



Brant Haldimand Norfolk
Catholic District School Board

Minutes

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

Board Meeting
Tuesday, June 25, 2013 ♦ 7:00 pm
Boardroom

Trustees:

Present: June Szeman (Chair), Rick Petrella (Vice Chair), Dennis Blake, Cliff Casey, Dan Dignard, Bonnie McKinnon, Ryan Cattrysse (Student Trustee)

Absent:

Senior Administration:

Chris N. Roehrig (Director of Education & Secretary), Tom Grice (Superintendent of Business & Treasurer), Bill Chopp, Jamie McKinnon and Leslie Telfer (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

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

1.2 Attendance – As noted above. Chair Szeman introduced and welcomed the 2013-14 Student Trustee, Georgia Athanasiou, who is currently a Grade 11 student at Assumption College School.

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 25, 2013 meeting.

Carried

1.4 Declaration of Interest – Chair Szeman and Trustees Casey and Dignard declared conflicts of interest regarding the 2013-14 Salaries and Benefits Budget, noted in Item 5.1, due to the nature of the employment of their children with the Board.

2. Presentations

Director Roehrig introduced Ron Calabrese, teacher and staff member responsible for the Students' Council at Assumption College School. Mr. Calabrese gave a visual presentation on a unique activity he conducted at a recent Catholic Student Leadership Symposium where students used mathematics terminology to express their faith.

Chair Szeman offered the Board's congratulations to Celina DeCarolis, a Grade 12 student at Holy Trinity Catholic Secondary School, who earned a gold medal in Senior Girls' Long Jump at the OFSAA Track and Field championships recently held in Oshawa.



3. Delegations – Nil

4. Consent Agenda

4.1 THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the May 28, 2013 meeting.

4.2 THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the Special Meeting of the Board of June 18, 2013.

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

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

Carried

5. Committee and Staff Reports

5.1 Unapproved Minutes and Recommendations from the Committee of the Whole Meeting of June 18, 2013

Vice Chair Petrella reviewed the highlights of the business of the June 18, 2013 Committee of the Whole meeting, starting with the 2013-14 Budget. He commented that, overall, the Board's total revenue will decrease by approximately \$1.7 million, and that the operational, salary and benefits, and capital portions of the budget have been adjusted accordingly. The Budget Committee is presenting a balanced 2013-14 budget in the amount of \$120,107,085.

Chair Szeman and Trustees Casey and Dignard had declared conflicts of interest with respect to the following recommendation and abstained from any discussion or vote on this item. Vice Chair Petrella assume the Chair for the vote on the following recommendation:

Moved by: Dennis Blake

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the 2013-14 Salaries and Benefits Budget, in the amount of \$89,921,810, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

Chair Szeman resumed the Chair and presented the remaining budget recommendations for approval:

Moved by: Rick Petrella

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the 2013-14 Operations Budget, in the amount of \$28,343,118, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

THAT the Committee of the Whole refers the 2013-14 Capital Budget, in the amount of \$1,842,157, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried



Vice Chair Petrella reviewed the remaining business of the June 18, 2013 Committee of the Whole meeting and presented the following recommendations for approval:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the statement that there is not an operating surplus available in the non-classroom portion of the budget that can be applied to reduce growth-related net education land costs.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the statement that there have been no opportunities to implement alternative accommodation arrangements.

THAT the Committee of the Whole refers the Special Education Services Department Annual Report 2012-13 to the Brant Haldimand Norfolk Catholic District School Board for approval.

