

June 2023



Matthew Gerard

Welcome to The PIC Connection, the Parent Involvement Committee (PIC)
Newsletter for School Councils.

A Message from Mike:

Welcome to your June edition of the PIC connection. In the blink of an eye the 22/23 school year is complete. In this issue we are introducing Matthew Gerard, Associate Director HWDSB, Support Services. Sharing the knowledge is short and sweet reminding you of school council start up dates and election procedures. We are sad to be saying goodbye to Shawn McKillop the HWDSB Communications Manager who is leaving us to join the former Director of HWDSB, Manny at the YMCA as the Vice President of Communications. Shawn has spent count less hours ensuring PIC & School Councils were always supported. There is no aspect Shawn did not have a helping hand in from attending all PIC meetings, School Council Chair training every October, visiting 5 Schools every year to connect with School Councils, Volunteer appreciation nights and much more. His guidance and recommendations were always welcome. He will be missed greatly as a mentor and friend! We wish you all a safe and wonderful summer holiday. Thank you for your dedication to HWDSB, staff and students helping ensure it is the best it can be.

Please feel free to reach out to Amanda or me anytime. pic@hwdsb.on.ca.

Mike Palma Chair of the Parent Involvement Committee

Our 2022-2023 school year is coming to an end. I want to first thank everyone for their time, involvement and care they provide to the school, Board and students. School years cannot be successful without the hard work that goes on behind the scenes by caring, supportive partners and caregivers. I know I am speaking for many when I say I am looking forward to next school year, to new memories being made, to new ideas being brought forward. I hope everyone has a safe, fun, relaxing summer and I look forward to working with all of you in September!

Amanda Lloyd Vice Chair of the Parent Involvement Committee

A Message from Matthew:

Greetings from Matthew Gerard, Associate Director, Support Services:

HWDSB's School Council Community, I am honoured to be featured in your newsletter. I joined HWDSB in my role in November 2022, coming from the Waterloo Region District School Board. It has been an amazing opportunity to join HWDSB and get to know the city, our students, staff and families better.

I moved to Hamilton in 2009 and currently live in Flamborough where my daughter attends daycare at one of our HWDSB schools. It has brought me tremendous joy to help her learn and grow and I feel extremely grateful that I will be a part of the system that serves and supports her on her learning journey.

In my role, I have the privilege of working with many talented professionals in Archives, Facility Services, Financial Services, Hamilton-Wentworth Student Transportation Services, and Information Technology Services. These teams are dedicated to providing high levels of service and support to the HWDSB community.

As I am nearing the end of my first 7 months with the HWDSB, I am reflecting on my learning over the last few months and looking forward to the possibilities and opportunities before us. I am also grateful for your leadership through School Councils and Home and School Associations.

The end of June means the end of the school year. I want to wish you the best over the next few months with many opportunities to rest, reflect, and spend time with loved ones. In Support Services, we will be navigating a number of constructions projects and similar work that will prepare our buildings, and the system for another exciting school year in 2023-24.

Matthew Gerard

Communications & Community Engagement Update:



TRUSTEE UPDATE

Trustee Fehrman shared the Trustee Update on behalf of Trustees Buck and Wong. She shared about the resignation of Shawn McKillop, Manager of Communications and Community Engagement, and the retirement of Associate Director, School Improvement (Learning Services), Sue Dunlop in October in 2023.

On June 12, Trustees passed the Budget. (See [HWDSB Trustees Approved 2023-24 Budget](#) approved on June 19). Also, as part of the budget discussions, Trustees voted to maintain childcare rental rates for the 2023-24 school year.

