

**AGENDA: 6:00 pm**

1. Call to Order
2. O Canada
3. Presentation: Terry Cooke, Hamilton Community Foundation re: ABACUS (10 minutes)
4. Approval of the Agenda
5. Declarations of Conflict of Interest
6. Confirmation of the Minutes
  - [November 14, 2016](#)
  - [November 21, 2016](#)
  - [December 5, 2016](#)
7. [Correspondence: Toronto District School Board re: Letter to the Minister of Education](#)

Reports from Trustee Special Committees:

8. [Human Resources – November 24, 2016](#)
9. [Audit Committee – December 5, 2016](#)

Reports from Legislated Committees:

10. [Special Education Advisory Committee – November 30, 2016](#)

Reports from Community Advisory Committees:

11. [Rural Schools Advisory Committee – November 16, 2016](#)
12. [French as a Second Language Advisory Committee – November 30, 2016](#)

13. Resolution Into Committee of the Whole (Private Session) as per the Education Act, Section 207.2 (b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee
14. Meeting Resumes in Public Session
15. Report from Committee of the Whole (private) – December 12, 2016
16. Oral Reports from:
  - A. Student Trustees' Report – Local Activities & Ontario Student Trustees' Association (OSTA) Report
  - B. Director's Report
  - C. Chair's Report
17. 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: Kathy Archer, Jeff Beattie, Christine Bingham, Penny Deathe, Wes Hicks, Alex Johnstone, Ray Mulholland, Larry Pattison, Greg Van Geffen, Todd White. Student Trustees Tory Dockree, Elizabeth Wong.

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Regrets were received from Trustee Dawn Danko

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**1. Call to Order**

Todd White, Chair of the Board, called the meeting to order at 6:02 p.m.

**2. Approval of the Agenda**

**RESOLUTION #16-176:** Trustee Pattison, seconded by Trustee Johnstone, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

**3. Declarations of Conflict of Interest**

None.

**4. Confirmation of Minutes**

The minutes from October 17, 2016 and October 24, 2016 were confirmed.

**5. Correspondence – Peel DSB Re: Top-Up Funding**

**RESOLUTION #16-177:** Trustee Beattie, seconded by Trustee Archer, moved: **That the correspondence be received and filed.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

**Reports from Trustee Special Committees:**

**6. Governance Committee – November 1, 2016**

**RESOLUTION #16-178:** Trustee White, seconded by Trustee Van Geffen, moved: **That the report of the Governance Committee – November 1, 2016 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

**7. Policy Committee – November 2, 2016**

**RESOLUTION #16-179:** Trustee Beattie, seconded by Trustee Van Geffen, moved: **That the report of the Policy Committee – November 2, 2016 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

#### Reports from Legislated Committees

##### 8. Parent Involvement Committee – October 18, 2016

**RESOLUTION #16-180:** Trustee Deathe, seconded by Trustee Johnstone, moved: **That the report of the Parent Involvement Committee – October 18, 2016 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

##### 9. Special Education Advisory Committee – October 26, 2016

**RESOLUTION #16-181:** Trustee Johnstone, seconded by Trustee Bingham, moved: **That the report of the Special Education Advisory Committee – October 26, 2016 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

#### Reports from Staff

##### 10. Appointments to HWDSB Community Advisory Committees:

**RESOLUTION #16-182:** Trustee Van Geffen seconded by Trustee Johnstone, moved: **That memberships for French as a Second Language Advisory Committee (FIAC) and Rural Schools Advisory Committee be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

##### 11. Pupil Accommodation Review – Initial Reports for:

A. **RESOLUTION #16-183:** Trustee Bingham seconded by Trustee Beattie, moved: **That the Pupil Accommodation Review for West Hamilton be approved for commencement.**

**The following elementary schools are included:**

- Bennetto
- Cathy Wever
- Central
- Dr. Davey
- Earl Kitchener
- Hess
- Queen Victoria
- Ryerson
- Strathcona

**And;**

**That the composition of the Advisory Committee for West Hamilton be comprised of:**

- **One (1) parent/guardian representative from each of the schools under review, chosen by their respective School Council and/or Home & School Association;**
- **One (1) employee representative from each school under review;**

- One (1) community member with no child/ward currently attending HWDSB schools (at a minimum one per advisory committee). Staff at the board level endeavour to select members that are reflective of the communities where these school(s) reside.

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

- B. RESOLUTION #16-184:** Trustee Archer seconded by Trustee Bingham, moved: **That the Pupil Accommodation Review for Ancaster be approved for commencement including the following elementary schools:**

- Ancaster Senior
- CH Bray
- Fessenden
- Queen's Rangers
- Rousseau

**And;**

**That the composition of the Advisory Committee for Ancaster be comprised of:**

- One (1) parent/guardian representative from each of the schools under review, chosen by their respective School Council and/or Home & School Association;
- One (1) employee representative from each school under review;
- One (1) community member with no child/ward currently attending HWDSB schools (at a minimum one per advisory committee). Staff at the board level endeavour to select members that are reflective of the communities where these school(s) reside.

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

## **12. Oral Reports from Liaison Committees:**

### **A. City/School Board Liaison Committee**

Chair White shared that the next meeting will be held on December 1, 2016.

### **B. Hamilton-Wentworth Home & School Association**

Trustee Pattison shared that there was no meeting in October. The next meeting will be held on December 5, 2016. On November 15, 2016 the Home & School Association will be hosting their annual open house. Prince of Wales have a new Home & School Association.

### **C. HWDSB Foundation**

Superintendent Sharon Stephanian reported on the Foundation in Trustee Danko's absence. She noted that the Foundation Committee has moved to a new model this year and had one full committee meeting in September. Both the October and November meetings have been in the form of sub committees. The Recruitment Sub Committee has been interviewing for two community seats that are available on the

Foundation Committee. The Foundation is actively involved in fundraising and the annual Gala will be held on December 1, 2016 as well as they are looking at fundraising through filming in closed schools. The allocation sub-committee has allocated \$20,000 back to the students from monies that were raised through the foundation.

