

**AGENDA: 6:00 pm**

1. Call to Order
2. O Canada
3. Delegation: Kendra Beaudoin & Rebecca Pallister re:FI Program Placement (10 minutes)
4. Approval of the Agenda
5. Declarations of Conflict of Interest
6. [Confirmation of the Minutes: January 28, 2019](#)

Reports from Trustee Special Committees:

7. [Governance – January 21, 2019](#)

Reports from Community Advisory Committees:

8. [French as a Second Language Advisory Committee – Jan. 30, 2019](#)
9. [Human Rights & Equity Advisory Committee – Jan. 22 2019](#)

10. Resolution Into Committee of the Whole (Private Session) as per the Education Act, Section 207.2 \*Director & Ward Trustees only\*  
*(b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian*

***Meeting Resumes in Public Session***

11. Report from Committee of the Whole (private) – February 11, 2019
12. Oral Reports from Liaison Committees:
  - A. City/School Board Liaison Committee
  - B. Hamilton-Wentworth Home & School Association
  - C. Hamilton Foundation for Student Success (HWDSB Foundation)
  - D. Ontario Public School Boards' Association (OPSBA)
13. Adjournment

Meeting times and locations are subject to change. Please refer to our website for the latest information.

<http://www.hwdsb.on.ca/trustees/meetings/>

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**Trustees:** Becky Buck, Christine Bingham, Dawn Danko, Penny Deathe, Cam Galindo, Alex Johnstone, Ray Mulholland, Carole Paikin Miller, Chris Parkinson, and Paul Tut. **Student Trustees** Cameron Prosic and Tara Rezvan.

**Regrets:** Trustee Kathy Archer

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**1. Call to Order**

Alex Johnstone, Chair of the Board, called the meeting to order at 6:08 p.m.

**2. Approval of the Agenda:**

**RESOLUTION #19-4:** Trustee Deathe, seconded by Trustee Bingham, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**3. Declarations of Conflict of Interest**

None.

**4. Confirmation of the Minutes: January 14, 2019**

The minutes of January 14, 2019 were confirmed.

**Reports from Trustee Special Committees**

**5. Human Resources Committee – January 7, 2019**

**RESOLUTION #19-5:** Trustee Deathe, seconded by Trustee Galindo, moved: **That the Human Resources Committee Report – January 7, 2019 be received including an Employee Recruitment update and a draft Attendance Management Policy.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**6. Policy Committee – January 16, 2019**

**RESOLUTION #19-6:** Trustee Bingham, seconded by Trustee Paikin Miller, moved: **That the Policy Committee Report – January 16, 2019 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**7. Finance and Facilities Committee – January 17, 2019**

**RESOLUTION #19-7:** Trustee Danko, seconded by Trustee Parkinson, moved: **That the Finance and Facilities Committee Report – January 17, 2019 be approved including the Key Parameters and Assumptions to Guide 2019/2020 Budget Development.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**Reports from Legislated Committees:**

**8. Parent Involvement Committee – January 8, 2019**

**RESOLUTION #19-8:** Trustee Buck, seconded by Trustee Van Tut, moved: **That the Parent Involvement Committee Report – January 8, 2019 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**Reports from Community Advisory Committees:**

**9. French as a Second Language Advisory Committee – November 28, 2018**

**RESOLUTION #19-9:** Trustee Danko, seconded by Trustee Galindo, moved: **That the French as a Second Language Advisory Committee Report – November 28, 2018 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**10. Faith Advisory Committee – January 16, 2019**

**RESOLUTION #19-10:** Trustee Buck, seconded by Trustee Deathe, moved: **That the Faith Advisory Committee Report – January 16, 2019 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**11. Appointment to Board Mandated Committee: Special Education Advisory Committee**

Trustee Deathe put her name forward to be the one additional member/alternate to sit on the Special Education Advisory Committee.

**RESOLUTION #19-11:** Trustee Deathe, seconded by Trustee Danko, moved: **That Trustee Deathe be appointed as the new member/alternate on the Special Education Advisory Committee.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**12. Resolution Into Committee of the Whole (Private Session)**

**RESOLUTION #19-12:** Trustee Bingham, seconded by Trustee Danko, moved: **That the Board move into Committee of the Whole (Private), this being done at 6:39 p.m.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

The open session resumed at 8:09 p.m.

Student Trustee Rezvan did not return to the meeting.

**13. Standing Committee – January 14, 2019**

**RESOLUTION #19-13:** Trustee Danko, seconded by Trustee Tut, moved: **That the Standing Committee – January 14, 2019 report be approved including the School Year Calendar 2019-2020 – Elementary and Secondary moving forward for consultation.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

**14. Committee of the Whole (Private) - January 30, 2019**

**RESOLUTION #19-14:** Trustee Danko, seconded by Trustee Bingham, moved: **That the report of the Committee of the Whole (private) – January 30, 2019 be approved including:**

- **That the Human Resources Committee report from January 7, 2019 be received.**
- **That the Finance & Facilities committee report from January 17, 2019 be approved.**

- That a staff report regarding a legal matter be approved.

