



Committee of the Whole
Tuesday, June 17, 2014 ♦ 7:00 pm
Boardroom

Trustees:

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

Absent:

Senior Administration:

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

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Trustee McKinnon.

1.2 Attendance – As noted above.

1.3 Approval of the Agenda

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the June 17, 2014 meeting.

Carried

1.4 Declaration of Interest

Chair Szeman and Trustees Casey and Dignard declared conflicts of interest with respect to Item 5.1, 2014-15 Budget, specifically the motion dealing with the Salaries and Benefits Budget, due to the nature of the employment of their children with the Board.

2. Presentations

2.1 Chair Szeman congratulated the honoured recipients of special awards presented by the Council for Exceptional Children (Haldimand, Norfolk, Brant Chapter 824) at their 27th annual Spring Awards Gala. Trustees presented certificates of accomplishment to those who were present. This year's recipients of Student Achievement Awards were Rielly Cseke (Sacred Heart School, Langton), Mackenzie Hooley-Resendes (Holy Cross School), Jessica Pinnock (Notre Dame School, Brantford); Brayden Rumble (St. Basil School), and Colin Marry (St. John's College). Brendan Caslick (St. John's College) and Joseph Miller (Assumption College School) were honoured recipients of Life Skills Student Awards.



Loraine Gubbels (Our Lady of Fatima School, Courtland) and Lindsay Ronson (St. John's College) received Teacher of the Year awards, while Educational Assistant Lisa Young (St. Joseph's School, Simcoe) was awarded a Paraprofessional Award. Charmaine Hanley, Principal (St. Mary's School, Hagersville) was recognized with an Educational Leader Award.

- 2.2 Chair Szeman extended the Board's congratulations and appreciation to Carol Luciani, Principal at St. Frances Cabrini School, on the occasion of her retirement from the Board as of June 30, 2014. During her 28-year career in education, Mrs. Luciani has served the system as an elementary classroom teacher, Special Education Resource Teacher, and Principal.

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 May 20, 2014 Committee of the Whole meeting.
- 4.2 THAT the Committee of the Whole refers the unapproved minutes of the Regional Catholic Parent Involvement Committee meeting of May 26, 2014 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 Catholic Education Advisory Committee meeting of May 27, 2014 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 Student Transportation Services Brant Haldimand Norfolk Board of Directors' meeting of May 27, 2014 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 Special Education Advisory Committee meeting of June 10, 2014 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 Mental Health Leadership Team meeting of June 4, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.7 THAT the Committee of the Whole refers the educational field trip summary report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Clarification was provided to several trustee inquiries with respect to the unapproved minutes from the Regional Catholic Parent Involvement Committee, the Catholic Education Advisory Committee, and the Student Transportation Services Board of Directors' meeting.

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 Minutes and Recommendations from the Budget Committee Meeting – May 26, 2014

Vice Chair Petrella, Chair of the Budget Committee, reviewed the highlights of the 2014-15 Budget. He noted that the total increase in the Board's operational budget over the 2013-14 revised budget is approximately \$564,000 or 0.5%, while total revenue has increased by approximately \$0.5 million over the current year. Vice Chair Petrella expressed the Board's appreciation to staff for once again presenting a balanced budget.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the unapproved minutes of the Budget Committee Meeting of May 26, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

Chair Szeman presented the following motions for approval:

Moved by: Rick Petrella

Seconded by: Bonnie McKinnon

THAT the Budget Committee recommends that the Committee of the Whole refers the 2014-15 Operations Budget, in the amount of \$26,699,990, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

THAT the Budget Committee recommends that the Committee of the Whole refers the 2014-15 Capital Budget, in the amount of \$2,239,182, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

Vice Chair Petrella presented the following motion for approval. Chair Szeman and Trustees Casey and Dignard did not participate in any discussion on this motion and did not vote due to the conflict of interest declared in Item 1.4.

Moved by: Bonnie McKinnon

Seconded by: Dennis Blake

THAT the Budget Committee recommends that the Committee of the Whole refers the 2014-15 Salaries and Benefits Budget, in the amount of \$92,018,170, to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.2 Unapproved Minutes and Recommendations from the Policy Committee Meetings – May 27, 2014 and June 4, 2014

Trustee Blake, Chair of the Policy Committee, reviewed the highlights of the revised policies that were considered at the May 27 and June 4, 2014 meetings. The following recommendations were presented for approval:



THAT the Policy Committee recommends that the Committee of the Whole refers the rescinding of the Opening and Closing Exercises Policy 200.11 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Head Lice/Pediculosis Policy 200.20 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the Home Schooling Policy 200.16 to the Brant Haldimand Norfolk Catholic District School Board for approval.

