



**Brant Haldimand Norfolk**  
Catholic District School Board

**Minutes**

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

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**Board Meeting**  
**Tuesday, June 28, 2011 7:00 pm**  
**Boardroom**

**Trustees:**

**Present:** Cliff Casey (Chair), June Szeman (Vice Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon, Rick Petrella

**Absent:** Alyna Poremba (Student Trustee)

**Senior Administration:**

Cathy Horgan (Director of Education & Secretary), 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. Opening Business**

**1.1 Opening Prayer**

The meeting was opened with a prayer led by Cliff Casey.

**1.2 Attendance – as noted above**

**1.3 Approval of the Agenda**

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the June 28, 2011 meeting.

**Carried**

**1.4 Declaration of Interest**

June Szeman declared a conflict regarding the approval of the 2011-12 Salaries and Benefits Budget due to the nature of the employment of her son.

**2. Presentations and Delegations**

**2.1** Superintendent Kings introduced and welcomed Scott Easto, Inspector with Brantford Police Services and Phil Carter, Acting Inspector with the Haldimand County Ontario Provincial Police. Superintendent Kings explained that the Protocol between Police, the Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board for investigating school-related incidents had been revised to reflect the requirements of the Safe Schools Act, as reviewed by trustees at the Committee of the Whole meeting of June 21, 2011. The signing of the revised Protocol by Inspected Easto, Acting Inspector Carter, Chair Casey and Director Horgan was then conducted.

**2.2** Chair Casey extended the Board's congratulations and thanks to Zoltan Rapai, Principal at Sacred Heart School, Langton, on the occasion of his retirement from the Board. Mr. Rapai has served the system as a teacher and elementary school Principal for the past 34 years.



- 2.3** Chair Casey extended the Board's congratulations and appreciation to Rob Cavalieri, Vice-Principal at Assumption College School, Brantford, on the occasion of his retirement from the Board. Since joining our board in 2003, Mr. Cavalieri has served the school communities of St. John's College and Assumption College as Vice-Principal.
- 2.4** Chair Casey welcomed and congratulated the honoured recipients of special awards presented by the Council for Exceptional Children (Haldimand, Norfolk, Brant Chapter 824) at their annual Spring Awards Gala held on May 25, 2011. Enrique Arruda (Christ the King), Isabelle Azzopardi (St. Cecilia's), Jaret Smith (St. Gabriel) and Lyle Hawkins (St. John's College) were congratulated for receiving Student Achievement Awards. Educational Assistants Barb Geoghegan (St. Gabriel), Loretta Kyle (St. Mary's, Hagersville) and Rachel Levac (St. Mary's Hagersville) were commended their Paraprofessional Awards. Chair Casey also acknowledged Nicole Minler who was unable to attend the meeting. Ms. Minler, a student at Assumption College School, received a Life Skills Student Award.
- 2.5** A scheduled presentation by Ian Rolls-Carson, Chair of School Council for St. Mary School, Brantford, was deferred until the September 20, 2011 Committee of the Whole meeting.

### **3. Consent Agenda**

- 3.1** THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the May 24, 2011 Board meeting.
- 3.2** THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the Special Meeting of the Board of June 21, 2011.

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves all reports and motions under the Consent Agenda.

**Carried**

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

#### **4.1 Unapproved Minutes and Recommendations from the Committee of the Whole meeting of June 21, 2011**

Vice Chair June Szeman reviewed the highlights from the June 21, 2011 meeting of the Committee of the Whole and presented the following recommendations for approval.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the report on the Teaching and Learning in the 21<sup>st</sup> Century Project and approves the continuation of the pilot in 2011-12 pending budget approval.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Protocol between the Police, the Grand Erie District School Board and the Brant Haldimand Norfolk Catholic District School Board.



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THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the 2011-12 Annual Accessibility Plan.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from St. John's College for an excursion to London, Paris and the Netherlands from Friday, March 9, 2012 to Sunday, March 18, 2012.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College for an excursion to Quebec City, Quebec from Wednesday, February 8, 2012 to Sunday, February 12, 2012.

THAT the Committee of the Whole refers the recommendations from the Budget Committee Meeting of June 6, 2011 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Budget Committee recommends that the Committee of the Whole refers the 2011-12 Operations Budget, in the amount of \$29,159,792, to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Budget Committee recommends that the Committee of the Whole refers the 2011-12 Capital Budget, in the amount of \$5,132,928, to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Budget Committee recommends that the Committee of the Whole refers to the Brant Haldimand Norfolk Catholic District School Board for approval that all new information technology infrastructure be deferred until such time that an Information Technology Strategic Plan is approved by the Board.

THAT the Committee of the Whole refers the recommendations from the Policy Committee Meeting of June 7, 2011 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Community Use of Schools Policy 400.05 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Trustee Expenses Policy 100.10 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Employee Expenses Policy 700.04 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Purchasing Policy 700.01 to the Brant Haldimand Norfolk Catholic District School Board for approval.



Moved by: Rick Petrella  
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes from the Committee of the Whole Meeting of June 21, 2011.

**Carried**

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendations from the Committee of the Whole Meeting of June 21, 2011.

**Carried**

Moved by: Rick Petrella  
Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends that the Committee of the Whole refers the 2011-12 Salaries and Benefits Budget, in the amount of \$91,716,997, to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

#### **4.2 Surplus Property**

Associate Director Easton advised that to date, none of the prescribed agencies have expressed an interest in purchasing the former St. Jean de Brebeuf elementary school building. Staff proposes that if no offers to purchase are received by the July 3, 2011 closing date, that the building be offered for sale to the general public in accordance with Regulation 444/98 of the Education Act.

Moved by: June Szeman  
Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board approves that the former St. Jean de Brébeuf School, Brantford be offered for sale to the general public by way of public tender subject to Regulation 444/98, provided offers to purchase the building have not been received by agencies as prescribed in the Regulation.

**Carried**

#### **4.3 Student Trustee Report**

Although Student Trustee Poremba was unable to attend the meeting, Chair Casey took the opportunity to thank her for her dedication and service to the board over the past year as Student Trustee. He read a commendation letter that outlined Ms. Poremba's role with the Board, her work as a member of the Student Senate, and her contributions as a student at St. John's College.

Moved by: Rick Petrella  
Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee Report for June 2011.



**5. Information and Correspondence**

Chair Casey distributed correspondence from the Ontario Catholic Schools' Trustee Association regarding upcoming meetings in the fall of 2011.

Moved by: Dan Dignard

Seconded by: Rick Petrella

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

**Carried**

**6. Notices of Motion**

THAT the Director of Education of the Brant Haldimand Norfolk Catholic District School Board provide a full succession, transition, and contingency plan for the departure or attrition of all Senior Administrative staff to the Board of Trustees for review and acceptance by the October 2011 Committee of the Whole meeting.

Moved by: Rick Petrella

**7. Trustee Inquiries - Nil**

**8. Business In-Camera**

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT 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: Bonnie McKinnon

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 year-end meetings and events was reviewed by Trustees.

**11. Closing Prayer**

A closing prayer was recited in unison.



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**12. Adjournment**

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of June 28, 2011.

**Carried**