**D. Ontario Public School Boards' Association**

Trustee Johnstone shared that the Regional meeting was held in Niagara on November 5, 2016. Some items that were discussed include:

- Regional Council and the role of the Regional Council
- The Education Funding Engagement Guide
- The Trustee honorarium that has been frozen for a number of years
- The Ministry of Education Well-Being Strategy

The next meeting will be the Public Education Symposium scheduled for January 19-21, 2017. The Regional meeting will be hosted in Guelph with a focus on mental health. A date has not yet been determined.

**E. Umbrella Board of Family & Child Care Centres**

Trustee Beattie did not have an update at this time.

**13. Recess**

**RESOLUTION #16-185:** Trustee Beattie, seconded by Trustee Van Geffen, moved: **That the Board recess**, this being done at 7:21 p.m.

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

The open session of Board resumed at 9:09 p.m.

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

**RESOLUTION #16-186:** Trustee Van Geffen, seconded by Trustee Deathe, moved: **That the Board move into Committee of the Whole (Private)**, this being done at 9:10 p.m.

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

The open session resumed at 9:40 p.m.

**15. Committee of the Whole (private) November 14, 2016**

**RESOLUTION #16-187:** Trustee Beattie, seconded by Trustee Deathe, moved: **That the report of the Committee of the Whole (private) – November 14, 2016 be approved including the Governance Committee report from November 1, 2016.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong were not in the room

The meeting adjourned at 10:15 p.m.

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Trustees: Kathy Archer, Jeff Beattie, Christine Bingham, Dawn Danko, Penny Deathe, Wes Hicks, Alex Johnstone, Ray Mulholland, Larry Pattison, Greg Van Geffen, Todd White. Student Trustees Tory Dockree, Elizabeth Wong.

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**1. Call to Order**

Todd White, Chair of the Board, called the meeting to order at 6:04 p.m.

**2. Approval of the Agenda**

**RESOLUTION #16-188:** Trustee Hicks, seconded by Trustee Beattie, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

**3. Declarations of Conflict of Interest**

None.

**Reports from Trustee Special Committees:**

**4. Finance and Facilities Committee – November 7, 2016**

**RESOLUTION #16-189:** Trustee Van Geffen, seconded by Trustee Beattie, moved: **That the report of the Finance & Facilities Committee – November 7, 2016 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

**5. Program Committee – November 10, 2016**

**RESOLUTION #16-190:** Trustee Johnstone, seconded by Trustee Deathe, moved: **That the report of the Program Committee – November 10, 2016 be approved including:**

**A. That the Elementary Program Strategy Report be approved.**

**B. That the French Immersion: Accommodation Strategy Report (Application Process) be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

## Reports from Legislated Committees

### 6. Parent Involvement Committee – November 8, 2016

**RESOLUTION #16-191:** Trustee Danko, seconded by Trustee Johnstone, moved: **That the report of the Parent Involvement Committee – November 8, 2016 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree voted in favour  
Trustee Van Geffen and Student Trustee Wong were out of the room

## Reports from Staff

### 7. Appointments to HWDSB Community Advisory Committees: First Nations, Métis and Inuit Advisory Committee

**RESOLUTION #16-192:** Trustee Johnstone, seconded by Trustee Pattison, moved: **That the membership for the First Nations, Métis and Inuit Community Advisory Committee be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

### 8. Resolution Into Committee of the Whole (Private Session)

**RESOLUTION #16-193:** Trustee Van Geffen, seconded by Trustee Johnstone, moved: **That the Board move into Committee of the Whole (Private),** this being done at 7:24 p.m.

The open session resumed at 7:51 p.m.

### 9. Reports from:

#### A. Standing Committee – November 14, 2016

**RESOLUTION #16-194:** Trustee Beattie, seconded by Trustee Deathe, moved: **That the HWSTS Governance Committee representatives from HWDSB ask that as part of the bell-time study, a parameter also be included about shared runs within the consortium.**

The motion was **CARRIED** on the following division of votes:

In favour (8) Trustees Bingham, Beattie, Danko, Deathe, Johnstone, Pattison, Van Geffen and White. Student Trustees Tory Dockree and Elizabeth Wong

Opposed (3) Trustees Hicks, Mulholland and Archer.

#### B. Committee of the Whole (private) November 21, 2016

**RESOLUTION #16-195:** Trustee Beattie, seconded by Trustee Deathe, moved: **That the report of the Committee of the Whole (private) – November 21, 2016 be approved including the Finance and Facilities report from November 7, 2016.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour



**10. Written Notice of Motion: Trustee Danko re: Establishment of Faith Community Advisory Committee**

**RESOLUTION #16-196:** Trustee Danko, seconded by Trustee Beattie, moved: **That the Board establish a new Faith Community Advisory Committee.**

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

**11. Oral Reports from Liaison Committees:**

**A. Student Trustees' Report**

Student Trustee Dockree shared that the first Elementary Student Senate will be held on November 30, 2016. The Student Trustees attended the OLM and shared with Principals the importance of student senate at both the elementary and secondary levels. The Secondary Senate meetings have been going very well and have included such topics as the self-paced self-directed learning at Westmount as well as student mental health and well-being.

Student Trustee Wong spoke of the OSTA Fall General Meeting that both Student Trustees attended on November 17th – 20<sup>th</sup> and shared some of the guest speakers as well as the topics that were discussed at the meeting.

**B. Director's Report**

Director Figueiredo shared a review of year one which included:

- The Board was considering Strategic Directions including HWDSB priorities, mission statement and commitments.
- The Board was working through challenging times due to labour relations and were able to settle our contracts at a local level.
- The renewed capital plan and the long term facilities master plan.
- Consultations and gaining public confidence.
- Partnerships including our Community Advisory Committees and most recently the Literacy Bulldogs game which was a great success and included 10,000 students. The Director shared an upcoming event being held on December 6, 2016 in partnership with the City of Hamilton "Chasing the Future 2041". How can we make Hamilton a better place to live?
- Student Learning and Achievement. HWDSB has to make some gains in the area of EQAO and are working on a renewed math strategy. They support students in learning to read by grade one and a slow and steady increase in graduation has been noted.
- The Director and the Executive Council are grateful for the focus that the Board has provided and are looking forward to what another year will bring.

