



**Committee of the Whole**  
**Tuesday, October 21, 2014 ♦ 7:00 pm**  
**Boardroom**

**Trustees:**

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

**Absent:** June Szeman

**Senior Administration:**

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

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**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: Bonnie McKinnon

Seconded by: Cliff Casey

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the October 21, 2014 meeting.

**Carried**

**1.4 Declaration of Interest - Nil**

**1.5 Approval of Committee of the Whole Meeting Minutes – September 16, 2014**

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Committee of the Whole of the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the September 16, 2014 Committee of the Whole meeting.

**Carried**

**1.6 Business Arising from the Minutes - Nil**

**2. Presentations - Nil**

**3. Delegations – Nil**



#### **4. Consent Agenda**

- 4.1** THAT the Committee of the Whole refers the approved minutes of the Special Education Advisory Committee Meeting of September 10, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.
- 4.2** THAT the Committee of the Whole refers the unapproved minutes of the Special Education Advisory Committee Meeting of October 8, 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 October 8, 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 Mental Health Leadership Team Meeting of October 9, 2014 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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 Strategic Plan 2012-2015: Catholicity Update**

Director Roehrig provided an update on the Catholicity pillar of the 2012-2015 Strategic Plan. He highlighted the focus areas in both the Religion & Family Life and Faith Formation programs for the coming year. Director Roehrig added that the Board's work in the area of Christian Meditation with Children is drawing attention province-wide.

Moved by: Dennis Blake

Seconded by: Dan Dignard

THAT the Committee of the Whole refers the Strategic Plan 2012-2015: Catholicity Update to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

##### **5.2 Primary and Junior/Intermediate Class Size**

Superintendent McKinnon provided details of the Board's compliance with Ministry regulations with respect to Primary and Junior/Intermediate class sizes. He added that four teachers were added in response to enrolment being 90 students higher than originally projected in the elementary panel.

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole refers the Primary and Junior/Intermediate Class Size report to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**



### **5.3 System Plan to Improve Student Achievement in Elementary Mathematics**

Superintendent Shypula presented staff's plan to address identified needs and gaps in student achievement in elementary mathematics. She reviewed trends across the system, including areas of strength and challenges, and outlined the many strategies and programs that have been put in place or expanded to help build teacher capacity and to assist students in improving their understanding and execution of mathematics. Superintendent Shypula distributed copies of an at-a-glance reference resource and Parents Tips sheet that have been developed. A discussion ensued and many trustee inquiries were addressed with respect to assistance being provided by members of the central office Student Achievement Team, sharing of best practices through the collaborative inquiry process, capacity building for teachers and principals, accountability for student achievement results, methods of assessment and measuring improvement based on evidence, and teacher qualifications in the area of mathematics. Director Roehrig acknowledged that staff are well aware of the areas of concern, which are not only at the district level, but across the province. He added that Board results are very good relative to many Catholic Boards and that the Grade 9 mathematics assessments are commendable. He emphasized that it takes time to build capacity; case in point, literacy having been an area of focus for over a dozen years and the results reflecting this long-term effort. He noted that goals have been identified and that staff will continue to work diligently towards achieving these goals.

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the System Plan to Improve Student Achievement in Elementary Mathematics to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### **5.4 Integrated Accessibility Plan – Annual Report 2013-14**

Superintendent Telfer advised that all public sector organizations are required to comply with legislated standards outlined in the *Ontarians with Disabilities Act* that aims to, over the course of several years, remove barriers and improve access and opportunities for people with disabilities. Superintendent Telfer provided a progress report on work that was completed during the 2013-14 school year to address barriers in the areas of employment, information and communications, student transportation, and facilities. She advised that the next step is for the Accessibility Committee to identify and act on areas or components that have yet to be addressed prior to the next compliance date of January 1, 2016.

Moved by: Dennis Blake

Seconded by: Bonnie McKinnon

THAT the Committee of the Whole refers the Integrated Accessibility Plan Annual Report 2013-14 to the Brant Haldimand Norfolk Catholic District School Board for receipt.

**Carried**

### **5.5 Incorporation of the Friends of the Educational Archives**

Director Roehrig reviewed a proposed amendment to the existing Co-operative Agreement for Archival Support between the Board, the Grand Erie District School Board, and the Friends of the Educational Archives. Currently, the Agreement requires an annual renewal signature by all parties. This section has been revised to include an evergreen clause which allows the agreement to remain in effect indefinitely until written notification of non-renewal or termination is issued by any of the parties.



Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole refers the Co-operative Agreement for Archival Support between the Brant Haldimand Norfolk Catholic District School Board, the Grand Erie District School Board, and the Friends of the Educational Archives to the Brant Haldimand Norfolk Catholic District School Board for approval.

**Carried**

## **6. Information and Correspondence**

Acting Chair Petrella drew trustee attention to an invitation to the annual St. John's College Remembrance Day service on November 10, 2014.

Trustee McKinnon extended the Board's congratulations to Celina Kubisch, a Grade 4 student at St. Patrick's School in Caledonia, for placing 2<sup>nd</sup> in a world-wide Knights of Columbus poster contest.

Moved by: Dan Dignard

Seconded by: Dennis Blake

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**

Acting Chair Petrella stated that he would be voting on these motions.

**7.1** Trustee Blake presented the following notice of motion that he made at the September 16, 2014 Committee of the Whole meeting, as follows:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves the posting of Trustee monthly expense reports on the Board's website on a quarterly basis.

Moved by: Dennis Blake

Seconded by: Dan Dignard

Discussion ensued with respect to the format of the report, expense submission deadline expectations, logistics for implementing this practice, and determining the start date, which was suggested to be December 1, 2014 with the new Board of Trustees.

The following motion was put forth; Trustee Blake requested a recorded vote:

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Committee of the Whole moves to postpone the motion that Trustee monthly expense reports be posted on the Board's website on a quarterly basis pending a report from staff at the November Committee of the Whole meeting on what the presentation of the expense report will look like.

Trustee Blake: No

Trustee Casey: Yes

Trustee Dignard: Yes

Trustee McKinnon: Yes

Trustee Petrella: No

**Carried**



- 7.2** Trustee Blake presented the following notice of motion that he made at the September 16, 2014 Committee of the Whole meeting, as follows:

THAT the Committee of the Whole recommends that the Brant Haldimand Norfolk Catholic District School Board approves that Trustees be limited to attending two conferences per year, with the exception of new Trustees.

Moved by: Dennis Blake

Seconded by: Dan Dignard

Discussion followed, in particular what the definition of a "conference" is as trustees attend a wide variety of regional, provincial and national events including meetings, professional development training and trustee associations' events. The following motion was proposed; Trustee Casey requested a recorded vote:

Moved by: Dan Dignard

Seconded by: Dennis Blake

THAT the Committee of the Whole moves to postpone the motion that Trustees be limited to attending two conferences per year, with the exception of new Trustees, pending a report from staff at the November Committee of the Whole meeting.

Trustee Blake: Yes

Trustee Casey: No

Trustee Dignard: Yes

Trustee McKinnon: No

Trustee Petrella: Yes

**Carried**

- 8. Trustee Inquiries - Nil**

- 9. Business In-Camera**

Moved by: Dan Dignard

Seconded by: Bonnie McKinnon

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: Dan Dignard

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 2014-15 meetings and events was reviewed.

- 12. Closing Prayer**

A closing prayer was recited in unison.



**Brant Haldimand Norfolk**  
Catholic District School Board

**Minutes**

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

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**13. Adjournment**

Moved by: Cliff Casey

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the meeting of October 21, 2014.

**Carried**