



**Committee of the Whole**  
**Tuesday, March 20, 2012 7:30 pm**  
**Boardroom**

**Trustees:**

**Present:** Cliff Casey (Chair), Dennis Blake, Dan Dignard, Bonnie McKinnon, Rick Petrella, Maxine Smitiuch (Student Trustee)

**Absent:** June Szeman (Vice Chair)

**Senior Administration:**

Cathy Horgan (Director of Education), Tom Grice (Superintendent of Business & Treasurer), Bill Chopp, Trish Kings and Chris Roehrig (Superintendents of Education)

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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: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the Agenda of the March 20, 2012 meeting.

**Carried**

**1.4 Declaration of Interest – Nil**

**2. Presentations – Nil**

**3. Delegations - Nil**

**4. Consent Agenda**

**4.1** THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the February 21, 2012 meeting.

**4.2** THAT the Committee of the Whole refers the unapproved minutes of the Special Education Advisory Committee Meeting of February 8, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.



- 4.3 THAT the Committee of the Whole refers the unapproved minutes of the Faith Advisory Committee Meeting of February 16, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.4 THAT the Committee of the Whole refers the unapproved minutes of the Regional Catholic Parent Involvement Committee Meeting of February 27, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.5 THAT the Committee of the Whole refers the unapproved minutes of the Student Transportation Services Brant Haldimand Norfolk Board of Directors' Meeting of February 28, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.6 THAT the Committee of the Whole refers the unapproved minutes of the Policy Committee Meeting of February 29, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.7 THAT the Committee of the Whole refers the unapproved minutes of the Catholicity Committee Meeting of March 6, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

With reference to Item 4.5, Trustee Blake received clarification on several items noted in the Student Transportation Services Brant Haldimand Norfolk (STSBHN) meeting minutes, primarily with regards to the decrease in dollar cost per student, maximum length of time on the bus, and decrease in courtesy ridership. He also received confirmation that the STSBHN Annual Report will be on a future Board agenda. Chair Casey inquired about the timing for the next Efficiency and Effectiveness Review by the Ministry. Superintendent of Business Grice advised that the consortium was waiting for the operator Request For Proposal (RFP) to be completed; the review will likely take place in the Fall.

In response to Trustee Blake's inquiry about the Hamilton Diocese Pastoral Sacramental Guidelines noted in the Catholicity Committee minutes of March 6 (Item 4.7), Director Horgan explained that our Board is an anomaly with schools affiliated with three different Dioceses. Schools are required to follow the directives provided by the Diocese that they are associated with.

Moved by: Bonnie McKinnon

Seconded by: Rick Petrella

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**

## 5. Committee and Staff Reports

### 5.1 Unapproved Budget Committee Meeting Minutes and Recommendations – March 6, 2012

Trustee Petrella, Chair of the Budget Committee, reviewed the highlights of the Budget Committee's first meeting of the school year, noting the financial goals that will guide discussions for the development of the 2012-13 budget, as well as the process that will be



followed, as detailed in the Budget Procedures Manual. In response to an inquiry by Chair Casey, Superintendent of Business Grice advised that information regarding next year's Ministry grants will likely be received after the Provincial budget is released—late March/early April timeframe. Trustee Petrella presented the following recommendations for approval:

THAT the Budget Committee recommends that the Committee of the Whole refers the Financial Goals for the 2012-13 Budget report to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Budget Committee recommends the Committee of the Whole refers the Budget Planning report to the Brant Haldimand Norfolk Catholic District School Board for approval of the budget procedures as outlined in the Budget Procedures Manual.

Moved by: Dan Dignard  
Seconded by: Dennis Blake

THAT the Committee of the Whole refers the unapproved minutes of the Budget Committee Meeting of March 6, 2012 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

THAT the Committee of the Whole refers the recommendations of the Budget Committee Meeting of March 6, 2012 to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

## **5.2 International Association for Public Participation (IAP2)**

Superintendent of Business Grice advised trustees that he and Principal of Program, Leslie Telfer, recently attended a week-long training session on public participation. Mrs. Telfer reviewed the highlights of the training, including a brief synopsis of some of the numerous different techniques that can be used to either garner information, consult, involve, collaborate or empower the public. She explained that public participation is a process and a structure, and emphasized the importance of having a clear and concise decision statement prior to engaging in these conversations. Superintendent Grice advised trustees that a detailed report on how staff propose to initiate the process will be presented to the Board in April, 2012. Director Horgan extended thanks to Mr. Grice and Mrs. Telfer for the time and effort that they dedicated to this training.

Moved by: Dennis Blake  
Seconded by: Dan Dignard

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board receives the International Association for Public Participation (IAP2) report.