**C. Chair's Report**

The Chair thanked his fellow trustees for all of their support over the past two years. He shared that he is very proud of the work that Trustees have completed and the launch

of the Strategic Directions. The Chair is very excited about the year ahead where the Board will have the opportunity to test their direction to see if the work that they have undertaken is effective. He thanked all of the Chairs of the Committees, Trustees and Staff for their dedication and hard work over the past two years.

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

**RESOLUTION #16-197:** Trustee Beattie, seconded by Trustee Van Geffen, moved: **That the Ward Trustees and the Director move into Committee of the Whole (Private) as per the Education Act, Section 207.2 (b) the disclosure of intimate, personal or financial information in respect of a member of the board or committee**, this being done at 9:04 p.m.

**CARRIED UNANIMOUSLY**

Student Trustees Dockree and Wong voted in favour

The meeting adjourned at 10:00 p.m.

DRAFT

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Trustees: Kathy Archer, Jeff Beattie, Christine Bingham, Dawn Danko, Penny Deathe, Wes Hicks, Alex Johnstone, Ray Mulholland, Larry Pattison, Greg Van Geffen, Todd White. Student Trustees Tory Dockree, Elizabeth Wong.

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**1. Call to Order**

Manny Figueiredo, Director of HWDSB, called the meeting to order at 6:04 p.m.

**2. Approval of the Agenda**

**RESOLUTION #16-198:** Trustee Van Geffen, seconded by Trustee Deathe, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

**3. Election of the Chair**

**RESOLUTION #16-199:** Trustee Johnstone, seconded by Trustee Hicks, moved: **That Jackie Penman and Heather Miller be appointed as scrutineers.**

**CARRIED UNANIMOUSLY**

The Director called for nominations for the Chair of the Board.

**RESOLUTION #16-200:** Trustee Hicks, moved: **That Todd White be appointed Chair of the Board of the Hamilton-Wentworth District School Board.**

The Director called three times for nominations and no further nominations were received.

Trustee Mulholland, seconded by Trustee Danko, moved: That the nomination be closed.

**CARRIED UNANIMOUSLY**

To the motion appointing Todd White as Chair of the Board.

**CARRIED UNANIMOUSLY**

Trustee White thanked Trustee Hicks for nominating him and all trustees who supported his re-election and then took over as Chair.

**4. Election of the Vice-Chair**

The Chair called for nominations for the Vice-Chair of the Board.

**RESOLUTION #16-201:** Trustee Johnstone, moved: **That Trustee Beattie be appointed Vice-Chair of the Board of the Hamilton-Wentworth District School Board.**

The Chair called three times for nominations and no further nominations were received.

Trustee Hicks, seconded by Trustee Danko, moved: That the nominations be closed.

**CARRIED UNANIMOUSLY**

To the motion appointing Trustee Beattie as Vice-Chair.

**CARRIED UNANIMOUSLY**

Trustee Beattie thanked Trustee Johnstone for nominating him and assumed the Vice-Chair position.

**CARRIED UNANIMOUSLY**

**5. Greetings from Pat Daly, Chair, Hamilton-Wentworth Catholic District School Board**

On behalf of Hamilton-Wentworth Catholic District School Board, Chair Pat Daly congratulated both Trustees White and Beattie for their re-election as Chair and Vice-Chair of the Board. Chair Daly commended the efforts and contributions made by both boards working together for the betterment of students of Hamilton-Wentworth.

Chair Daly also took a moment to commend Director Manny Figueiredo and the senior staff, expressing his great respect for their hard work and dedication.

In concluding his remarks, P. Daly congratulated all trustees for their continuing work and service and for working so closely with his Board to better serve the students and families of Hamilton-Wentworth.

Chair White thanked Chair Daly for his time and well wishes.

**6. Appointments to Board Mandated Committees**

**RESOLUTION #16-202:** Trustee Van Geffen, seconded by Trustee Danko, moved: **That the appointments to the following Board Mandated Committees be approved:**

- A. Standing Committee  
All Trustees
- B. Suspensions Appeals and Expulsion Hearings  
All Trustees
- C. Parent Involvement Committee (PIC)  
Trustees Danko and Deathe

- D. Supervised Alternative Learning Committee (SAL)  
Trustees Bingham, Danko, Deathe and Van Geffen
- E. Special Education Advisory Committee (SEAC)  
Trustees Johnstone and Deathe
- F. Student Trustee Mentor  
Trustee Deathe

**CARRIED UNANIMOUSLY**

**7. Appointments to Trustee Special Committees**

**RESOLUTION #16-203:** Trustee Pattison, seconded by Trustee Johnstone, moved: **That the appointments to the following Trustee Special Committees be approved:**

- A. Finance & Facilities  
Trustees Beattie, Bingham, Danko, Hicks, and Van Geffen
- B. Governance  
Trustees Beattie, Deathe, Johnstone, Van Geffen and White
- C. Human Resources  
Trustees Deathe, Hicks, Johnstone and White
- D. Policy  
Trustees Beattie, Danko, Van Geffen and White
- E. Program  
Trustees Bingham, Danko, Deathe, Johnstone and Van Geffen

**CARRIED UNANIMOUSLY**

**8. Election of Committee Chairs for Trustee Special Committees**

- A. Finance and Facilities  
Trustee Mulholland nominated Trustee Hicks as Chair of Finance and Facilities.

The Chair called three times for nominations and no further nominations were received.  
**RESOLUTION #16-204:** Trustee Pattison, seconded by Trustee Van Geffen, moved to close nominations.

**CARRIED UNANIMOUSLY**

- B. Governance  
Trustee Beattie nominated Trustee White as Chair of Governance.

The Chair called three times for nominations and no further nominations were received.  
RESOLUTION #16-205: Trustee Beattie, seconded by Trustee Van Geffen, moved to close nominations.

**CARRIED UNANIMOUSLY**

C. Human Resources

Trustee Danko nominated Trustee Deathe as Chair of Human Resources.

The Chair called three times for nominations and no further nominations were received.  
RESOLUTION #16-206: Trustee Danko, seconded by Trustee Bingham, moved to close nominations.

