	-	0.0
FEES & CONTRACTUAL SERVICES	26,658	7,233	27.1
Total INFORMATION TECHNOLOGY ADMINIS.	110,081	20,523	18.6
<b>SCHOOL OPERATIONS</b>			
SALARIES & WAGES	3,807,617	969,252	25.5
EMPLOYEE BENEFITS	923,045	208,355	22.6
STAFF DEVELOPMENT	2,000	653	32.7
SUPPLIES & SERVICES	2,088,558	288,816	13.8
REPLACEMENT F & E	47,000	3,941	8.4
RENTAL EXPENDITURE	185,098	49,413	26.7
FEES & CONTRACTUAL SERVICES	730,000	59,143	8.1
AMORTIZATION	3,131,607	782,902	25.0
Total SCHOOL OPERATIONS	10,914,925	2,362,475	21.6
<b>SCHOOL MAINTENANCE</b>			
SALARIES & WAGES	722,318	156,998	21.7
EMPLOYEE BENEFITS	149,700	32,303	21.6
STAFF DEVELOPMENT	2,500	-	0.0
SUPPLIES & SERVICES	575,539	90,741	14.3
REPLACEMENT F & E	5,000	-	0.0
INTEREST ON LONG TERM DEBT	93,778	47,274	50.4
RENTAL EXPENDITURE	-	-	0.0
FEES & CONTRACTUAL SERVICES	128,293	1,807	1.4
Total SCHOOL MAINTENANCE	1,677,128	329,124	19.0
<b>SCHOOL RENEWAL</b>			
SALARIES & WAGES	-	-	0.0
SUPPLIES & SERVICES	1,486,634	122,149	8.2
INTEREST ON LONG TERM DEBT	-	-	0.0
Total SCHOOL RENEWAL	1,486,634	122,149	8.2
<b>NEW PUPIL PLACES</b>			
INTEREST ON LONG TERM DEBT	2,772,129	839,407	30.3
FEES & CONTRACTUAL SERVICES	-	-	0.0
PRINCIPAL & SINKING FUND PAYMENTS	-	-	0.0
Total NEW PUPIL PLACES	2,772,129	839,407	30.3
<b>OP &amp; MAINT/CAPITAL-NON INSTRUC</b>			
SALARIES & WAGES	45,843	11,338	24.7
EMPLOYEE BENEFITS	11,802	2,797	23.7
STAFF DEVELOPMENT	-	-	0.0
SUPPLIES & SERVICES	123,165	20,778	16.9
REPLACEMENT F & E	2,000	908	45.4
INTEREST ON LONG TERM DEBT	49,122	24,763	50.4
RENTAL EXPENDITURE	50,500	8,500	16.8
FEES & CONTRACTUAL SERVICES	30,000	15,118	50.4
Total OP & MAINT/CAPITAL-NON INSTRUC	312,432	84,201	27.0
<b>DIRECT CAPITAL &amp; DEBT</b>			
INTEREST ON LONG TERM DEBT	383,497	-	0.0
OTHER	146,395	-	0.0
Total DIRECT CAPITAL & DEBT	529,892	-	0.0

BRANT HALDIMAND NORFOLK CDS BD  
 Monthly Board Report  
 FOR THE MONTH ENDING NOVEMBER 30, 2010

	Budget	Expenditures	% Spent
<b>TRANSPORTATION - GENERAL</b>			
SALARIES & WAGES	97,741	11,926	12.2
EMPLOYEE BENEFITS	20,914	2,852	13.6
STAFF DEVELOPMENT	6,633	-	0.0
SUPPLIES & SERVICES	4,649	522	11.2
REPLACEMENT F & E	-	-	0.0
FEES & CONTRACTUAL SERVICES	28,870	28,466	98.6
Total TRANSPORTATION - GENERAL	158,807	43,765	27.6
<b>TRANSPORTATION - HOME TO SCHOOL</b>			
FEES & CONTRACTUAL SERVICES	5,364,165	1,575,376	29.4
Total TRANSPORTATION - HOME TO SCHOOL	5,364,165	1,575,376	29.4
<b>TRANSPORTATION-SCHOOL TO SCHOOL</b>			
FEES & CONTRACTUAL SERVICES	62,107	15,632	25.2
Total TRANSPORTATION-SCHOOL TO SCHOOL	62,107	15,632	25.2
<b>TRANSPORTATION - BOARD, LODGING...</b>			
FEES & CONTRACTUAL SERVICES	5,000	1,500	30.0
Total TRANSPORTATION - BOARD, LODGING...	5,000	1,500	30.0
<b>TRANSPORTATION - BLIND &amp; DEAF</b>			
FEES & CONTRACTUAL SERVICES	-	-	0.0
Total TRANSPORTATION - BLIND & DEAF	-	-	0.0
<b>CONTINUING EDUCATION</b>			
SALARIES & WAGES	-	-	0.0
EMPLOYEE BENEFITS	-	-	0.0
STAFF DEVELOPMENT	-	-	0.0
SUPPLIES & SERVICES	-	-	0.0
FEES & CONTRACTUAL SERVICES	-	-	0.0
Total CONTINUING EDUCATION	-	-	0.0
<b>OTHER NON-OPERATING</b>			
OTHER	-	-	0.0
TRANSFERS FROM RESERVES	-	-	0.0
Total OTHER NON-OPERATING	-	-	0.0
<b>Total</b>	<b>113,047,642</b>	<b>25,662,018</b>	<b>22.7</b>

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

Prepared by: Wally Easton, Associate Director, Corporate Services & Treasurer  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

### ST. PIUS X / ST. BERNARD SCHOOLS CONSOLIDATION

Public Session

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#### **BACKGROUND INFORMATION:**

In March 2010 the Accommodation Review Committee presented a report to the Director of Education which included the recommendation:

*“That the Brant Haldimand Norfolk Catholic District School Board closes St. Bernard School and St. Pius X School in Brantford and builds a new school on the St. Pius X school site to accommodate the students of both schools, provided the Ministry of Education allocates funding for this purpose.”*

The Director of Education presented a report to Board in November 2010 and the Board approved the following recommendation:

*“That the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board closes St. Bernard School and St. Pius X School in Brantford and builds a new school on the St. Pius X school site to accommodate the students of both schools, effective September 1, 2013, provided the Ministry of Education allocates funding for this purpose, subject to additional public input.”*

The Board's Policy #400.16 requires that the Board seeks further input from the public at a public meeting of the Board; this public meeting was held on January 25, 2011. The policy further requires that staff respond to the issues raised during the public meeting at the next regularly scheduled board meeting. The policy and the Ministry guidelines also require that the decision not be finalized until sixty days after the report to the Board and thirty days after the Board meeting for public input, therefore, the Board will make a final decision at the March 29, 2011 Board meeting.

#### **DEVELOPMENTS:**

During the public meeting, the following concerns were raised regarding the consolidation of St. Bernard and St. Pius X Schools:

- 1) Major building component are only approximately 1/3 through their life expectancy (roof, air handling, windows), so costly repairs are not required for a few years.