FACILITIES UPDATE

David Anderson, Senior Manager of Facility Services share with PIC the HWDSB's annual capital plan related to the School Renewal priority. The components of the annual capital plan include:

- Secondary School Facility Benchmark: \$4,500,000
- Elementary School Facility Benchmark: \$10,000,000
- Secondary Program Strategy: \$1,250,000
- Elementary Program Strategy: \$250,000
- Annual School Renewal: \$14,000,000
- Other / Maintenance: \$2,000,000

Additional Highlights of the presentation include:

Secondary Benchmark Strategy

- Cafeteria improvements
- Change room renovations
- Washroom renovations
- Main entrance and lobby space improvements
- Corridor painting and lockers
- Accessibility and equity incorporated into each benchmark

Elementary Benchmark Strategy

- LED lighting and ceiling improvements
- Main entrance and lobby space improvements
- Washroom renovations
- Modified existing benchmarks (gym revitalization and play space)
- Accessibility and equity incorporated into each benchmark

Elementary Projects Completed

- Kanetskare ES Ceiling and LED Lighting
- Lake Avenue Gym Revitalization
- Yorkview ES Washroom Refresh

Secondary Projects Completed:

- Glendale SS Cafeteria Refresh
- Westdale SS Cafeteria Refresh Westdale SS Artificial Turf Field
- Balaclava ES Window Replacement



Summer 2023 Projects

- Glendale Secondary School: Washroom & Changeroom Renovation Project
- Sir Winston Churchill Secondary School: Washroom Renovation Project, Changeroom Renovation Project
- Westmount Secondary School: Cafeteria Renovation Project
- Ancaster High School: Hospitality & Tourism Renovations Project, Bundled with Washroom & Changeroom Renovation
- A.M. Cunningham Elementary School: Main Entrance Door Renovation Project
- Adelaide Hoodless Elementary School: Gym Renovation Project
- Bennetto Elementary School: Corridor Ceiling Renovation Project
- Central Elementary School: Gym, Corridor Ceiling & Playfield Renovation Project
- École Élémentaire Michäelle Jean: Gym, Washroom & Corridor Ceiling, Bundled with Windows & Exterior Doors Renovation Project (School Renewal)
- Janet Lee Elementary School: Gym, Science, Art, Washroom & Corridor Ceiling, Bundled with Music Room (Elementary Program Strategy) Bundled with Parking Lot Paving Renovation Project (School Renewal)
- Norwood Park Elementary School: Gym, Washroom & Corridor Renovation Project
- Viscount Montgomery Elementary School: Gym, Corridor Renovation Project
- Parkdale Elementary School: Kindergarten Renovation Project
- Dundas Valley Secondary School: Circle Window Replacement Project
- Helen Detwiler Elementary School: Window & Door Replacement Project
- Mary Hopkins Elementary School: HVAC, Boiler & Bundled With Corridor Ceiling (Benchmark Strategy) Replacement Project
- Mount Albion Elementary School: Window & Door Replacement Project
- W.H. Ballard Elementary School: HVAC & Boiler Replacement Project – Phase 2
- Kanétskare Elementary School: Accessible Washroom Project
- Sherwood Secondary School: Building Revitalization

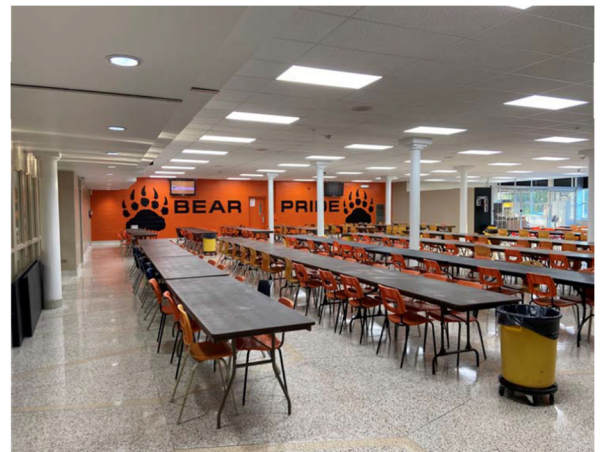


Parking Lot Paving Projects:

- Ancaster High School
- Hess Street Elementary School
- Kanetskare Elementary School
- Sir Allan MacNab Secondary School

Roof Replacement Projects:

- Cecil B. Stirling Elementary School
- Glendale Secondary School – Phase 1
- Gordon Price Elementary School – Phase 1
- Hill Park – Phase 1