**CARRIED UNANIMOUSLY**

D. Policy

Trustee Danko nominated Trustee Beattie as Chair of Policy.

The Chair called three times for nominations and no further nominations were received.  
RESOLUTION #16-207: Trustee Beattie, seconded by Trustee Mulholland, moved to close nominations.

**CARRIED UNANIMOUSLY**

E. Program

Trustee Hicks nominated Trustee Johnstone as Chair of Program and Trustee Bingham nominated Trustee Danko as Chair of Program.

The Chair called three times for nominations and no further nominations were received.  
RESOLUTION #16-208: Trustee Beattie, seconded by Trustee Bingham, moved to close nominations.

**CARRIED UNANIMOUSLY**

Trustee Danko, followed by Trustee Johnstone, made their speeches highlighting their qualifications to be Chair before the votes were cast by trustees.

Following the vote Trustee Danko was elected Chair of the Program Committee.

RESOLUTION #16-209: Trustee Pattison, seconded by Trustee Bingham, moved: **That the appointments of Committee Chairs for Trustee Special Committees be approved.**

**CARRIED UNANIMOUSLY**

Trustee Mulholland was not in the room

**9. Appointments to HWDSB Community Advisory Committees**

RESOLUTION #16-210: Trustee Danko, seconded by Trustee Deathe, moved: **That the following appointments to HWDSB Community Advisory Committees be approved:**

A. First Nations, Métis and Inuit Community Advisory Committee (FNMI)

Trustees Bingham and Pattison

- B. French As a Second Language Community Advisory Committee (FASL)  
Trustees Danko and White
  
- C. Rural Schools Community Advisory Committee  
Trustees Johnstone and Van Geffen

**CARRIED UNANIMOUSLY**

Trustee Mulholland was not in the room

**10. Appointments as Liaison/Representatives to Associated Agencies:**

**RESOLUTION #16-211: Trustee Hicks, seconded by Trustee Archer, moved: That the following appointments as Liaison/Representatives to Associated Agencies be approved:**

- A. City/School Board Liaison Committee  
Trustees Deathe, Van Geffen and White
  
- B. Hamilton-Wentworth Home & School Association  
Trustee Pattison
  
- C. HWDSB Foundation  
Trustee Danko
  
- D. Ontario Public School Boards Association (OPSBA)  
Trustee Johnstone as the Director and Trustee Deathe as the Alternate.

**CARRIED UNANIMOUSLY**

Trustee Mulholland was not in the room

**11. Director's Report**

Director Figueiredo shared how excited he is to move into the second year with the Board of Trustees. He stated that the Board has clearly laid out and articulated the mission, commitments, goals, and five priorities of HWDSB. He thanked Trustees and staff for their collective commitment, transparency, collaboration, integrity and leading complex change. The Director shared that equity and excellence are not competing forces but are actually forces that need to be aligned and united in order for all of our Students to succeed.

**12. Chair's Report**

The Chair thanked staff and his fellow trustees for all of their work over the past two years and shared that collectively they share a lot of potential. He stated that they have re-focused the organization, have gone out to the communities to learn who we are and what we can achieve and now have an opportunity to make the mark for HWDSB students and communities. He is looking forward to working with staff to fulfill the Board's vision.

The meeting adjourned at 6:57 p.m.

**Robin Pilkey**

Chair and Trustee, Ward 7, Parkdale-High Park

5050 Yonge Street, 1st Floor  
Toronto, Ontario M2N 5N8Tel: (416) 395-8787  
Fax: (416) 397-3114E-mail: [robin.pilkey@tdsb.on.ca](mailto:robin.pilkey@tdsb.on.ca)

November 21, 2016

Hamilton-Wentworth District School Board  
20 Education Court  
Hamilton, ON, L9A 0B9

Dear Todd White

Attached is a letter to the Minister of Education with a motion from the Board of Trustees October 26, 2016 meeting *addressing systemic racism and implementing meaningful change through the curriculum review process*.

We hope you will support this motion by discussing this at your board and by sending a letter to the Minister of Education asking for her support.

Please contact or Trustee Neethan Shan [Neethan.shan@tdsb.on.ca](mailto:Neethan.shan@tdsb.on.ca) if you have any questions concerning this motion.

Yours truly

A handwritten signature in black ink, appearing to read "Robin Pilkey".

Robin Pilkey  
Chair of the Board

cc: Trustee Neethan Shan – Ward 21 Scarborough-Rouge River  
Ontario School Board Chairs  
OSPBA





November 21, 2016

# Robin<sup>7-2</sup> Pilkey

Chair and Trustee, Ward 7, Parkdale-High Park

5050 Yonge Street, 1st Floor  
Toronto, Ontario M2N 5N8

Tel: (416) 395-8787  
Fax: (416) 397-3114

E-mail: robin.pilkey@tdsb.on.ca

The Honorable Mitzie Hunter  
Minister of Education,  
Government of Ontario  
14th Floor, Mowat Block  
900 Bay Street  
Toronto, ON, M7A 1L2

Dear Minister Hunter:

At the October 26, 2016 meeting of the Toronto District School Board discussion was held on addressing systemic racism and how to implement meaningful change through the Curriculum Review Process.

Among the issues raised were the following:

- the current curriculum being taught in public schools from Grade 1 to Grade 12 does not adequately reflect the ethno-racial diversity of Ontario; and
- many racialized students, parents and educators feel that they, their experiences and their contributions are not represented and reflected in the content of what is being taught in their classrooms; and
- despite the slow progress being made, there is a long way to go in making sure that the staffing of the education system is reflective of the student population; and
- student achievement is tied to how the students feel about themselves and their identities, the level of their self-esteem and the sense of belonging in their schools and in the education system; and
- racial inequities and systemic discrimination continue to be an important issue in the education system;

On behalf of the Toronto District School Board of Trustees, I am writing this letter to bring to your attention the following motion that was passed at our October 26<sup>th</sup> 2016 Board meeting:

*Be it resolved that the Chair send a communication to the Minister of Education requesting that the Ministry undertake an ethno-racial, equity-based, comprehensive review of the curriculum beginning with Grade 1 and continuing to Grade 12 in all major subjects;*

- (i) *That the review be conducted with the objective of putting forward concrete recommendations that can help make the curriculum become more reflective and representative of the diverse ethno-racial communities in Ontario;*
- (ii) *That educators, anti-racism advocates, parents/guardians and students from the diverse racialized communities be engaged in the review process;*
- (iii) *That a copy of the request be sent to the Minister Responsible for the Anti-Racism Directorate;*
- (iv) *That a copy of the Board's decision be sent to the chairs of all Ontario school boards, with a request for support;*
- (v) *That a copy of the Board's decision be sent to the Ontario Public School Boards' Association with a request for support and advocacy of the resolution.*

I look forward to hearing from you on this important issue.