Response: The policy requires that major repairs and upgrades to the building based on data from the Ministry of Education's ReCAPP information system be provided to the ARC. Staff have looked at that data and information in more detail and determined the following needs for the schools based on our own criteria. The delegation from St. Bernard's stated that some building components did not need to be replaced; however, there are many components that will need to be replaced over the next five years, as summarized below:

	St. Bernard's	St. Pius X
Electrical	\$279,500	\$292,000
Plumbing	\$168,000	\$153,000
Roofing	\$340,000	\$ 90,000
Windows	\$123,000	\$100,000
Interior painting, doors, ceiling, etc.	\$100,000	\$195,000
Mechanical	\$ 90,000	\$135,300
Paved areas	\$ 85,800	\$ 52,500
TOTAL	\$ 1,186,300	\$ 1,017,800

- 2) New school designs were not developed for the St. Bernard site.

Response: An architect prepared a conceptual site plan for the St. Bernard School site with a school footprint designed for the appropriate size.

- 3) Double bussing loops would result in additional supervision costs, longer days for some students, impact on before/after school extra curricular activities, and impact on health since students would no longer be walking to school.

Response: The proposed double loops would create the need for additional supervision before and after school; however, the supervision can be provided by staff at no additional cost. The estimated pick up time for the first student in the first loop is 50 minutes before school opening and the time that students from the first loop would be at the school is 20 to 25 minutes before class, and a similar amount of time after school. This is not unlike many other schools.

- 4) Potential loss of students to North Park Collegiate due to increased distance / dis-association with St. John's.

Response: There is no evidence to support this claim.

- 5) Impact on Leadership Course and Co-Op Education placement of St. John's students with local elementary school farther away.

Response: Our students at St. John's College will continue to travel to placements just as they do today.

- 6) Security and safety concerns with new school being constructed on St. Pius site including negotiating King George Road, proximity to commercial area and to Hwy. 403; St. Bernard is in a safer "residential" area.

Response: Students living on the west side of King George Rd. will be bused. Security issues at St. Pius X School are no greater than at other schools. There is no evidence to suggest there will be incidents resulting from proximity to commercial areas and Hwy 403. The site is totally fenced.

7) Proximity to a church is not a demonstrated “key” requirement of the Board.

Response: Proximity to a church is a factor that is considered, but is not the only factor.

8) Impact to St. Bernard’s unique music program

Response: The Board will continue to support the existing music program.

9) Potential impact on strong academic record of the school.

Response: There is no evidence to suggest the academic record of students will be negatively affected by the consolidation.

The delegation also presented the findings of a survey that was distributed to all parents/guardians of St. Bernard students in December, 2009. The survey was completed by 38 of the 128 families, a 30% response rate. While the number of parents is significant, it is not overwhelming. In addition, the survey questions were worded in such a way to suggest a response to the participants.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives staff’s report on the St. Pius X and St. Bernard Schools consolidation.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer  
T. Grice, Assistant Superintendent of Business  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**ATTENDANCE AREA REVIEW  
HOLY FAMILY AND SACRED HEART SCHOOLS, PARIS**  
Public Session

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**BACKGROUND INFORMATION:**

Periodically, a review of the existing boundaries of schools within the Board is made based on feedback from Transportation Services when students are being bused as out of boundary courtesy riders to a school. The Student Transportation Services Policy for courtesy transportation states that courtesy transportation is assigned on an annual basis, via an application process, and may not be granted if preset conditions are not met.

When the original boundary for Holy Family School was established, the neighbourhood in the attendance area under review did not exist. As the school became established in Paris, the neighbourhood was built.

**DEVELOPMENTS:**

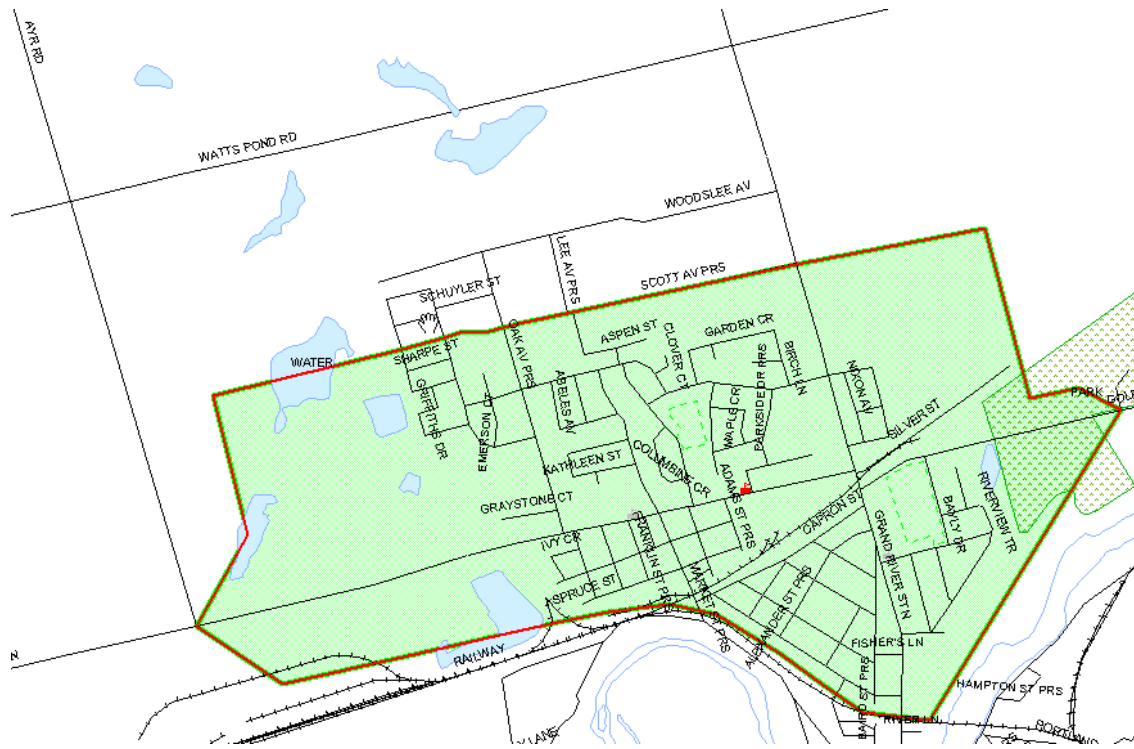
At the present time, there are a total of eight students who are currently attending Holy Family as out of boundary students in the Attendance Area under review. This is the area north of Scott Street in Paris bounded by Ayr Rd on the west, Watts Pond Rd on the north, and Grand River Street on the east. The eight students are in the Sacred Heart attendance area. Seven of the eight students are currently utilizing the transportation system as courtesy riders.

Adjusting the boundaries of both schools by moving the catchment area of Holy Family north, beyond Scott Ave., will capture the residents of the new subdivision including the eight noted students. The catchment boundary for Sacred Heart would be scaled back accordingly to match the changes made to the catchment area of Holy Family.