2023-24 Projects

Secondary Benchmark Strategy

- Orchard Park: Washroom and change room renovations: \$1,150,000
- Sir Allan MacNab: Corridor renovations: \$800,000
- Sir Winston Churchill: Main entrance and corridor renovations: \$1,000,000
- Waterdown: Cafeteria, washroom, and Change room renovations: \$1,650,000
- Ancaster High: Washroom, change room and cafeteria renovations: \$1,350,000



Elementary Benchmark Strategy

- Parkdale: Gymnasium, main entrance and playfield renovations ceilings and LED lights in corridors: \$650,000
- Adelaide Hoodless: New ceilings and LED lights in corridors: \$500,000
- George L Armstrong: New ceilings and LED lights in corridors, gym, art, science and washroom renovations: \$1,475,000
- Pauline Johnson: Washroom renovations: \$500,000
- Central: Washroom renovation: \$500,000
- AM Cunningham: Washroom and change room, gymnasium and science room renovations: \$1,500,000
- Mount Hope: Art room, Learning Commons and playfield renovations: \$700,000
- Hess: Gymnasium, washroom and change room, and corridor renovations: \$1,250,000

***** Check out *The PIC CONNECTION* Newsletters and other support for School Council members at *** <https://hwdsb.info/SchoolCouncil> *****

Sharing the knowledge:

Best Practices:

Forming a School Council Best Practices:

- Elections are to be held annually, within the first thirty calendar days of the start of the school year. Elections must be held within this timeframe.
- The ministry states: the Principal of a school shall, at least 14 days before the date of the election of parent members, on behalf of the school council, give written notice of the date and time of and the location or means to access the election to every parent of a pupil who, on the date the notice is given, is enrolled in the school.
- This should include a brief description of what school council is and does along with a nomination form. The nomination form should allow for nomination as a parent member and as an executive member (Chair, Co Chair, Vice Chair, Treasurer, Secretary...). It should also provide for self nomination.



- The ministry states the information be delivered using one method. It is recommended to use more than one available to the school to ensure you reach all parents, guardians and caregivers. This may include school website, school bulletin board in main hall, outdoor electronic sign, school social media website, synervice system (parents have indicated they prefer not to receive calls during their supper), school messenger, hardcopy included in the welcome to the school package or on its own.
- Elections are held at the first school council meeting and are normally run by the Principal. **Attending parents, guardians and caregivers** cast a secret ballot for each position with more than one nominee. Positions with only one nomination will be acclaimed. Prior to voting the Principal should declare are there any more nominations for the position of ... Each candidate running for the position may assign a proxy to be present during the counting of the votes. The person with the majority of votes is appointed to the position. In the event of a tie each candidate will be provided five minutes to speak on why they wish to be appointed. This will be followed by another vote.
- The ministry states a school council shall meet within the first 35 days of the school year, after the elections are held. Most schools hold elections followed by the first meeting on the same date and time.
- The chair/co-chairs of the council are elected by the council members and must be a parent/guardian or caregiver who are not employed by the school board at their child's school.
- The term of office is one-year. It is important to note, however, that the ministry does not restrict the number of times that a member can be re-elected.
- **The chair/co-chairs are voting members** who, in addition to performing the same duties as other council members, may: arrange for meetings; prepare agendas in collaboration with the Principal/Vice Principal; chair council meetings; ensure that minutes of council meetings are recorded and maintained; facilitate the resolution of conflict; participate as ex-officio members of all committees established by the school council; communicate with the school Principal on behalf of the council.

HWDSB School Council Events:

Closed for Summer Vacation.

Up and Coming:

Closed for Summer Vacation.

In closing, thank you for reading the newsletter, created by parents for parents.

Have a topic you would like added or clarified,
drop us a line and let us know. Email pic@hwdsb.on.ca.

*We firmly believe working together we can make HWDSB an even better place to work, learn, play
and grow as staff, parents, guardians, caregivers and students.*