Yours truly

A handwritten signature in black ink, appearing to read 'Robin Pilkey', with a stylized flourish at the end.

Robin Pilkey  
Chair of the Board

cc: Minister for Anti-Racism Directorate  
Ontario School Board Chairs  
OSPBA

## COMMITTEE REPORT (Public)

Presented to: Board Meeting Date: December 12, 2016

From: Human Resource Committee Meeting Date: November 24, 2016

The committee held a meeting November 24, 2016 - from 1:32-3:34 p.m. at 20 Education Court, Hamilton, Ontario, Room 340D with Penny Deathe presiding.

Members present were: Trustees Penny Deathe (Chair), Wes Hicks, Alex Johnstone and Todd White. Regrets were received from Greg Van Geffen.

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### MONITORING ITEMS:

#### A. Positive Culture and Well-Being

Staff presented the report which focused on the new HWDSB Annual Plan for the Positive Culture and Well-Being Report. The report was structured so that it gave an update on the implementation of Positive Culture and Well-Being with the 2016-17 HWDSB Annual Plan and also included a summary of the 2015-16 Staff Engagement and Positive Climate strategic plans. Going forward, these two previous annual reports will be combined under the Positive Culture and Well-Being report.

In the 2015-16 school year, the Positive Climate strategic plan communicated 3 areas of focus to achieve the priorities of the previous strategic directions and the Staff Engagement Action Plan outlined four areas of focus. The report consisted of:

- Positive Culture and Well-Being Report: the current implementation of the strategic direction priority as part of the 2016-17 HWDSB Annual Plan (Aug. 15 to Nov. 9, 2016)
- Appendix A: a review of the 2015-16 Positive Climate and Staff Engagement strategic plans; and
- Appendix B: examples of impact of the 2015-16 Positive Climate and Staff Engagement strategic plans.

Appendix A detailed many of the actions taken with positive outcomes which contributed to a positive climate for both students and staff and staff engagement.

#### B. Secondary Enrolment Update

Staff presented the report that showed secondary school enrolment by school. The Average Daily Enrolment (ADE) is the basis for the Grant for Student Needs (GSN) which is 99% of a school boards funding. The ADE is calculated by taking the average of the full-time equivalent (FTE) on October 31<sup>st</sup> and March 31<sup>st</sup>.

Each year, enrolment is projected to determine the budgeted revenue for the following year. On October 31<sup>st</sup>, Board staff calculates the actual FTE enrolment and compares it to the projections. In total, secondary enrolment was 13.75 FTE greater on October 31, 2016 than projected for budget development purposes.

Due to lack of quorum, the remainder of the agenda was deferred to the next meeting.

Respectfully Submitted,  
Penny Deathe, Chair of the Committee

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: December 12, 2016

From: Audit Committee

Date of Meeting: December 5, 2016

The committee held a meeting from 3:02 p.m. to 5:35 p.m. on December 5, 2016 at 20 Education Court, Hamilton, ON, in Meeting Room 301 with Trustee Van Geffen presiding.

Members present were: Trustees Jeff Beattie, Greg Van Geffen and Todd White. External member present was: Carol Calvazara. Regrets were received from Jean Byrnes.

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**ACTION ITEMS:**

**A. Update from Regional Internal Audit Team: Ministry Memo 2016: SB31 – Update on Regional Internal Audit Consistency Measures**

J. Baker provided an update on the work that has been done provincially with Regional Internal Audit Teams to ensure consistency in practices and reporting.

On the motion of J. Beattie **the Audit Committee receive and endorse the revised Regional Internal Audit Mandate.**

**CARRIED**

**B. Rise and Report from Private session**

That the following be recommended for approval:

- **The 2015-16 annual audited consolidated financial statements of the Hamilton-Wentworth District School Board.**

**MONITORING ITEMS:**

**C. Update from Business Services/School Board Sector Issues**

S. Zucker provided an update on staff changes in Business Services.

Respectfully submitted,  
Greg Van Geffen, Chair of the Committee

## **Regional Internal Audit Mandate**

### **PURPOSE AND DEFINITION**

The purpose of the regional internal audit team is to provide independent, objective assurance and consulting services designed to add value and improve the district school boards' operations in the West of Central region. It helps the district school boards accomplish their objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

### **ROLE**

The regional internal audit activity is established by the Ministry of Education through the annual Grants for Student Needs funding. The oversight role of the Audit Committee of the Board of Trustees over the regional internal audit activity is established by Regulation 361/10.

### **PROFESSIONALISM**

The regional internal audit activity will adhere to the Institute of Internal Auditors' mandatory guidance including the Core Principles for the Professional Practice of Internal Auditing, the Definition of Internal Auditing, the Code of Ethics, and the *International Standards for the Professional Practice of Internal Auditing (Standards)*. This mandatory guidance constitutes principles of the fundamental requirements for the professional practice of internal auditing and for evaluating the effectiveness of the regional internal audit activity's performance.

### **AUTHORITY**

The regional internal audit activity, with strict accountability for confidentiality and the safeguarding of records and information is authorized full, free and unrestricted access to any and all of the district school boards' records, physical properties, and personnel pertinent to carrying out any engagement. All school board employees are requested to assist the regional internal audit team in fulfilling its responsibilities. The regional internal audit team will also have free and unrestricted access to school board leaders and to the Audit Committee of the Board of Trustees.