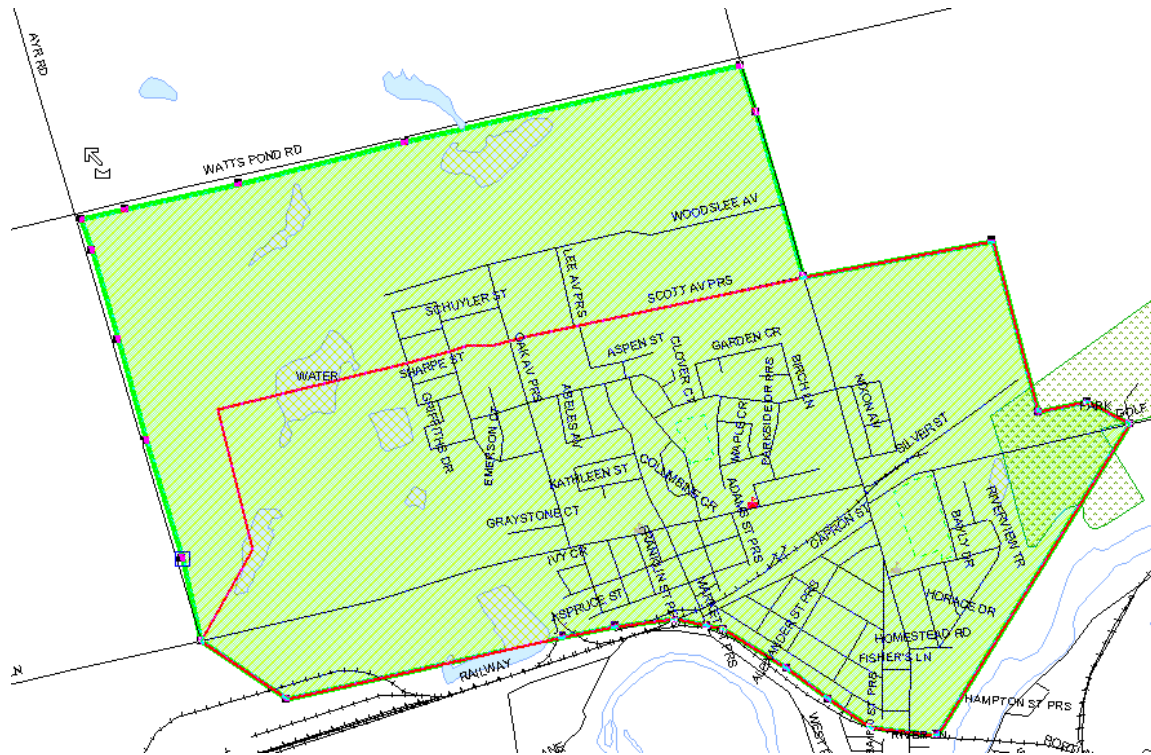
In the area where the catchment change is proposed, there will not be any negative implications for students who attend Sacred Heart (Paris) as no students from Sacred Heart (Paris) currently reside within this area.

Making this boundary modification will remove the eight current students and any future students as courtesy riders as they will be in bounds for their home school.

## Original Attendance Area for Holy Family School



## Proposed Attendance Area for Holy Family School



**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Attendance Area for Holy Family and Sacred Heart (Paris) Schools.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer  
Tom Grice, Assistant Superintendent of Business  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**ATTENDANCE AREA REVIEW  
ST. CECILIA'S AND ST. JOSEPH'S SCHOOLS**

Public Session

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**BACKGROUND INFORMATION:**

Periodically, a review of the existing boundaries of schools within the Board is made based on feedback from Transportation Services when students are being bused as out of boundary courtesy riders to a school. The Student Transportation Services Policy for courtesy transportation states that courtesy transportation is assigned on an annual basis, via an application process, and may not be granted if preset conditions are not met.

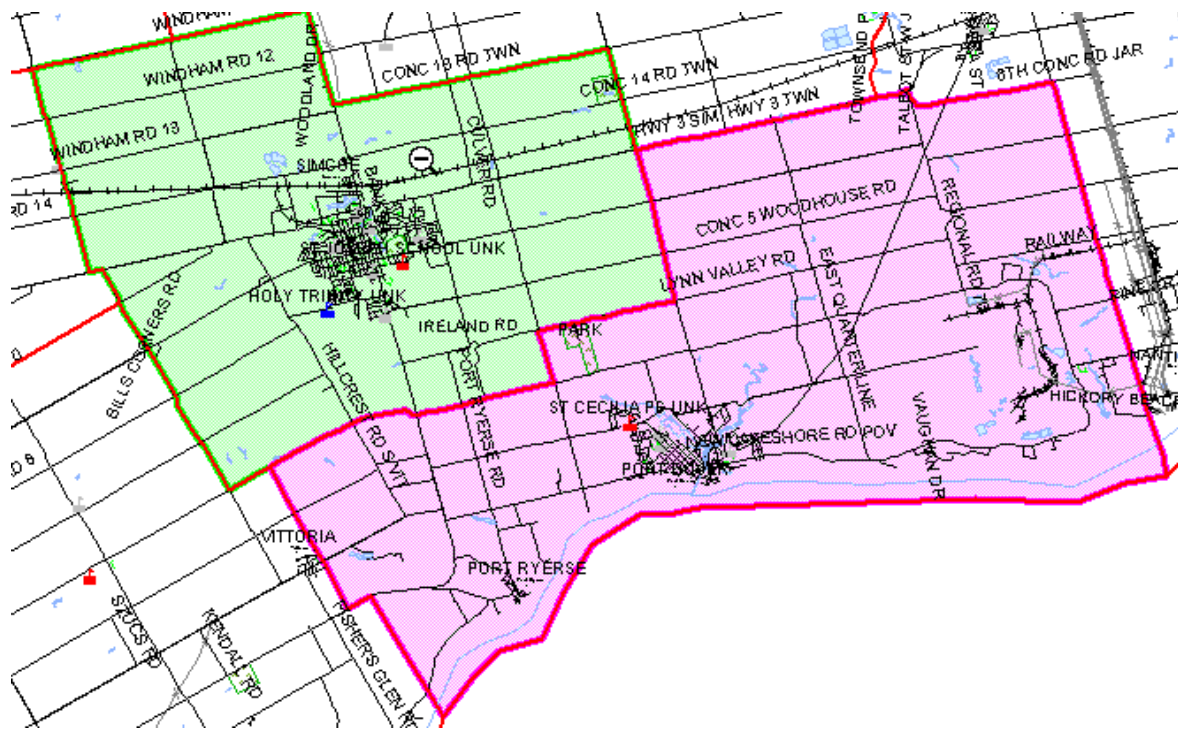
**DEVELOPMENTS:**

At the present time, there are a total of four students who are currently attending St. Cecilia's as out of boundary students in the Attendance Area under review. This is the area east of Blueline Road, south of Hwy 3, west of Cockshutt Rd. and north of Lynn Valley Rd. These four students are in the current St. Joseph attendance area. Two of the four students are currently utilizing the transportation system as courtesy riders while the parents of the other two students have expressed concerns around their ability to drive their children in the future. With the changes to courtesy ridership rules, the families would no longer be picked up at their home as they would be required to get to an existing stop location. The distance to the nearest stop is over 2.7 kilometers if the boundaries were to remain as they are today;