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

A RESOLUTION AUTHORIZING THE BORROWING OF MONEY TO MEET CURRENT EXPENDITURES OF THE BRANT HALDIMAND NORFOLK CATHOLIC DISTRICT SCHOOL BOARD (THE "Board")

- A. In accordance with Subsection 243(1) of the Education Act (R.S.O. 1990) (the "Act"), the Board considers it necessary to borrow the amount of up to Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is received, the current expenditures of the Board for the period commencing on January 1, 2010 and ending on August 31, 2014 (the "Period").
- B. Pursuant to Subsection 243(3) of the Act, the total amount borrowed pursuant to this Resolution together with the total of any similar borrowings and any accrued interest on those borrowings is not to exceed the unreceived balance of the estimated revenues of the Board for the Period.
- C. The total amount previously borrowed by the Board pursuant to Section 243 that has not been repaid is \$0.
- D. The amount borrowed for current expenditures is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training from time to time.

RESOLVED THAT:

1. The Chair or Vice Chair and the Treasurer are authorized on behalf of the Board to borrow from time to time by way of promissory note, or overdraft, or bankers' acceptance from Canadian Imperial Bank of Commerce ("CIBC") authorized for borrowing purposes in accordance with Section 243 of the Act, a sum or sums not exceeding in the aggregate Seven Million, Three Hundred Thousand Dollars (\$7,300,000) to meet, until current revenue is collected, the current expenditures of the Board for the Period (including the amounts required for the purposes mentioned in Subsection 243(1) and 243(2) of the Act), and to give to CIBC promissory notes or bankers' acceptances, as the case may be, sealed with the corporate seal of the



Board and signed by any two of the Chair or Vice Chair and the Treasurer for the sums borrowed plus interest at a rate to be agreed upon from time to time with CIBC;

2. The interest charged on all sums borrowed pursuant to this Resolution plus any related charges, is not to exceed the interest that would be payable at the prime lending rate of the chartered banks listed in Schedule 1 of the Bank Act (Canada) on the date of borrowing;
3. The Treasurer is authorized and directed to apply in payment of all sums borrowed plus interest, all of the moneys collected or received in respect of the current revenues of the Board;
4. The Treasurer is authorized and directed to deliver to CIBC from time to time upon request a statement showing (a) the total amount of unpaid previous borrowings of the Board for current expenditures together with debt charges, if any, and (b) the uncollected balance of the estimated revenues for the current year or, where the estimates have not been adopted, the estimated revenues of the previous year less any current revenue already collected.

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

A BY-LAW authorizing the Brant Haldimand Norfolk Catholic District School Board (the "Board") to borrow money pursuant to the provisions of section 247 of the Education Act (the "Act") for the raising of funds to finance certain permanent improvements as more particularly described in this By-Law.

WHEREAS:

- A. The Board has authorized the permanent improvements as detailed in Schedule "A" attached to this By-Law;
- B. The Board wishes to apply to the Canadian Imperial Bank of Commerce ("CIBC") for a capital loan for the purpose of financing the permanent improvements;
- C. The total cost of the projects is within the Board's Debt and Financial Obligation Limit as established by the Ministry of Education and Training.

THEREFORE, BE IT RESOLVED as follows:

1. The Secretary and the Treasurer of the Board are authorized for and on behalf of the Board to borrow \$719,887 for permanent improvements in accordance with the Act, plus interest at a rate to be agreed upon from time to time with CIBC.
2. The Secretary and the Treasurer of the Board are authorized for and on behalf of the Board to execute and deliver all such other documents and to do such other acts and things as may be necessary to give full effect to this By-Law.

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the request from Assumption College School and St. John's College for an excursion to Greece from Thursday, March 6 to Friday, March 14, 2014.



Moved by: Rick Petrella
Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School receives the unapproved minutes of the Committee of the Whole meeting of June 18, 2013.

Carried

THAT the Brant Haldimand Norfolk Catholic District School approves the recommendations of the Committee of the Whole meeting of June 18, 2013.