### **ORGANIZATION**

The internal audit function follows a regional model. The function consists of a Regional Internal Audit Manager responsible to district school boards in one of the eight regions in the province of Ontario as identified by the Ministry of Education. The Regional Internal Audit Manager will report functionally to their regional audit committees of the Boards of Trustees and administratively are supported by a host school board Senior Business Official. Every effort is made to adequately staff the internal audit function, within available financial resources, in order to perform its audit activities.

Each Audit Committee of the Board of Trustees will for their Board:

- Approve the regional internal audit mandate;
- Recommend for approval the risk based internal audit plan;

- Receive information from the Regional Internal Audit Manager about the internal audit activity performance to plan and other relevant matters;
- Inquire of the Regional Internal Audit Manager and the Senior Business Official whether there are resource or scoping limitations; and
- Review annually the performance of the regional internal audit activity and provide the Board of Trustees with their comments regarding the performance of Regional Internal Audit Manager.

The Regional Internal Audit Manager will interact directly with the Audit Committee of the Board of Trustees, including in-camera sessions and between audit committee meetings as appropriate.

## **INDEPENDENCE AND OBJECTIVITY**

The regional internal audit activity will remain free from interference by any element in the district school board including matters of audit selection, scope, procedures, frequency, timing or report content to permit maintenance of a necessary independent and objective mental attitude.

Regional internal auditors will have no direct operational responsibility or authority over any of the activities audited. Accordingly, they will not implement internal controls, develop procedures, install systems, prepare records or engage in any other activity that may impair judgment.

Regional internal auditors will exhibit the highest standards of professional objectivity in gathering, evaluating and communicating information about the activity or process being examined. Auditors will make a balanced assessment of all the relevant circumstances and not be unduly influenced by their own interests or by others in forming judgments.

The Regional Internal Audit Manager will confirm to the Audit Committee of the Board of Trustees, at least annually, the organizational independence of the internal audit activity.

## **RESPONSIBILITY**

The scope of work of the regional internal audit team encompasses but is not limited to:

- Evaluating risk exposure relating to the achievement of the district school board's strategic objectives;
- Evaluating the reliability and integrity of information and the means used to identify measure, classify and report information;
- Evaluating the systems which ensure compliance with policies, procedures, applicable laws and regulations which impact the district school board;
- Evaluating whether resources are acquired economically, used efficiently, and are adequately protected;
- Evaluating operations and processes to ascertain whether results are consistent with established objectives and whether processes are functioning as planned;
- Performing consulting and advisory services or assessments of specific operations as requested by the Audit Committee of the Board of Trustees or district school board management as appropriate;

- Evaluating the effectiveness of the district school board's risk management and governance processes;
- Reporting periodically on the regional internal audit performance against plans; and
- Reporting significant risk exposures and control issues, including fraud risks, governance issues and other matters requested by the Audit Committee of the Board of Trustees.

## **INTERNAL AUDIT PLAN**

Annually, the Regional Internal Audit Manager will submit to district school board management and to the Audit Committee of the Board of Trustees an internal audit plan for recommendation to their Board of Trustees for approval. If there are any resource limitations or interim changes, these will be communicated.

The internal audit plan will be developed based on a prioritization of the internal audit universe using a risk based methodology which includes input of district school board management. The Regional Internal Audit Manager will review and adjust the plan as required in response to changes in the risk profile. Any significant deviation from the approved internal audit plan will be communicated through periodic status reports. The Regional Internal Audit Manager or any of his or her team may initiate and conduct any other audit or review deemed necessary for potential illegal acts, fraud, abuse, or misuse of funds. Reasonable notice shall be given to appropriate personnel of intent to audit in their areas except when conditions warrant an unannounced audit.

## **REPORTING AND MONITORING**

Opportunities for improving internal control may be identified during audits. A written report will be issued by the Regional Internal Audit Manager at the conclusion of each audit and will be distributed according to the school board's requirements. (This could include the head of the audited activity or department, the director of education, the audit committee and the external auditor of the district school board.)

Each report will describe opportunities to strengthen district school board risk, internal control and governance processes and conclude on the adequacy and effectiveness of the processes. The district school board management will provide action plans and timelines to address each opportunity (observation). The regional internal audit team is responsible to perform appropriate follow-up procedures to attest to the completion of action plans. Significant observations will remain in an open issue status until cleared.

## **QUALITY ASSURANCE**

The regional internal audit team will maintain a quality assurance and improvement program that covers all aspects of the internal audit activity and conformance with the International Standards for the Professional Practice of Internal Auditing.

The Regional Internal Audit Manager will communicate to district school board management and the Audit Committee of the Board of Trustees on the internal audit activity's quality assurance and improvement program, including the results of ongoing internal assessments and external assessments conducted as appropriate, usually on a five year cycle.

**DEFINITION OF SELECTED TERMS**

Add Value	Value is provided by improving opportunities to achieve organizational objectives, identifying operational improvement, and/or reducing risk exposure through both assurance and consulting services.
Advisory/Consulting Services	Advisory and related client service activities, the nature and scope of which are agreed to with the client and which are intended to add value and improve a school board's governance, risk management and control processes without the regional internal auditor assuming management responsibility. Examples include counsel, advice, facilitation and training.
Assurance	An objective examination of evidence for the purpose of providing an independent assessment on governance, risk management, and control processes for the organization. Results can be relied upon for supporting informed decision making.
Board of Trustees	A legislative body that has overall responsibility and accountability for the district school board. For purposes of this Mandate, this also includes committees that support the Board of Trustees including the audit committee.
Compliance	Conformity and adherence to policies, plans, procedures, laws, regulations, contracts or other requirements.
Control Environment	<p>The attitude and actions of the Board of Trustees and district board management regarding the significance of control within the organization. The control environment provides the discipline and structure for the achievement of the primary objectives of the system of internal control. The control environment includes the following elements:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Integrity and ethical values.</li> <li><input type="checkbox"/> Management's philosophy and operating style.</li> <li><input type="checkbox"/> Organizational structure.</li> <li><input type="checkbox"/> Assignment of authority and responsibility.</li> <li><input type="checkbox"/> Human resource policies and practices.</li> <li><input type="checkbox"/> Competence of personnel.</li> </ul>
Control/Internal Controls	<p>Any action taken by district board management and other parties to enhance risk management and increase the likelihood that established objectives and goals will be achieved. Management plans, organizes and directs the performance of sufficient actions to provide reasonable assurance that objectives and goals will be achieved.</p> <p>The system of management controls (business plans, capturing and analyzing data, performance reporting, code of conduct, etc.) that are implemented within a school board to ensure that assets (human, physical and information) are protected and to provide reasonable assurance that its objectives can be achieved.</p>