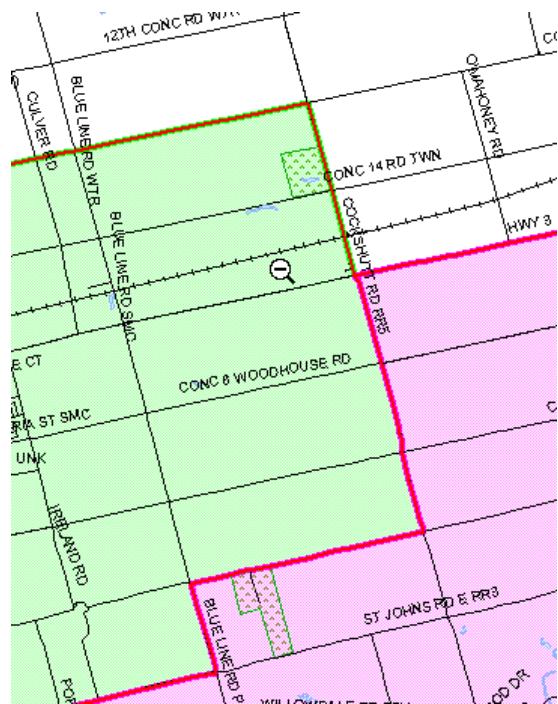
Adjusting the boundaries of both schools by moving the catchment area of St. Cecilia's west, nearly to Blue Line Rd, and encompassing the residents along Concession 5 and 6 Woodhouse Roads as well as the South side of Highway #3, will mirror historical transportation services. The catchment boundary for St. Joseph's would be scaled back accordingly to match the changes made to the catchment area of St. Cecilia's.

Two students (one family) in the area where the catchment change is proposed would be negatively impacted as they currently attend St. Joseph's School and live on Concession 6 Woodhouse. These two students would be offered the option to change schools from St. Joseph's to St. Cecilia's or alternatively be grandfathered to attend St. Joseph's and receive transportation to the school until the end of their Grade 8 year.

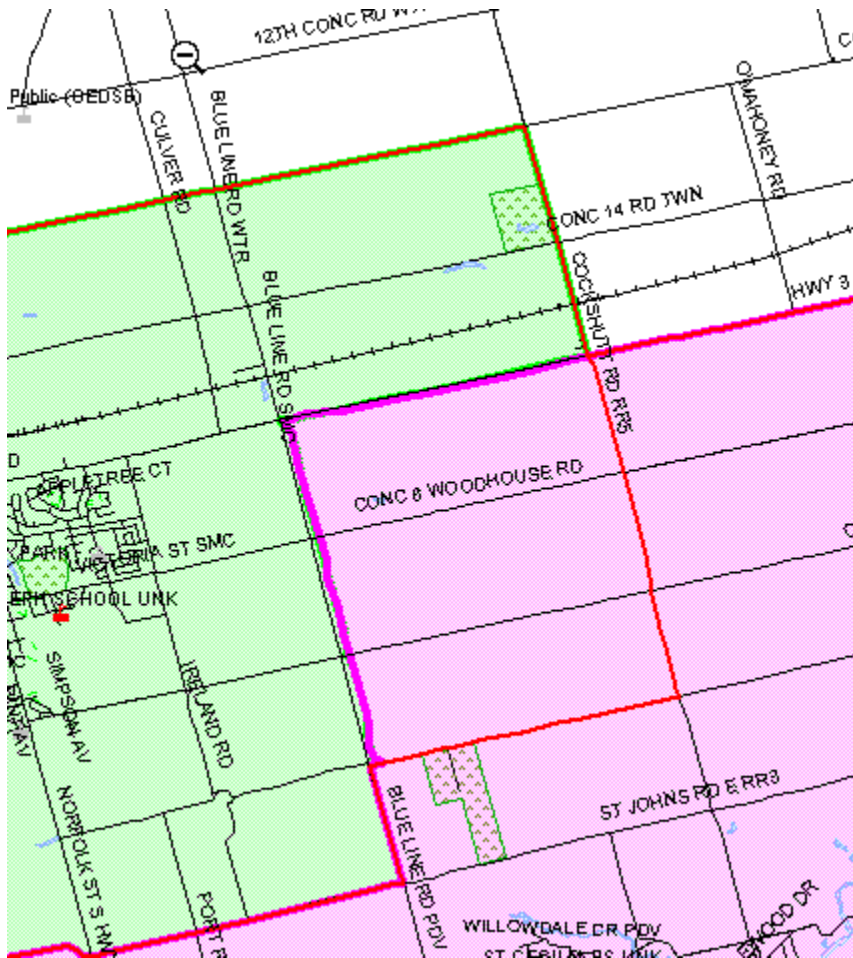
**Original Attendance Area for St. Joseph's and St. Cecilia's Schools**



**Area under review between St. Joseph's and St. Cecilia's Schools**



## Proposed Attendance Area between St. Joseph's and St. Cecilia's Schools



### **RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Attendance Area for St. Joseph's and St. Cecilia's Schools.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer  
T. Grice, Assistant Superintendent of Business  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**ATTENDANCE AREA REVIEW  
ST. GABRIEL AND ST. BASIL CATHOLIC ELEMENTARY  
SCHOOLS**  
Public Session

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**BACKGROUND INFORMATION:**

St. Gabriel Catholic School was designed for a student enrolment capacity of 348 full time equivalent (FTE) pupils. Over the last several years, due to continued growth of neighbourhoods in the existing boundary catchment area, the student population has risen to approximately 604 FTE pupils, resulting in a number of school pressures. With the construction of St. Basil Catholic Elementary School underway, boundary realignment has become necessary to offset these pressures.

**DEVELOPMENTS:**

During a boundary study and or realignment of boundaries, several principles must be considered. The Brant Haldimand Norfolk Catholic District School Board attempts to:

- Optimize the use of existing school facilities, while ensuring that pupils are accommodated to the extent possible, in permanent school facilities that are within their enrolment capacities;
- Minimize the use of portable classrooms whenever possible, excepting during the establishment phases of new communities and throughout the peak enrolment phases of schools;
- To the extent possible, minimize school boundary adjustments, thereby ensuring that said boundaries remain stable, over a minimal five-year period;
- To the extent possible, optimize the cost-effective use of school transportation;
- Ensure that a cost-effective range of program delivery, responding to pupil needs, is achieved through the optimum distribution of school enrolment.

A number of scenarios were reviewed as part of the study. The outcome with all factors considered and taking into consideration future residential trends in the area resulted in the school populations shown in the following tables. These scenarios were reviewed with the St. Gabriel School Council and there was consensus on the favoured proposal.

**St. Gabriel Catholic School**

St. Gabriel <b>Current</b> Student Population JK-7, Inside Boundary	525
St. Gabriel <b>Current</b> Student Population JK-7, Out of Boundary	13
Total	538