Carried

5.2 Staff Response to Public Input into the Accommodation Review in Brant County

Director Roehrig presented the staff's response to the various points raised during the Accommodation Review in Brant County public input session of May 28, 2013. In his comments, Director Roehrig gave an update on population growth projections as provided by the County of Brant and City of Brantford, noted that only one of the six referenced housing developments applies to the accommodation review area, and responded to each of the three alternate recommendations that were proposed. Superintendent Grice confirmed Trustee Casey's observation that Watson & Associates had provided updated data to their 2010 Demographics and Enrolment Trends Report in September 2011, so the Accommodation Review Committee used the most current information in their analyses. Trustee inquiries regarding the school boundary for Valley Estates in Mount Pleasant, as well as transportation time for students being bused from Scotland to Burford were addressed.

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Staff Response to Public Input into the Accommodation Review in Brant County report.

Carried

5.3 Strategic Plan 2012-2015 Status Report

Director Roehrig provided a 'snapshot status' report on the first year of the 2012-2015 Strategic Plan in the areas of Catholicity, Student Achievement, Leadership and Communications and distributed examples of various initiatives that have taken place over recent months. Discussion regarding the leadership development initiatives, as well as collaborative inquiry for building teaching capacity took place. Superintendent Telfer presented a video which highlighted the work done in the area of student achievement across the system during 2012-13.

Moved by: Rick Petrella
Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Strategic Plan 2012-2015 Status Report.

Carried



5.4 Student Trustee Report

Student Trustee Cattrysse reported that the Student Senate had completed their work for the 2012-13 school year. He also reported on year-end activities held at all three secondary schools including year-end assemblies, graduate retreats and staff appreciation events. Student Trustee Cattrysse expressed his sincerest appreciation for the opportunity to serve as Student Trustee and for the positive learning experiences of the past year. He commended trustees for their genuine interest in seeing all students succeed and for their ongoing efforts in keeping the Catholic faith alive in our schools.

Chair Szeman expressed the Board's appreciation of Student Trustee Cattrysse's involvement with and commitment to the Board throughout the school year and presented him with a letter of commendation.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Student Trustee report.

Carried

6. Information and Correspondence

Chair Szeman circulated two pieces of correspondence: 1) a letter from Nancy Whynot, Director, Capital Programs Branch of the Ministry of Education in response to the Board's letter dated May 21, 2013 regarding additional funding for accessibility-related building renovations; and 2) a letter from the Chair of the Board for the London District Catholic School Board to Minister Sandals regarding the government's disregard of the rights of school boards.

Chair Szeman distributed copies of the 2013 Young Authors Awards book and congratulated the five students from the Brant Haldimand Norfolk Catholic District School Board who had their writings published in this annual provincial publication sponsored by the Ontario English Catholic Teachers Association.

Trustee Casey presented his memorandum to the Board on the subject of compulsory financial literacy courses. He commented that in his opinion, a more concerted effort needs to be placed on teaching specific financial literacy skills to both elementary and secondary students in order to help students become more money wise. Director Roehrig will gather data regarding curriculum expectations and will report his findings in September.

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



7. Notices of Motion

- 7.1** Vice Chair Petrella presented the Notice of Motion that he made at the May 28, 2013 Board meeting, as follows:

THAT Administration investigates the feasibility and cost of obtaining an electronic voting system for Brant Haldimand Norfolk Catholic District School Board meetings.

The motion was seconded by Trustee Blake. Vice Chair Petrella re-iterated that this request is to investigate an automated system for handling tasks related to Board and committee meetings, and the potential costs, and to bring this information to the board for further discussion in September 2013.

Moved by: Rick Petrella
Seconded by: Dennis Blake

CARRIED.

- 7.2** Vice Chair Petrella presented the Notice of Motion that he made at the May 28, 2013 Board meeting, as follows:

THAT Administration provides a report to trustees outlining all costs spent to date in accommodating the closure of St. Mary as an elementary school and moving students to Holy Cross. This report will include, but is not limited to:

1. All costs associated with moving school contents and students;
2. All costs associated with building repair/modification for Holy Cross to accommodate capacity increase and move;
3. Variance in transportation costs for students being bussed to Holy Cross;
4. Any costs related to accommodating the over capacity at Holy Cross;
5. Any costs related to staff and professional development to accommodate the increase in students or any transitional type of requirements; and
6. Any other cost that may have been incurred by the Board as a result of the move.