Control Processes	The policies, procedures and activities that are part of a control framework, designed to ensure that risks are contained within the risk tolerances established by the risk management process.
Fraud	Any illegal acts characterized by deceit, concealment or violation of trust. These acts are not dependent upon the application of threat of violence or of physical force. Frauds are perpetrated by parties and organizations to obtain money, property or services; to avoid payment or loss of services; or to secure personal or business advantage.
Governance	The combination of processes and structures implemented by the Board of Trustees in order to inform, direct, manage and monitor the activities of the organization toward the achievement of its objectives.
In-camera	A separate discussion between members of the Audit Committee and the <i>Regional Internal Audit Manager</i> promoting open communication and discussion of any sensitive issues or problems.
Independence	The freedom from conditions that threaten objectivity or the appearance of objectivity. Such threats to objectivity must be managed at the individual auditor, engagement, functional and organizational levels.
Objectivity	An unbiased mental attitude that allows regional internal auditors to perform engagements in such a manner that they have an honest belief in their work product and that no significant quality compromises are made. Objectivity requires regional internal auditors to not subordinate their judgment on audit matters to that of others.
Risk	Effect of uncertainty on objectives or outcomes.
Risk Management	A structured and disciplined approach aligning strategy, processes, people, technology and knowledge with the purpose of evaluating and managing the risks an organization faces. Overall, it is about choices made under conditions of uncertainty, balanced by acceptable levels of risk.

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**Committee Report**

Presented to: Board

Meeting date: December 12, 2016

From: Special Education Advisory Committee (SEAC)

Meeting date: November 30, 2016

The committee held a meeting on Wednesday, November 30, 2016, from 7:10 p.m. to 8:30 p.m., at the Education Centre (Room 181 A/B) at 20 Education Court in Hamilton, ON with Judy Colantino presiding.

Members present were:

Jeremy Abrahams, Lita Barrie, Judy Colantino, Mark Courtepatte, Andrea Lewis, Tania Kerr, Jenny McEwen-Hill, Catherine McFarland, Brent Monkley, Michele Moore, Barbara Reeves, John Sanges, Lorraine Sayles, Tracy Sherriff, Lynn Vanderbrug, Michele Moore, John Whitwell, Shelley Woon

Regrets were received from Trustee Alex Johnstone, Christine Joseph-Davies, Susi Owen, and Jennifer Robertson-Heath

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**INFORMATION ITEMS:**

**A. Members' Update**

The Community Living Flyer for the Commence '17 Conference from February 1-2, 2017 was presented by A. Lewis and shared around the table.

**B. Superintendent's Update**

Superintendent Woon's update included the following:

- PPM 8 Learning Disabilities Criteria: In response to the Ministry's revision to PPM 8, HWDSB has revised the criteria for Learning Disabilities. The most significant change is students who qualify must fall within the average range of intellectual ability or higher as determined by an intelligence test through a psychoeducational assessment. This will create alignment between boards across the province. Though fewer students will meet the criteria, it is important to remember that students do not have to be identified as Exceptional to have an Individual Education Plan.
- Staff have developed the Menu of Services within the Specialized Services Department. This document defines supports, interventions, services and professional development available to the system from the teams within the department. The next step will be to transform the document into a web-based resource that will be user friendly to guide the viewer to appropriate services and supports.
- The next SEAC meeting is scheduled for Tuesday, December 13<sup>th</sup> and will be combined with the PIC Committee. The meeting will held at Dr. Davey School, where the group will tour the new Enrichment and Innovation Centre, learn about FASD, receive an update on the Mental Health and Well-Being Strategy and participate in a consultative process to provide feedback to the Ministry on the Well-Being Strategy.

Respectfully submitted,  
Judy Colantino, SEAC Chair

## COMMITTEE REPORT

Presented to: Board

Date of Meeting: December 12, 2016

From: Rural Schools Community Advisory Committee

Date of Meeting: November 16, 2016

The committee held a meeting from 7:00 p.m. to 9:00 p.m. on November 16<sup>th</sup>, 2016 at the Education Centre, 20 Education Court, Hamilton, in room 181A/B.

Members Present were: **Beverly Central:** Melissa Slote, Tanya Brouwer; **Dr. Seaton:** Susan Moelker; **Greensville:** Becky Miller; **Michaëlle Jean:** Susanne Greenspoon; **Millgrove:** Jessica Zylstra, Julie Hunter; **Mount Hope:** Amanda Fehrman; **Spencer Valley:** Susan Van Egdom; **Tapleystown:** Angela Cale; Trustees Alex Johnstone, Penny Deathe

Member Regrets: **Balaclava:** Graham Millman; **Bellmoore:** Diana Schmuck, Christy Wallingham; **Dr. Seaton:** Lindsay Bouwmeester; **Flamborough Centre:** Suzie Laroche; **Michaëlle Jean:** Keith Fralick; **Queen's Rangers:** Shannon Revill; **Spencer Valley:** Sasha Spycher-Sulentic; and Trustee Greg Van Geffen

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### INFORMATION ITEMS:

#### A. Election of Chair:

Susan Van Egdom volunteered to become the Chair of the Rural Schools Community Advisory Committee for this 2016-17 school year. Amanda Fehrman volunteered to become the Co-Chair. Both Susan and Amanda's newly elected positions were approved, and all present members were in favour.

#### B. Committee Purpose, Mandate, and Future Meetings:

The Committee was given a brief overview of the Governance Statements and Terms of Reference, explaining the importance and purpose of the Board mandated Rural Schools Community Advisory Committee. It is a requirement that the members meet at least once a year to provide advice to the Board in terms of the programs and services of our rural schools.

