



**Brant Haldimand Norfolk**  
Catholic District School Board

**Minutes**

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

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**Committee of the Whole**  
**Tuesday, November 15, 2011 7:00 pm**  
**Boardroom**

**Trustees:**

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

Seconded by: June Szeman

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the November 15, 2011 meeting.

**Carried**

**1.4 Declaration of Interest – Nil**

**2. Presentations – Nil**

**3. Delegations - Nil**

**4. Consent Agenda**

Trustee Blake requested that Item 4.2 be discussed separately.

**4.1** THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes from the October 18, 2011 meeting.



- 4.3 THAT the Committee of the Whole refers the unapproved minutes from the Regional Catholic Parent Involvement Committee meeting of November 7, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.4 THAT the Committee of the Whole refers the unapproved minutes from the Catholicity Committee meeting of November 9, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Rick Petrella

Seconded by: Dan Dignard

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

**Carried**

Trustee Blake asked several questions of clarification regarding the minutes from the recent Student Transportation Services BHN Board of Directors' meeting including Brantford city taxi rates, bus carrier contracts, Safety Patrollers' recognition, and goals. Staff responded to Trustee Blake's inquiries.

- 4.2 THAT the Committee of the Whole refers the unapproved minutes from the Student Transportation Services Brant Haldimand Norfolk Board of Directors' meeting of October 25, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board receives Item 4.2 under the Consent Agenda.

**Carried**

## **5. Committee and Staff Reports**

### **5.1 Unapproved Policy Committee Meeting Minutes and Recommendations – November 8, 2011**

Trustee Blake, Chair of the Policy Committee, brought forward two recommendations from the Policy Committee meeting, as follows:

THAT the Policy Committee recommends that the Committee of the Whole refers the Volunteers Policy 300.12 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Trustees' Code of Conduct Policy 100.04 (Interim) to the Brant Haldimand Norfolk Catholic District School Board for approval.



Trustee Petrella made the following motion:

THAT the Committee of the Whole refers the Trustees' Code of Conduct Policy 100.04 (Interim) back to the Policy Committee for additional review and consideration.

Moved by: Rick Petrella

Seconded by: Dan Dignard

**Carried**

There was no discussion regarding the Volunteers Policy.

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Committee of the Whole refers the unapproved minutes from the Policy Committee Meeting of November 8, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

THAT the Committee of the Whole refers the Volunteers Policy 300.12 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

## **5.2 Unapproved Accommodations Committee Meeting Minutes and Recommendations – November 8, 2011**

Trustee Dignard, Chair of the Accommodations Committee, commented that he was pleased with the direction the Committee had taken to develop a process and to initiate dialogue with stakeholders regarding potential school closures rather than going directly into Accommodation Reviews. Director Horgan clarified that staff were in the process of investigating these options, which would be presented to Trustees in the near future. Trustee Dignard presented the following recommendations from the Committee meeting:

THAT the Accommodations Committee recommends that the Committee of the Whole refers to the Brant Haldimand Norfolk Catholic District School Board for approval that Administration develops a process to seek input from stakeholders at affected schools and to identify the resources necessary to complete such a process.

THAT the Accommodations Committee recommends that the Committee of the Whole refers to the Brant Haldimand Norfolk Catholic District School Board for approval that Administration begins the consultation process in Brant County schools.

Moved by: Rick Petrella

Seconded by: June Szeman

THAT the Committee of the Whole refers the unapproved minutes from the Accommodations Committee Meeting of November 8, 2011 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

THAT the Committee of the Whole refers the recommendations from the Accommodations Committee Meeting of November 8, 2011 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**



### **5.3 Monitoring Student Achievement: School Supervision**

Superintendent Kings updated Trustees on the development of a new Catholic Elementary School Evidence Portfolio that every elementary principal will maintain in an effort to promote ongoing reflection, dialogue, monitoring and evaluation. The Portfolio will be reviewed by the Superintendent and Principal at regular school visits to assist with more structured, focused conversations on the progress of the School Improvement Plan, the principal's annual growth plan, and general school operational issues. Director Horgan expressed her thanks to Superintendents Kings and Chopp for their efforts and work in developing this excellent resource.

Moved by: June Szeman

Seconded by: Dennis Blake

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the Monitoring Student Achievement: School Supervision report.

**Carried**

### **5.4 Board Enrolment**

Assistant Superintendent Grice reported that the October 31, 2011 Average Daily Enrolment numbers provided to the Ministry reflect seven Full Time Equivalent (FTE) students lower than June's projected enrolment, and 64.5 FTE higher at the secondary panel. The Ministry uses the October 31 enrolment data for grant purposes.

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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

**Carried**

### **5.5 Excursion – Cleveland, OH**

Superintendent Roehrig advised that approximately 50 Grades 10-12 students from Assumption College School have an opportunity to participate in a field trip in May 2012 that will enhance the cultural and social components of the school's music curriculum. They will also participate in two performances during their excursion.

Moved by: Dan Dignard

Seconded by: Rick Petrella

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 Cleveland, OH from Thursday, May 10, 2012 to Sunday, May 13, 2012.

**Carried**



**5.6 Excursion – Washington, DC**

Superintendent Roehrig advised that approximately 48 Grade 11 students from Assumption College School have an opportunity in May 2012 to visit numerous cultural and historical landmarks and sites to further enhance their understanding of world history.

Moved by: Bonnie McKinnon

Seconded by: June Szeman

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 Washington, DC from Thursday, May 10, 2012 to Sunday, May 13, 2012.

**Carried**

**6. Information and Correspondence**

Director Horgan brought forward a recommendation that the award that trustees present annually at secondary school graduations be given a more descriptive name. Trustees agreed that the award should be called the *Catholic Christian Service Award*, rather than the Rainbow Award. Director Horgan will advise the secondary schools of the new name.

Vice Chair Szeman commented on the annual Remembrance Day Service that she attended at St. John's College last week. It was a very powerful and moving service, in particular the visual production on the Canadian Heritage War Museum. She expressed her pride in the students' exemplary conduct.

Moved by: Dennis Blake

Seconded by: June Szeman

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

**Carried**

**7. Notices of Motion - Nil**

**8. Trustee Inquiries**

Trustee Blake asked that the Board's sign on the front lawn of the Catholic Education Centre be lit up at night.

In response to Trustee Petrella's inquiry regarding the status of the Information Technology Strategic Plan, Assistant Superintendent Grice advised that it would be presented to Trustees in the new year.

**9. Business In-Camera**

Moved by: June Szeman

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: June Szeman

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

**Carried**

**11. Future Meetings**

The list of 2011-12 meetings and events was reviewed by Trustees. Meetings for the Accommodations Committee and Audit Committee were scheduled for December.

**12. Closing Prayer**

**13. Adjournment**

Moved by: June Szeman

Seconded by: Rick Petrella

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of November 15, 2011.

**Carried**