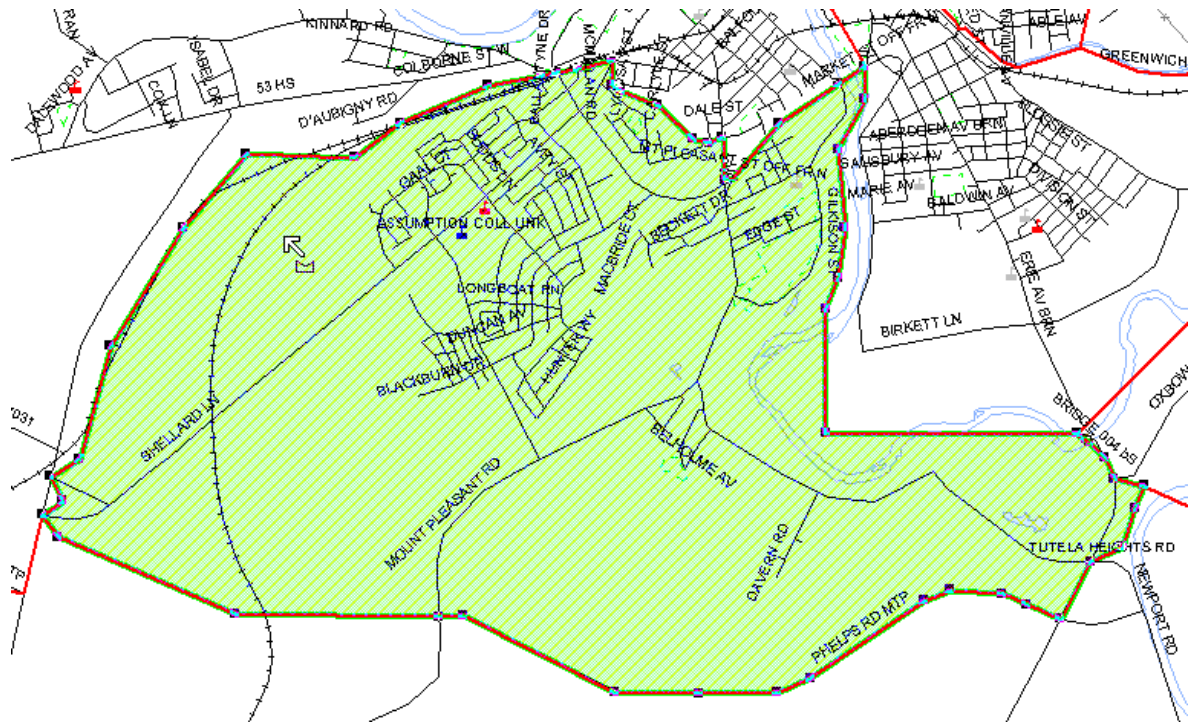
**St. Gabriel Catholic School Proposed Boundary for Sept 2011**

St. Gabriel Student Population JK-7, November, 2010	382
St. Gabriel JK Student Population November, 2010 FTE	-22
St. Gabriel Student Population JK-7, Out of Boundary as of November, 2010	13
Estimated JK 2011 (FTE)	20
Total	371

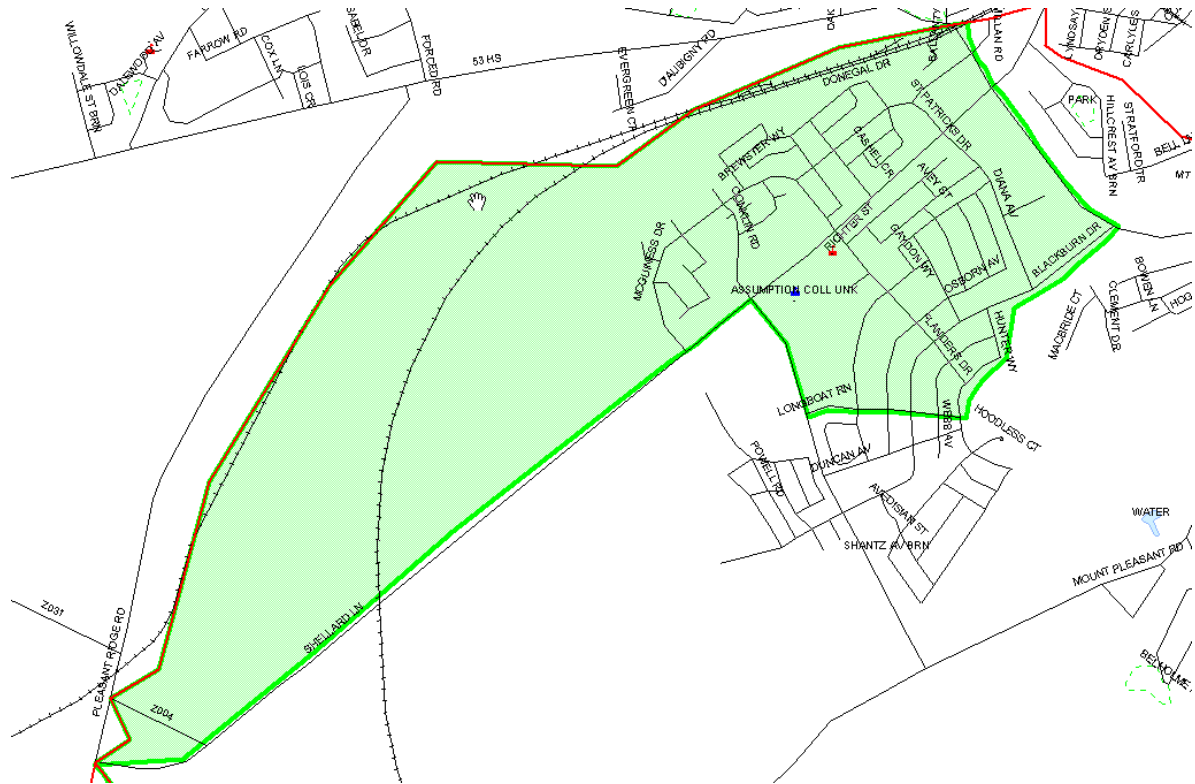
**St. Basil Catholic Elementary School Proposed Boundary for Sept 2011**

St. Basil Student Population JK-7, November, 2010	227
St. Basil JK Student Population November, 2010 FTE	-14
Estimated JK 2011 (FTE)	20
Total	233

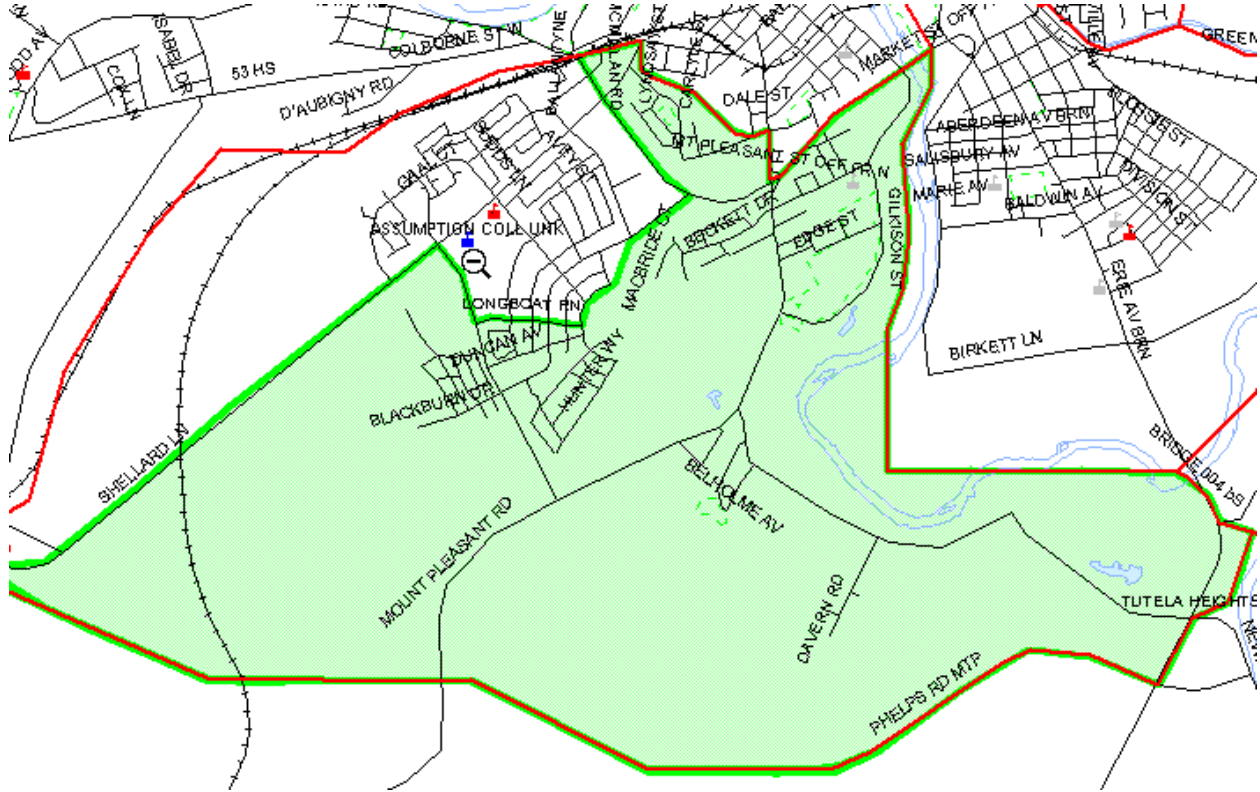
# St. Gabriel Catholic School Original Boundary