This report will be presented to trustees in public session no later than the September 17, 2013 Committee of the Whole meeting.

The motion was seconded by Trustee Casey. Vice Chair Petrella commented that this request is to validate that the Board did in fact save money in closing St. Mary School and moving students to Holy Cross School. Costs associated with re-allocating the building as an Alternative Learning Centre should also be reviewed. Trustee Casey confirmed that it is good to revisit these types of decisions. Trustee Dignard suggested it would be helpful to look beyond the first year and included estimated savings for the next several years.

Moved by: Rick Petrella
Seconded by: Cliff Casey

Carried



- 7.3** Trustee Dignard presented the Notice of Motion that he made at the May 28, 2013 Board meeting, as follows:

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revised Trustees' Code of Conduct 100.04 as presented at the April 23, 2013 Policy Committee meeting.

The motion was seconded by Trustee McKinnon. Trustee Dignard commented that the proposed revised Trustees' Code of Conduct, as presented at the April 23, 2013 Policy Committee meeting, goes a long way towards having a Code of Conduct that is in line with revised legislation. He added that a lot of effort and time went into developing this Code and by continually deferring the decision, the Board has wasted valuable resources. Trustee McKinnon agreed that this discussion has gone on much too long. Trustee Blake, Chair of the Policy Committee, advised that the proposed Trustees' Code of Conduct was defeated at the April meeting. Vice Chair Petrella agreed that the decision was defeated, not deferred, and that it would not be raised again until after the 2014 municipal elections.

Moved by: Dan Dignard
Seconded by: Bonnie McKinnon

DEFEATED

- 7.4** Trustee Blake presented the following Notice of Motion:

THAT all trustee expenses be itemized and posted on the Board website monthly.

The motion was seconded by Vice Chair Petrella. Trustee Blake commented that his concern is that of transparency and that by publishing itemized expenses by trustee on the Board website, the public would be able to see that trustees are being frugal. Discussion ensued regarding possible expense categories, reporting cumulatively rather than individually, as well as the timing and frequency of postings. Concern was expressed that the information would be subject to individual interpretation. Trustee Casey commented that Ministry regulation states that reporting is required once per year.

Trustee Petrella proposed an amendment to the Notice of Motion, as follows:

THAT all trustee expenses be itemized and posted on the Board website annually.

The amended motion was seconded by Trustee Blake. Trustee Blake requested a recorded vote on the amended motion.

Moved by: Rick Petrella
Seconded by: Dennis Blake

Trustee Blake	Yes
Trustee Casey	No
Trustee Dignard	No
Trustee McKinnon	No
Trustee Petrella	Yes

DEFEATED



Trustee Blake requested a recorded vote on the original motion:

THAT all trustee expenses be itemized and posted on the Board website monthly.

Trustee Blake	Yes
Trustee Casey	No
Trustee Dignard	No
Trustee McKinnon	No
Trustee Petrella	Yes

DEFEATED

8. Trustee Inquiries

Trustees Dignard and McKinnon commented on the Grade 8 graduations they had attended at Blessed Sacrament School and Notre Dame School (Caledonia), respectively.

Trustee Blake commented that in the absence of the Chair's presence at a school or community event, that the trustee from that district should be asked to represent the Board at the event. Chair Szeman confirmed that this was the case when Vice Chair Petrella attended the recent St. Bernard Commemorative Ceremony in her absence.

9. Business In-Camera

Moved by: Dan Dignard

Seconded by: Rick Petrella

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

Carried

10. Report on the In-Camera Session

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

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

Carried

11. Future Meetings

A listing of upcoming meetings and events was reviewed.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of June 25, 2013.

Carried