



**BRANT HALDIMAND NORFOLK
Catholic District School Board**

Minutes

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

**Board Meeting
Tuesday, March 29, 2022 ♦ 7:00 p.m.
Boardroom**

Members: **Trustees:**
Rick Petrella (Chair), Carol Luciani (Vice-Chair), Cliff Casey, Bill Chopp, Dan Dignard,
Mark Watson, Aidan O'Brien (Student Trustee)

Senior Administration:
Mike McDonald (Director of Education & Secretary), Scott Keys (Superintendent of Business & Treasurer), Rob De Rubeis, Kevin Greco, Lorrie Temple (Superintendents of Education)

1. Opening Business

1.1 Opening Prayer

The meeting was opened with prayer led by Vice-Chair Luciani.

1.2 Attendance

Attendance was as noted above.

1.3 Approval of the Agenda

Moved by: Carol Luciani

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board approves the agenda of the March 29, 2022 Board meeting.

Carried

1.4 Declaration of Interest - Nil

1.5 Approval of Board Meeting Minutes – February 22, 2022

Moved by: Dan Dignard

Seconded by: Cliff Casey

THAT the Brant Haldimand Norfolk Catholic District School Board approves the minutes of the February 22, 2022 Meeting of the Board.

Carried

1.6 Business Arising from the Minutes – Nil

2. Presentations - Nil

3. Delegations – Nil

4. Consent Agenda - Nil

5. Committee and Staff Reports

**5.1 Unapproved Minutes and Recommendation of the Committee of the Whole Meeting
- March 22, 2022**

Vice-Chair Luciani reviewed the business of the March 22, 2022 Committee of the Whole meeting and brought forward the following recommendation:



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- THAT the Brant Haldimand Norfolk Catholic District School Board approves the following:

THAT, for purposes of the 2022 election, the number of trustees is determined to be six.

THAT, for purposes of the 2022 election, the Brant Haldimand Norfolk Catholic District School Board has not designated any low population areas within its jurisdiction.

THAT, for the purposes of the 2022 election, the Brant Haldimand Norfolk Catholic District School Board has determined the distribution of trustees to be two trustees for the City of Brantford, two trustees for the County of Norfolk, one trustee for the County of Brant and one trustee for the County of Haldimand.

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board receives the unapproved minutes of the Committee of the Whole Meeting of March 22, 2022.

Carried

Moved by: Cliff Casey

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the recommendation of the Committee of the Whole Meeting of March 22, 2022.

Carried

5.2 Changing of Board Meeting Date

Director McDonald reviewed the historical graduation ceremony dates and noted the past two years secondary schools have not been able to hold face to face graduation ceremonies as a result of the COVID pandemic. Prior to COVID these graduation dates were scheduled well in advance so that the date could be coordinated with Senior Team and the Board calendar to ensure that there was not a conflict. As a result of venues reopening and scheduling constraints the only time that St John's College was able to book their venue, and not be in conflict with Assumption College School's graduation, was on the same date as the June Board meeting.

Moved by: Cliff Casey

Seconded by: Bill Chopp

THAT the Brant Haldimand Norfolk Catholic District School Board approves the change in date for the June 2022 Board meeting from Tuesday June 28, 2022 to Monday June 27, 2022.

Carried

5.3 Contract Awards (Q1/Q2 2022)

Superintendent Keys shared a summary of contracts awarded from September 1 2021 to February 28, 2022 and reviewed the board's participation in cooperative procurement ventures with other school boards and other branches of government or their agencies of public authorities (i.e., Ministry of Government and Consumer Services or the Ontario Education Collaborative Marketplace) to obtain maximum value for money through economies of scale and/or shared services.



Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board receives the Contract Awards (Q1/Q2 2022) report.

Carried

5.4 Procurement Policy Amendment

Superintendent keys provided an outline of Procurement Policy 700.01. It was noted that Facility Services repairs, remodels, and provides daily, weekly, monthly preventative maintenance for the 28 elementary school, four secondary schools, and three administrative buildings. He highlighted the need to fulfill the department objectives and ensure our students, staff, and visitors continue to enjoy safe and healthy learning and work environments, Facility Supervisors are regularly required to incur smaller value purchases for parts or services. The current Approval Authority Schedule does not provide for Supervisors to approve payment of such transactions and it is recommended that they be added.

Moved by: Cliff Casey

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board approves the revisions to the Procurement Policy 700.01 effective March 30, 2022.

Carried

5.5 Student Trustee Update

Student Trustee O'Brien highlighted Assumption College School's planning of a Coffee house in the spring, applications for student council are being received for future members and the STEM club is excited to return to in-person STEM presentations. Holy Trinity recently hosted a spirit week that was very successful within the school. The school raised money for St. Vincent de Paul, as well as planning to give the proceeds for their upcoming dress down day towards a student's family whose father passed away. St. John's College School hosted a jersey day in memory of Walter Gretzky prior to March Break. The school also hosted a pajama day for cancer awareness.

Moved by: Bill Chopp

Seconded by: Carol Luciani

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

Carried

6. Information and Correspondence

6.1 COVID Update

Director McDonald noted that there will be two vaccination clinics held at schools in the coming week. Discussion was held regarding the reopening of the province.

Trustee Luciani inquired as to the status of attendance. Director McDonald advised that the percentage of total attendance continues to be consistent and posted publicly daily.



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Moved by: Carol Luciani

Seconded by: Mark Watson

THAT 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. Notices of Motion Being Considered for Adoption - Nil

9. Trustee Inquiries - Nil

10. Business In-Camera

Moved by: Dan Dignard

Seconded by: Carol Luciani

THAT the Brant Haldimand Norfolk Catholic District School Board moves to an In-Camera session.

Carried

11. Report on the In-Camera Session

Moved by: Bill Chopp

Seconded by: Mark Watson

THAT the Brant Haldimand Norfolk Catholic District School Board approves the business of the In- Camera session.

Carried

12. Future Meetings and Events

Chair Petrella drew attention to the upcoming meetings and events.

13. Closing Prayer

The closing prayer was led by Chair Petrella.

14. Adjournment

Moved by: Bill Chopp

Seconded by: Dan Dignard

THAT the Brant Haldimand Norfolk Catholic District School Board adjourns the March 29, 2022 Board meeting.

Carried

Next meeting: Tuesday, April 26, 2022, 7:00 p.m. – Boardroom