# Proposed St. Gabriel Catholic School Boundary



## Proposed St. Basil Catholic Elementary School Boundary



All students will be required to attend the school in their new boundary area except students who will be in Grade 8 in the fall of 2011 as they will be given permission to complete their elementary school studies at St. Gabriel Catholic School until they graduate in June 2012.

Current out of boundary students attending St. Gabriel Catholic School are assumed in the calculations to remain in the school.

### **RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Attendance Area for St. Gabriel Catholic School and establishes the Attendance Area for St. Basil Catholic Elementary School.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer  
T. Grice, Assistant Superintendent of Business  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**ATTENDANCE AREA REVIEW  
ST. MICHAEL'S (WALSH) – SACRED HEART (LANGTON)  
SCHOOLS**  
Public Session

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**BACKGROUND INFORMATION:**

Periodically, a review of the existing boundaries of schools within the Board is made based on feedback from Transportation Services when students are being bused as out of bounds courtesy riders to a school. The Student Transportation Services Policy for courtesy transportation states that courtesy transportation is assigned on an annual basis, via an application process, and may not be granted if preset conditions are not met.

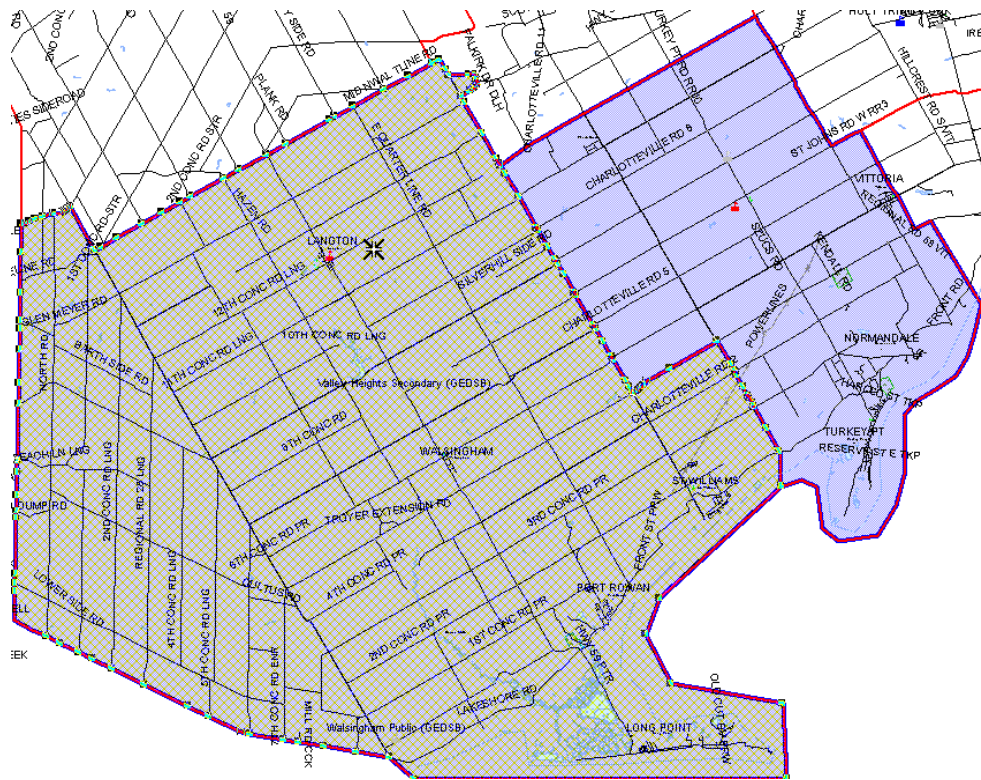
**DEVELOPMENTS:**

At the present time, there are a total of ten students who are currently attending St. Michael's (Walsh) as out of boundary students in the Attendance Area under review. However, these students have been granted Board Designated status (the Board transports the students even though they are out of boundary students due to the fact that the area has historically received transportation). The area under review is the area east of Forestry Farm Road 16, south of Norfolk County Highway 24, west of Charlotteville West Concession and north of Lake Erie. These ten students are in the current Sacred Heart (Langton) attendance area.

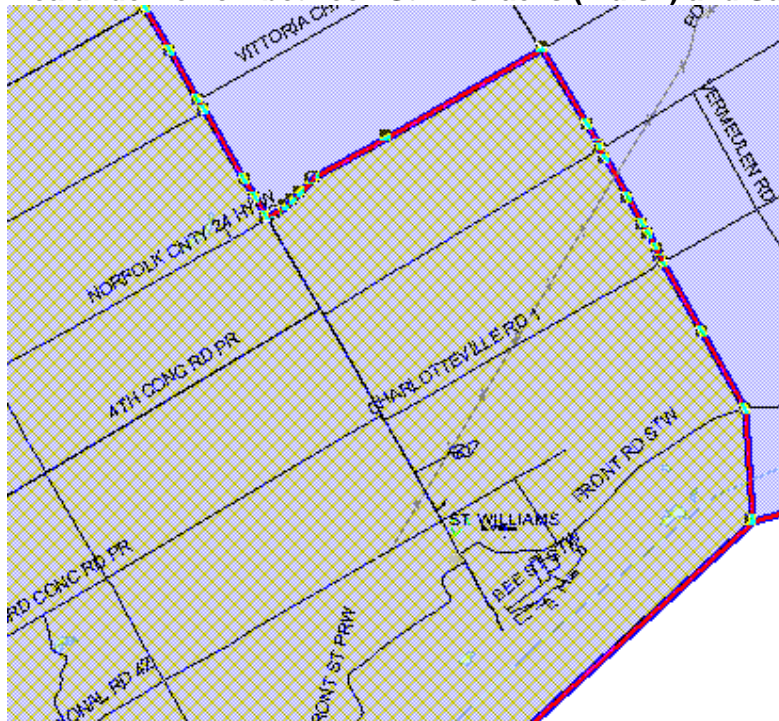
Adjusting the boundaries of both schools by moving the catchment area of St. Michael's (Walsh) South to encompass the town of St. Williams and the concessions east of Forestry Farm Road, to mirror historical transportation services, would result in the ten students no longer being considered out of bounds and regular transportation policies and procedures would apply. The catchment boundary for Sacred Heart (Langton) would be scaled back accordingly to match the changes made to the catchment area of St. Michael's (Walsh).