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Rezvan voted in favour

## **15. Oral Reports from:**

### **A. Student Trustees' Report**

Student Trustees Prosic shared the following highlights:

- They are continuing with school visits.
- They met with their team of mentors and fleshed out how the role of Student Trustee can best be supported.
- They are continuing to learn about partnerships and also working on teaching their senators about partnerships and how they work.
- Senate had a bit of a break due to secondary school exams
- They will have their first official draft agenda for the "Take the Lead" conference after the next Secondary Senate meeting.
- Student Trustee Prosic attended the Public Education Symposium on January 24-26, 2019.

### **B. Director's Report**

The Director shared that he visited a few schools including Glenwood Special Day school, Ancaster Meadow, Sir Allan MacNab and Nora Frances Henderson. The visits provided a broad view to see how the five strategic direction are being implemented. He was thrilled to see how amazing the staff has been working with the students and the strategic directions. Themes included social emotional learning, diversity, culture of high achievement, and the use of technology to enhance learning were themes in the visits. On January 9, 2019, a System Leaders Meeting was held with keynote Assistant Deputy Minister, Patrick Case. Students from Central Elementary school were also in attendance and told Administrators their perspective on equity.

### **C. Chair's Report**

The Chair shared the following highlights:

- That some of the new Trustees have been out visiting their schools and attending meetings with the Superintendents.
- On January 9, the board issued a response to the City of Hamilton as they submitted to Canada's license act. HWDSB issued a letter regarding the distance of cannabis retailers and schools.
- On January 10, 2019 Dundas Valley Secondary School students ran a student-led conference, CHANGE the WAY, with a human rights focus.
- On January 24-26, 2019 the Chair attended the Public Education Symposium along with fellow Trustees Galindo, Buck, Danko, Deathe, Director Figueiredo, Shawn McKillop and Student Trustee Prosic.
- It was noted that today is Bell Let's Talk raising awareness about mental health and the Chair also highlighted the HWDSB program "We Help."

Following the Chair of the Boards oral update, Trustee Paul Tut moved a motion.

**RESOLUTION #19-15:** Trustee Tut, seconded by Trustee Danko, moved: **That HWDSB send a letter to the Minister of Education and copy OPSBA and other Boards across the province detailing the Board's expressed concerns on the proximity of cannabis retail stores to schools.**

Trustees also asked that the letter be copied to the Minister of Finance, Minister of Municipal Affairs and Housing, the Alcohol and Gaming Commission of Ontario and City of Hamilton Public Health.

The meeting adjourned 8:34 p.m.

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: February 11, 2019

From: Governance Committee

Date of Meeting: January 21, 2019

The committee held a meeting from 5:30 p.m. to 7:20 p.m. on January 21, 2019 at 20 Education Court, Hamilton, ON, in Meeting Room 340D, with Trustee Alex Johnstone presiding.

Members present were: Trustees Cam Galindo, Dawn Danko, Penny Deathe, Alex Johnstone, and Carole Paikin Miller.

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**MONITORING ITEMS:****A. Report Structure: Naming a School – in Whole or Part**

Director Figueiredo introduced the topic and noted for Trustees that after examining the procedure associated with the Naming of a School in Whole or in Part policy, the consultation reports that were being created for the Naming Committee could be viewed as a gap in terms of the responsibility of the naming committee and the data provided to them as a result of public consultation. Based on the policy, the Naming Committee present to staff (who in turn create a committee report for presentation to Board) up to three (3) names to be considered that are unranked and listed in alphabetical order. However, the summary of consultation findings report as presented by our Research & Analytics department, provides numerical data, showing the number of times a name was inputted into the survey, thus causing confusion if the Naming Committee selects up to three names, which do not appear at the top of the chart in the consultation summary of findings.

Staff were concerned that the public might misinterpret the survey, thinking it is a “vote” or “popularity” contest and that the top-ranked name would be the only name considered, however, this is not the mandate of the Naming Committee. The mandate of the committee is to scrutinize all names submitted through public consultation and then make a recommendation that staff bring forward to the Board.

Trustees on the Governance Committee requested that staff reorganize the Summary of Findings consultation to show the top names in alphabetical order and still provide the ranking for each name. They also requested that staff investigate whether or not there is potential to limit the number of surveys completed from each IP address to only one (1) so that multiple entries from the same IP address would not be allowed to skew the data/consultation feedback towards a particular name.