**Carried**



### **5.3 Tuition Fees for Non-Resident in Ontario Students**

Superintendent of Business Grice advised trustees that staff periodically review tuition fee rates charged for non-resident in Ontario students. The results of a recent survey of a cross-section of Boards regarding tuition, administration and cancellation fees charged for non-resident students were presented and discussed by trustees. In response to trustee McKinnon's inquiry, Superintendent Grice confirmed that the recommended fee increases will help ensure that the Board does not incur any costs in accommodating requests for non-resident in Ontario students to attend our local schools.

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 annual tuition fee of \$11,500 for elementary non-resident in Ontario students, as defined by the Education Act.

**Carried**

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the annual tuition fee of \$12,500 for secondary non-resident in Ontario students, as defined by the Education Act.

**Carried**

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approves a non-refundable Administration/Application Fee of

**Carried**

THAT the Committee of the Whole recommends the Brant Haldimand Norfolk Catholic District School Board approves that no refund of tuition fees be given to international students who withdraw from the system during the course of their agreement.

**Carried**

### **5.4 St. Mary/Holy Cross Integration Sub-Committee Report – Name of School**

Trustee Dignard, Chair of the St. Mary/Holy Cross Integration Committee, reported that a group of school community members recently met to deliberate the name for the new amalgamated school entity. The consensus was that the school be named "Holy Cross". The motion was revised to include the Board's approval of the recommended school name.

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District receives the St. Mary/Holy Cross Integration Sub-Committee Report – Name of School, and approves that the name of the school remains "Holy Cross".

**Carried**



## **5.5 Strategic Plan Update: Communications**

Superintendent of Business Grice, together with Tracey Austin, Manager of Communications, provided highlights as to the progress being made on various strategic commitments in the area of communications in the final year of the current Strategic Plan. Mrs. Austin demonstrated features of the redesigned Board website as well as the new employee portal, both of which are still in the process of being populated with content and the overall “look” finalized. She also highlighted several new initiatives including the publication of the “From the Boardroom” monthly communiqué, the upcoming media training session for administrators and trustees, the Board’s new branding, as well as improved communication with schools regarding Privacy and Information Management (PIM). In response to trustee inquiries, Superintendent Grice confirmed that a trustee component to the portal could be added in the future, that school websites will be reviewed and updated as they migrate to the new Board website, and that various staff and areas will be involved in managing updates to the content of the website and portal. It is anticipated that the redesigned website will be ready to be launched before the end of this school year.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the monitoring report on the Strategic Commitment: Communications to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

## **5.6 Regional Catholic Parent Involvement Committee (RCPIC) By-Laws**

Superintendent Chopp informed the Board that in keeping with Ontario Regulation 330/10, by-laws to govern the work of the Regional Catholic Parent Involvement Committee have been developed by the Committee’s executive and reviewed by school Parent Involvement Committees. The proposed by-laws are being presented to the Board for approval.

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Brant Haldimand Norfolk Regional Catholic Parent Involvement Committee by-laws, as presented.

**Carried**

## **5.7 Mental Health Initiative**

Superintendent Chopp provided an overview of the Ministry’s Mental Health Initiative and local plans to improve services and supports for children and youth with mental health and addiction needs. He explained that our Board and co-terminus board have formed a partnership with Woodview Mental Health and Autism Services, and Haldimand-Norfolk REACH to deliver a program known as ROKS (Reaching Out to Kids in Schools). This initiative is being funded by the Ministry. Professional development opportunities for staff are being provided, as well as support and promotional materials for schools and students, with a focus on reducing the stigma associated with mental health challenges.



**Brant Haldimand Norfolk  
Catholic District School Board**

**Minutes**

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

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Moved by: Dan Dignard  
Seconded by: Dennis Blake

THAT the Committee of the Whole refers the Mental Health Initiative report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

**5.8 Excursion: Italy and Greece**

Superintendent Roehrig reviewed a request from Assumption College School for approximately 22 students to travel to Italy and Greece during March Break 2013 to witness elements of history learned in the classroom and enhance their appreciation of other cultures and architecture. He advised that no school days will be used.

Moved by: Dan Dignard  
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 Italy and Greece from Friday, March 8, 2013 to Sunday, March 17, 2013.

**Carried**

**6. Information and Correspondence - Nil**

**7. Notices of Motion - Nil**

**8. Trustee Inquiries - Nil**

**9. Business In-Camera**

Moved by: Bonnie McKinnon  
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: Bonnie McKinnon  
Seconded by: Dan Dignard

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

**Carried**

**11. Future Meetings**

Director Horgan reviewed several updates made to the upcoming meetings and events listing.



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**12. Closing Prayer**

A closing prayer was recited in unison.

**13. Adjournment**

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of March 20, 2012.

**Carried**