In the area where the catchment change is proposed, there is one family (two students) that would be negatively impacted as they currently attend Sacred Heart (Langton). These two students would be offered the option to change schools from Sacred Heart (Langton) to St. Michael's (Walsh) or alternatively be grandfathered to attend Sacred Heart (Langton) without Board transportation until the end of their Grade 8 year as these two students do not currently use Board transportation.

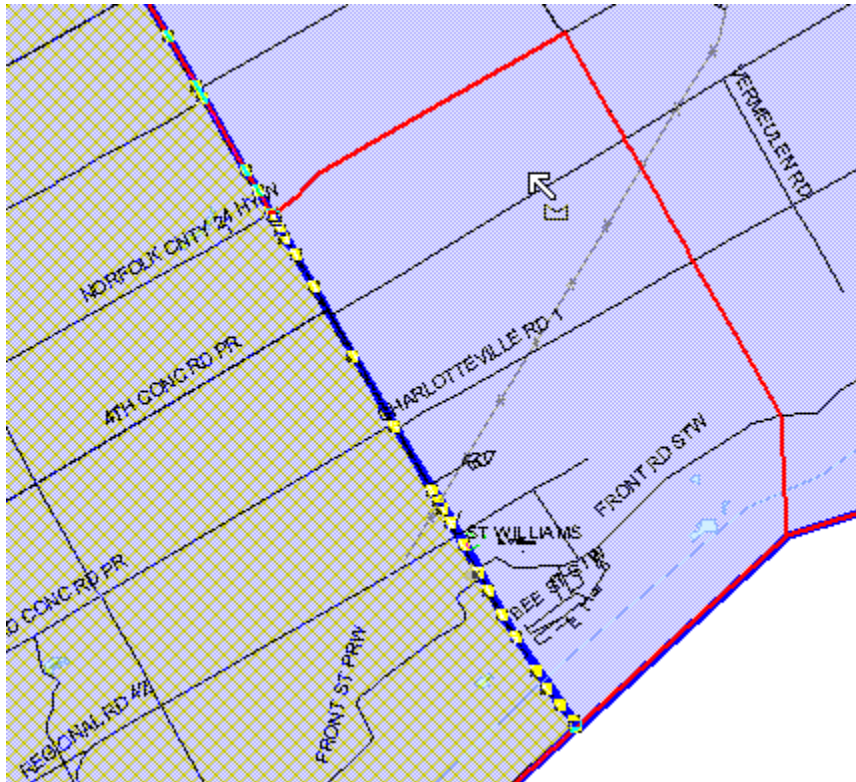
**Original Attendance Area for St. Michael's (Walsh) and Sacred Heart (Langton) Schools**



**Area under review between St. Michael's (Walsh) and Sacred Heart (Langton)**



**Proposed Attendance Area between St. Michael's (Walsh) and Sacred Heart (Langton)**



**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Attendance Area for St. Michael's (Walsh) and Sacred Heart (Langton) Schools.

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

Prepared by: G. Wallace Easton, Associate Director, Corporate Services & Treasurer  
T. Grice, Assistant Superintendent of Business  
Presented to: Committee of the Whole  
Submitted on: February 15, 2011  
Submitted by: Cathy Horgan, Director of Education & Secretary

**ATTENDANCE AREA REVIEW FOR ST. JOHN'S COLLEGE  
AND ASSUMPTION COLLEGE SCHOOL  
AND  
ST. PETER AND NOTRE DAME (BRANTFORD) SCHOOLS**

Public Session

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**BACKGROUND INFORMATION:**

In September 2009, as a result of enrolment pressures at St. Peter Catholic School, boundary realignment was undertaken such that students in the new subdivision in the area of Garden Avenue and Colborne Street, Brantford were redirected to Notre Dame School, Brantford. While student transportation changes were made effective September 2009, a formal report to Board was not presented.

At the time, the corresponding changes were not made for secondary students attending St. John's College and Assumption College School. St. Peter School is in the Assumption College Family of Schools; Notre Dame is in the St. John's College Family of Schools. Issues will arise as students graduate from their respective elementary school and are directed to attend a secondary school that will not be the same as their school classmates.

**DEVELOPMENTS:**

**St. John's College and Assumption College Schools:**

Changing the boundaries of Assumption College School and St. John's College to reflect the changes made to the elementary boundaries of St. Peter and Notre Dame (Brantford) in 2009 will allow elementary school students to travel to their secondary school with their class peers. There will be a number of implications.

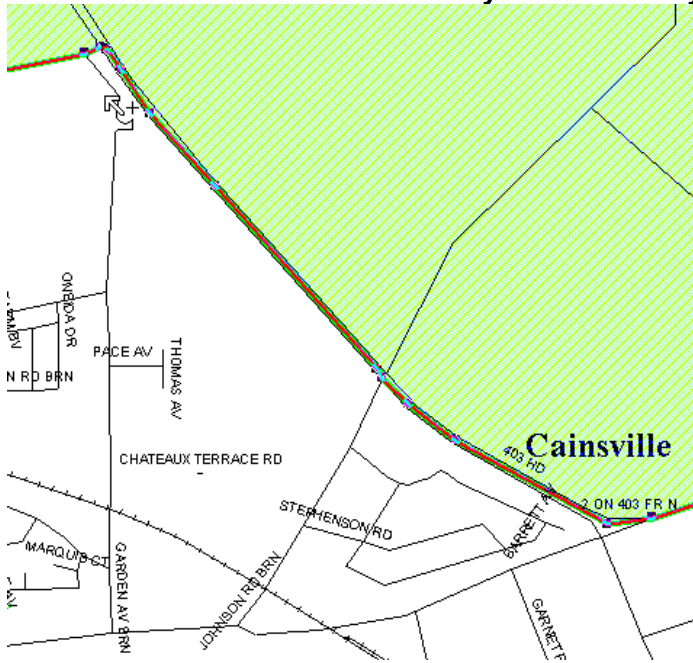
There are currently six Assumption College School students in the area that would be impacted by the change. Two of the six students are currently in Grade 12. If Assumption's boundary was to be scaled back to mirror its feeder school St. Peter's, these students would no longer qualify for transportation. These six students would be offered the option to change schools from Assumption College to St. John's College or alternatively be grandfathered to attend Assumption College and receive transportation to the school until the end of their secondary school education.