#### C. Updates: Water, Transportation, Facilities/Accommodations:

##### Water:

Superintendent Torrens has been in consultation with our Health & Safety and Facilities Department in regards to the water quality, specifically the concentration of sodium in the water. The sodium levels are above the regulated MAC (Maximum Allowable Concentration in rural schools) at the following sites:

- Flamborough Centre, Queen's Rangers, Beverly Central, Greensville, Balaclava, Spencer Valley and Dr. Seaton.
- Both Spencer Valley and Dr. Seaton are still on bottled water as directed by Public Health.
- These schools remain status quo, and our Health & Safety and Facilities Department will continue to monitor and test our rural schools' sodium levels.
- Queen's Rangers has been below MAC for 6 months, but under the direction of the Public Health, their water continues to be tested

**Transportation:**

- Since September, Transportation continues to experience delays due to driver shortages, which are presenting many challenges to our schools and their families.
- The shortage of school bus drivers is a province wide concern impacting all Ontario school boards. Presently, HWSTS providers are working towards hiring more drivers in the next 2 weeks.
- Trustee Deathe shared with the Committee, that the Trustees have requested an Open House with HWSTS to gain a more in depth understanding of transportation. Trustee Deathe invited the members to send their transportation questions to their Trustee, as an opportunity to have them brought forward at their upcoming HWSTS meeting.

**Facilities/Accommodations:**

Mount Hope is currently under renovation and it is a priority to have the gym completed prior to the Winter Break.

Greensville/Spencer Valley/Millgrove communities: Construction may commence as early as September 2017. As a result, a temporary move to Spencer Valley is occurring. The new Greensville school students will feed into Dundas Valley Secondary School, with the exception of students in the Millgrove catchment. There will be a Community Information Meeting on December 7<sup>th</sup> (7:00 – 9:00 pm) at the Spencer Valley.

**Beverly Central/Dr. Seaton communities:** In June 2014, the Trustees approved the closure of Beverly Central and Dr. Seaton, and the construction of a new school on the Beverly Community Centre site. There are 2 *scheduled public meetings to gather feedback on the temporary move for students from Beverly Central to Dr. John Seaton:* December 13<sup>th</sup> (7:00-9:00 pm) **“To Gather Community input”** at Dr. John Seaton; and January 17<sup>th</sup> (7:00-9:00 pm) **“To Respond to Community Input”** at Dr. John Seaton.

- Following the public meetings for both Greensville/Spencer Valley/Millgrove , there will be *Transition Committees* formed to ensure a smooth transition for all of these students from their respective schools to their new schools.

**New Binbrook Elementary School:** Trustee Johnstone shared that 2 weeks ago the Ministry announced funding for a new school to be built in the Summit Park area. There is an upcoming Community Information Meeting on December 6<sup>th</sup> (7:00 – 9:00 pm).

**Ancaster Accommodation Review:** Queen’s Rangers, Fessenden, Rousseau, CH Bray and Ancaster Senior are involved. This process invites school communities’ voice and discussion of options, where upon their feedback is returned to the Trustees for a final decision. The Ancaster Accommodation Review will take place from now until spring, where there will be community involvement opportunities; including the formation of Advisory Committee groups and public meetings for additional feedback that are reflective of these school families.

**Other Business:**

Trustee Johnstone provided the following update from Program Committee:

- The approval of the elementary strategy of instrumental programming in grades 7 & 8 for all schools. It was recommended that Finance and Facilities Committee consider providing funds to ensure that school spaces can accommodate their music programs, including retrofitting if necessary and staffing.
- Province to provide additional funding for Special Education, primarily focusing on elementary; special programs (e.g. Sports Academy at Riddell) while not expanding but rather maintaining these programs in regards to the facilities (gym floors up to standard); as well as elementary science and art equipment that will provide learning opportunities to ensure our students are successful for our future workforce
- Next month, the Trustees will be in receipt of the Student Achievement Report after EQAO, where math improvement is the key area of focus.
- French Immersion Program Report: the application process for French Immersion was approved by the Board of Trustees. Applications will be starting in September 2017 for placements in the program for the 2018-19 school year.
- Recommendations for guest speakers to present at the upcoming Rural Schools Community Advisory Committee meetings:
  - Trustee Penny Deathe suggested that members may be interested in the new Outdoor Design Manual for School Councils on various outdoor playground initiatives, including an informative website with step-by-step instructions.
  - French Consultants to speak about core French and French Immersion programming.
  - Yammer presentation and training sessions, so that members can promote this communication tool to their respective School Councils.

Respectively submitted,  
Susan Van Egdom, Chair of the Committee

## Committee Report

Presented to: Board

Meeting date: December 12, 2016

From: French as a Second Language  
Community Advisory Committee

Meeting date: November 30, 2016

The committee held a meeting on Wednesday, November 30, 2016 at the Education Centre, 20 Education Court, Hamilton, Ontario L9A 0B9 from 7:00 to 9:00 p.m.

Members present were: Heather Hillen, Lisa Urban, Candace Burgess, Michael Cain, Elzbieta Grodek, Denise Massie, Catherine Roberts, Joanne Thompson and Trustee Penny Deathe.

Regrets received from: Trustee Todd White.

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### INFORMATION:

- A. Membership of French as a Second Language Committee: The Committee reviewed the Governance Statements for Community Advisory Committees and will discuss membership recruitment further at an upcoming meeting.
- B. Sherwood Secondary School Update: Staff shared that the July business case submission to the Ministry of Education for Capital Priorities Funding to build a new school on the Sherwood site partially funded by the Board was not approved at this time, but that feedback will be received and will resubmit updated business cases at the appropriate time.
- C. French Immersion Strategy: Staff shared the approved French Immersion Application Process.
- D. Pupil Accommodation Reviews: Staff provided information about the upcoming accommodation reviews in Ancaster and West Hamilton City and their potential impact on French Immersion program locations as well as the accommodation review process.
- E. Reports: The following reports were provided as updates to FIAC:
  - FSL Program Update
  - Trustee Update
  - Parent Involvement Committee Update
  - Community Announcements (Canadian Parents for French Hamilton-Wentworth, McMaster University)

Respectfully submitted,  
Heather Hillen and Lisa Urban , Co-Chairs of the Committee