THAT the Policy Committee recommends that the Committee of the Whole refers the French Immersion Policy 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 to the Brant Haldimand Norfolk Catholic District School Board for approval

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Committee of the Whole refers the approved minutes of the Policy Committee Meetings of May 27, 2014 and June 4, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

THAT the Committee of the Whole refers the recommendations of the Policy Committee Meetings of May 27, 2014 and June 4, 2014 to the Brant Haldimand Norfolk Catholic District School Board for approval.

Carried

5.3 Board Leadership Development Report: Mathematics AQ and Principal QP Courses

Superintendent McKinnon introduced two new leadership programs which support the Board's strategic goals of the areas of leadership development, as well as improving instructional practice and student achievement in mathematics. In partnership with Nipissing University/Schulich School of Education, the Board will be offering a Primary/Junior Part 1 as well as a Grades 7/8 Additional Qualifications courses in Mathematics. In partnership with the Catholic Principals' Council of Ontario, the Board will offer a Principal Qualification Program Part 1 course. He noted that both programs allow the Board to supply the instructors and to tailor the learning to processes and needs of our system.

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Board Leadership Development Report: Mathematics AQ and Principal PQ Courses report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried



5.4 Special Education Services Department Annual Report 2013-14

Superintendent Telfer advised that the subject report is in response to Ministry directive that Boards approve an annual report on the provision of special education programs and services, and submit the report to the Ministry by July 1 annually. She reviewed the key components of the 2013-14 Annual Report, highlighting the many program offerings, the progress made and significant accomplishments, as well as noting areas of ongoing challenge. Chair Szeman expressed the Board's appreciation to Superintendent Telfer and Carmen McDermid, Special Education Lead, for their leadership and to their staff for their dedication and tireless efforts in supporting Special Education students and their families.

Moved by: Dennis Blake

Seconded by: Rick Petrella

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the Special Education Services Department Annual Report 2013-14.

Carried

5.5 Bank Operating Credit

Superintendent Grice presented an annual borrowing resolution that allows the Board to borrow to meet financing needs, as required. He reported that the operating requirements of the Board have not changed significantly and proposed that the current operating credit of \$7.0 million and \$300,000 Purchase Card be maintained and extended for another one-year term. In response to Trustee Petrella's inquiry, Superintendent Grice will provide trustees with a list of employees who have Purchase Cards and their respective spending limits.

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:

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, 2015 (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.

Carried

5.6 Borrowing By-Law 2014-01

Superintendent Grice advised that until financing can be arranged with the Ministry of Education, an interim capital loan of \$930,00 may be required to finance the addition of one new Early Learning Kindergarten Program classroom and an administrative office relocation at Blessed Sacrament School in Burford.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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 \$930,000 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.

Carried

5.7 Financial Report as of May 2014

Superintendent Grice provided an update on expenditures as of the end of the third quarter. He advised that spending is on track and that there are no significant issues. He did note that an area of concern is the increase in short-term and long-term sick leaves.

Moved by: Cliff Casey

Seconded by: Rick Petrella

THAT the Committee of the Whole refers the Financial Report – May 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Carried

6. Information and Correspondence

Chair Szeman advised trustees that they are welcome to attend any of the Textploration Visits being made by Grade 7 students to their feeder secondary school. A schedule of the visits was distributed.

Chair Szeman advised trustees that copies of the annual province-wide OECTA Young Authors Awards publication were available for perusal. Several of our students have entries in this publication.

Trustee Dignard commented that a parish priest had expressed his concern regarding Catholic education and their perceived stance on homosexuality resulting from the Ontario English Catholic Teachers’ Association’s support of the upcoming World Pride event.

Several trustees raised concerns about the constraints upon school boards to provide nominal appreciation to staff, such as the school year-end lunch.



**Brant Haldimand Norfolk
Catholic District School Board**

Minutes

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

Moved by: Bonnie McKinnon

Seconded by: Dan Dignard

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 - Nil

9. Business In-Camera

Moved by: Rick Petrella

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

10. Report on the In-Camera Session

Moved by: Dennis Blake

Seconded by: Cliff Casey

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

Carried

11. Future Meetings

The list of upcoming meetings and events was reviewed.

12. Closing Prayer

A closing prayer was recited in unison.

13. Adjournment

Moved by: Rick Petrella

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of June 17, 2014.

Carried