There are currently two St. John's College students who would be impacted by this proposed change. These students are currently attending Assumption College School and are designated as out of bounds students and hence do not qualify for transportation services. The changes proposed will result in the students remaining at Assumption College School as they would now

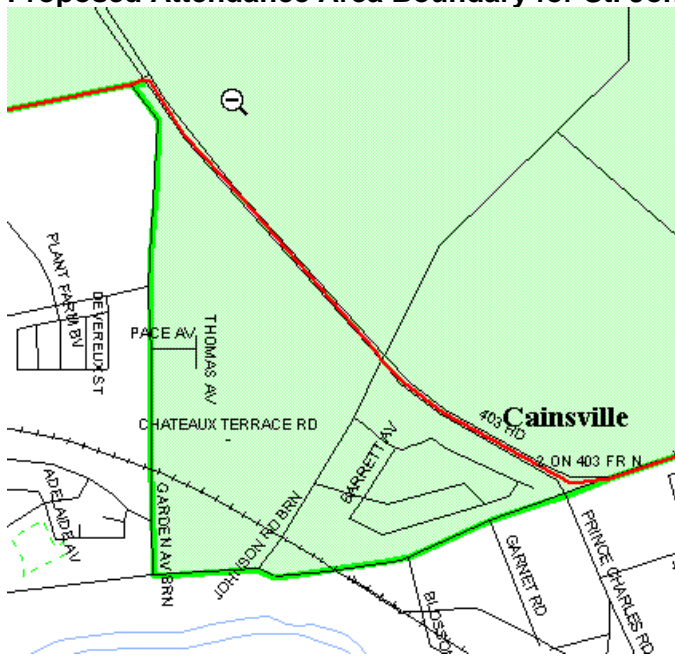
be in the catchment area and be eligible for transportation. One of the two students is currently in Grade 12.

For the proposed new Attendance Area Boundary see Diagram B.

**Diagram A**  
**Current Attendance Area Boundary for Secondary Students of St. John's College**



**Diagram B**  
**Proposed Attendance Area Boundary for St. John's College [to match Notre Dame (B)]**

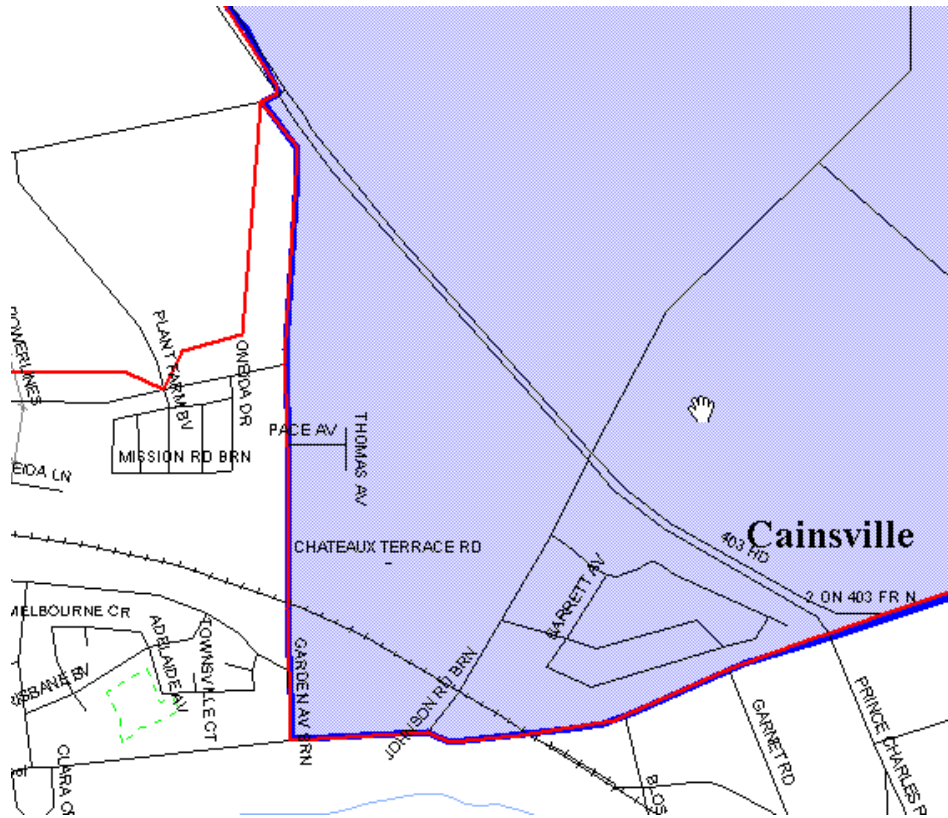


**St. Peter and Notre Dame (Brantford) Schools:**

There are currently fifteen students residing in the boundary area for Notre Dame School that was changed in 2009. All of these students are currently attending St. Peter School as out of boundary approvals and were grandfathered transportation at that time. These students will be impacted when transitioning into secondary school as they will not qualify for transportation to Assumption College if realignment of the secondary boundaries per this report is made. However, these students will be grandfathered transportation to Assumption College School if they desire.

There are currently twenty three students who attend Notre Dame (Brantford) who would be impacted by the proposed change. All twenty three students will be positively impacted as they will qualify for transportation to the secondary school that their elementary school feeds.

**Diagram C**  
**New Attendance Area Boundary for Notre Dame (Brantford)**



**Note:**

The attendance area boundary for St. Peter School will be scaled back accordingly to match the changes made to the attendance area boundary for Notre Dame (Brantford).

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Attendance Area for St. John's College and Assumption College School.

**RECOMMENDATION:**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the revised Attendance Area for St. Peter and Notre Dame (Brantford) schools.



## 2010-11 Trustee Meetings and Events

Date	Time	Meeting/Event	New / Revised
<b>February 15, 2011</b>	7:00 pm	<b>Committee of the Whole</b>	
<b>February 22, 2011</b>	7:00 pm	<b>Board Meeting</b>	
February 24, 2011	1:30 pm	Faith Advisory Committee Mtg.	
March 1, 2011	2:30 pm	Executive Council Mtg.	
March 2, 2011	1:30 pm	Catholicity Committee Mtg.	
March 9, 2011	7:00 pm	SEAC Meeting @ Sacred Heart School, Paris	
March 14 – 18, 2011		MARCH BREAK	
<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 5, 2011	2:30 pm	Executive Council Mtg.	
April 7, 2011	5:00 pm	Catholic Leadership Awards (ACS; with Bishop Crosby)	
April 8, 2011		PA Day (secondary only)	
April 13, 2011	7:00 pm	SEAC Meeting @ Sacred Heart School, Paris	
<b>April 19, 2011</b>	7:00 pm	<b>Committee of the Whole</b>	
April 26, 2011	???	(Tentative) Budget Committee Meeting	
<b>April 26, 2011</b>	7:00 pm	<b>Board Meeting</b>	
April 28 – May 1, 2011		OCSTA AGM (Toronto)	
May 1 – 6, 2011		Catholic Education Week	
May 3, 2011	2:30 pm	Executive Council Mtg.	
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 <sup>th</sup> Anniversary	
May 5, 2011	1:30 pm	Faith Advisory Committee Mtg.	
May 9, 2011	???	(Tentative) Budget Committee Meeting	
May 11, 2011	7:00 pm	SEAC Meeting @ Sacred Heart School, Paris	
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.	
May 24, 2011	???	(Tentative) Budget Committee Meeting	
<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 Dinnet	
June 2-5, 2011		CCSTA Convention	
June 6, 2011		PA Day (elementary only)	
June 7, 2011	2:30 pm	Executive Council Mtg.	
June 8, 2011	7:00 pm	SEAC Meeting @ Sacred Heart School, Paris	
June 9, 2011	6:00 pm	St. Theresa – 50 <sup>th</sup> Anniversary Open House	
<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)	