**B. Strategic Direction Reports to Trustee Special Committees**

Director Figueiredo explained that each of the Strategic Directions reports were presented to a Trustee Special Committee based on the mandate of those committees, noting that only two (2) of the reports go to Standing Committee.

Strategic Direction Reports and Committees they are presented to:

- Effective Communications - presented to Standing Committee
- Student Learning & Achievement – presented to Program Committee
- Positive Culture and Well-being – presented to Human Resources Committee
- Transportation – presented to Standing Committee
- Transforming Learning Everywhere – presented to Program Committee
- Partnerships –presented to Program Committee
- School Renewal – presented to Finance & Facilities Committee

The committee spoke briefly about the pros and cons of moving all of the Strategic Directions reports to future Standing Committee meetings and requested that staff return in April for further review of which reports go to each of the Trustee Special Committee in relation to their committee mandates.

**C. Recording of Committee Meetings (Audio)**

Trustee Danko brought forward a request that the Governance Committee investigate the possibility of having audio recordings of staff presentations available for Trustees who might not be able to attend the committee meetings. Staff will investigate the possibility of webinar technology or other similar technology that would be available to use even if a Trustee were participating electronically and report back to the committee.

Respectfully submitted,  
Alex Johnstone, Chair of the Committee

## Committee Report

Presented to: Board

Meeting date: February 11, 2019

From: French as a Second Language

Meeting date: January 30, 2019

The committee held a meeting on Wednesday, January 30<sup>th</sup>, 2019, at the HWDSB Education Centre, from 7:00 to 9:00 pm co-chaired by Kelly Lees and Heather Lambert-Hillen.

Members present were: Heather Lambert-Hillen, Kelly Lees, Sihem Boudjabi, Leah Abbey, Denise Massie, Andrea Murkic, Kim Norgate, Ellen Syracopoulos, Lisa Urban, Catherine Roberts.

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### MONITORING ITEMS:

#### A. Student Representation

Representation has been sought from grade 11 students for the remainder of 2018-19 and 2019-20. Representation for 2020-21 will be sought in January 2020, from grade 11 students, to provide an opportunity for transitioning and mentoring from in-going and out-going representatives.

#### B. Program Presentations

Michelle Pollington, E-learning and Blended Learning Technician provided an overview of the HWDSB e-learning program and how e-learning supports student achievement and took questions from the committee.

Lynn Krusto, Specialist High Skills Major (SHSM) Consultant provided an overview of the HWDSB SHSM program (as well as program pathways) and took questions from the committee.

#### C. Grade One French Immersion Application Process

Bill Torrens, Superintendent of Student Achievement-Program, provided an overview of the Grade One French Immersion Application Process and took questions from the committee. The committee provided feedback on: communication of the application process; the Random Selection Process; and, the placement allocation process.

The committee discussed the governance rules in relation to delegations and as a result, the committee requested that staff add this item to a future FASL agenda for committee discussion.

Respectfully submitted,  
Kelly Lees and Heather Lambert-Hillen, Co-chairs

## Committee Report

Presented to: Board

Meeting date: February 11, 2019

From: Human Rights & Equity Community Advisory Committee    Meeting date: January 22, 2019

The committee held a meeting on January 22, 2019 from 5:00 pm. to 7:05 p.m. at the Education Centre, 20 Education Court, Hamilton, Ontario, with Co-Chair Neha Gupta presiding.

Members present were: Maisie Raymond-Brown, Princewill Ogban, Mouna Bile, Sara Gill, Ahona Mehdi, Neha Gupta, Jessica Bowen, Deborah Simon, Coley Baisden, Gachi Issa, Sabreina Dahab, Trustee Carole Paikin Miller, and Trustee Cam Galindo.

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### **INFORMATION ITEMS:**

#### **A. Election of Chair/Co-Chair**

Mouna Bile and Neha Gupta were elected Co-Chairs for this committee.

#### **B. Review of Terms of Reference**

Superintendent Sharon Stephanian highlighted key points for the committee.

#### **C. Equity and Inclusive Education Policy and Procedures**

Yohana Otite, Human Rights and Equity Officer provided an overview of the Equity and Inclusive Education policy and procedures.

#### **D. Overview of HWDSB Equity Strategies**

A power point presentation updated the group on the Draft Equity Action Plan that will be launched in the Spring.

#### **E. Idea Sharing/Brainstorming on HWDSB Equity Priority Area**

Committee members provided input on the four priority areas in the Draft Equity Action Plan: School and Classroom Projects; Governance, Leadership, and HR practices; Data Collection, Integration and Reporting; Positive Organizational Culture and Well-Being.

#### **F. Standing Items:**

- Trustee Update
- Member Updates

Respectfully submitted,  
Neha Gupta and Mouna Bile  
Co-Chairs