



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

**Present: Trustees:**

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

**Senior Administration:**

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

**Absent:**

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**1. Call to Order**

**1.1 Opening Prayer**

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

**2. Routine Matters**

**2.1 Approval of the Agenda**

Moved by: Cliff Casey  
Seconded by: Dan Dignard

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

**Carried**

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

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

Moved by: Cliff Casey  
Seconded by: Dan Dignard

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

**Carried**



**2.4 Business Arising from Minutes: Nil**

**3. Presentations and Delegations: Nil**

**4. Committee and Staff Reports:**

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

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

Moved by: Dan Dignard  
Seconded by: Cliff Casey

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

**Carried**

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

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

Moved by: Dan Dignard  
Seconded by: Cliff Casey

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

**Carried**

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

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

Moved by: Cliff Casey  
Seconded by: Dan Dignard

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

**Carried**

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

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



Moved by: Dan Dignard  
Seconded by: Cliff Casey

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

**Carried**

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

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

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

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

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

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

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

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

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

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



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

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

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

Moved by: Dennis Blake

Seconded by: Joe McPherson

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

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dennis Blake

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

**Carried**

Moved by: June Szeman

Seconded by: Cliff Casey

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

**Carried**

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

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

Moved by: June Szeman

Seconded by: Cliff Casey

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

**Carried**

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



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

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**



Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

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

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

Moved by: Cliff Casey

Seconded by: June Szeman

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

**Carried**

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

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

Moved by: June Szeman

Seconded by: Cliff Casey

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

**Carried**

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

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

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

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

**Carried**



**4.11 Student Trustee Report – June 2010**

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

Moved by: Cliff Casey

Seconded by: Bonnie McKinnon

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

**Carried**

**5. Information and Correspondence:**

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

**6. Notices of Motion: Nil**

**7. Trustee Inquiries: Nil**

**8. Business In-Camera**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

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

Moved by: Dan Dignard

Seconded by: Cliff Casey

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

**Carried**

**10. Future Meetings**

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

**11. Moment of Silent Reflection**



**Brant Haldimand Norfolk  
Catholic District School Board**

**Minutes**

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

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**12. Adjournment**

Moved by: Dan Dignard

Seconded by: Cliff Casey

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

**Carried**

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