

AGENDA: 6:00 pm

1. Call to Order
2. O Canada
3. Profiling Excellence:

Staff

- Sarah Martin – Huntington Park – Grade 2/3 SAGE class - 1st place in the Explore Your World School Contest (Telling Tales 2016)
- Deandra Pierroz – Mount Hope School – Grade 3 class - 3rd place in the Explore Your World School Contest (Telling Tales 2016)
- Lisa Clarke – Franklin Road School - Bike to School Week Award for Hamilton Region for Franklin Road School
- Jeff Morgan – Glendale Secondary School – Board of Directors, Pickleball Association of Ontario
- Christine Rees – Literacy/French as a Second Language – President of 2016 National Conference for Association Canadienne des Professeurs d’Immersion

4. Approval of the Agenda
5. Declarations of Conflict of Interest

Reports from Trustee Special Committees:

6. [Policy Committee – January 11, 2017](#)

Reports from Legislated Committees:

7. [Parent Involvement Committee – January 10, 2017](#)

8. [Report from Standing Committee – January 23, 2017](#)

9. Oral Reports from:

- A. Student Trustees’ Report – Local Activities & Ontario Student Trustees’ Association (OSTA) Report
- B. Director’s Report
- C. Chair’s Report

10. 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/>

COMMITTEE REPORT

Presented to: Board

Date of Meeting: January 30, 2017

From: Policy Committee

Date of Meeting: January 11, 2017

The committee held a meeting from 2:07 p.m. to 4:07 p.m. on **January 11, 2017** at 20 Education Court, Hamilton, ON, in Meeting Room 340D.

Members present were: Trustees Dawn Danko, Jeff Beattie and Todd White. Regrets were received from Trustee Greg Van Geffen

Delegation: Kevin Gonci re: Community Access to Schools

The Committee received a presentation from Mr. Kevin Gonci on the Mark Graham Track at MacNab Secondary School. Mr. Gonci is an active community member as well as a member of the school council and a parent of MacNab Secondary School students. Mr. Gonci shared some of his concerns regarding the damage that has occurred in the newly installed track at MacNab due to the moving of the soccer nets over the track as well as vandalism during non-school hours. He indicated that while coaching he has also received public backlash due to the lack of access to the facility grounds. Mr. Gonci spoke of the lack of garbage cans in the area and personally puts a large garbage bag in the area weekly which he then collects and disposes of due to the fact that the school does not provide this service. If the garbage is not picked up on a regular basis then it is mowed over and then scattered and imbedded into the track and school grounds causing a health and safety risk. When asked what he would recommend, Mr. Gonci indicated that the primary users groups should take precedent over public use including the community groups who book the space through our facilities department. He felt that the priority should be quality education for the students.

ACTION ITEMS:**A. Integrated Accessibility Standards**

The Committee considered the Integrated Accessibility Standards Policy. On July 1, 2016, two regulations (Accessibility Standards for Customer Service and Integrated Accessibility Standards) were consolidated into a single Integrated Accessibility Standards regulation resulting in the new Integrated Accessibility Standards Policy. Trustees approved the Accessibility Standards for Customer Service Policy at the September Board meeting however staff was unaware of the legislative changes. Since these two policies are now combined, staff is recommending revoking the Accessibility Standards for Customer Service Policy.

On motion of Trustee White, the Policy Committee **RECOMMENDS that the Integrated Accessibility Standards Policy be approved.**

On motion of Trustee White, the Policy Committee **RECOMMENDS that the Accessibility Standards for Customer Service be revoked.**

CARRIED UNANIMOUSLY

B. Visual Identity Policy

The Committee considered the Visual Identity Policy. This policy is up for its scheduled review. The policy remains the same, however additions were made to address school nicknames, colours, mascots and logos being more inclusive and respectful of the broader Hamilton community.

On motion of Trustee Danko, the Policy Committee **RECOMMENDS that the Visual Identity Policy be approved.**

CARRIED UNANIMOUSLY

CONSENT ITEMS

C. Safe School Pillar Procedures

The Committee received changes to procedures associated with the corresponding policies within the Safe Schools Pillar Policy.

Respectfully submitted,
Jeff Beattie, Chair of the Committee



Integrated Accessibility Standards

Date Approved:

Projected Review Date:

PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) is committed to ensuring that people with disabilities receive the accommodations they require, to have the same opportunity of access to HWDSB services that are available to others.

GUIDING PRINCIPLES:

HWDSB is committed to:

- Making all reasonable efforts to ensure that all policies, practices and procedures are consistent with the principles of independence, dignity, integration and equality of opportunity to all, with particular attention for persons with disabilities.
- Ensuring that people with disabilities have the same opportunity of access to our services in a similar way as these services are available to others.
- Ensuring that the policies and procedures related to the *Accessibility for Ontarians with Disabilities Act, 2005* are made available to the public and ensure there is the capacity to provide communication about these policies and procedures in formats that consider a person's disability.

INTENDED OUTCOMES:

HWDSB will provide an environment that promotes independence, dignity and respect for our students, parents/guardians/caregivers, the public and our staff.

HWDSB will meet the accessibility needs of people with disabilities in a timely manner, through the *Accessibility for Ontarians With Disabilities Act (2005)*, in the service areas of information and communication, employment, and student transportation.

RESPONSIBILITY:

Director of Education
Members of Executive Council

TERMINOLOGY:

Accommodation: is a means, through reasonable efforts, of preventing and removing barriers that impede individuals with disabilities from participating fully in the services of the Board.

Barriers to Accessibility: means anything that prevents a person with a disability from fully participating in all aspects of the services of HWDSB. This includes, but is not limited to:

Architectural barriers: may result from the design of the building, shape of rooms, size of doorways or width of hallways.

Physical barriers: refers to objects added to the environment, such as doors, windows, elevators, furniture or washroom hardware.

Information or communication barriers: processes or tools that make it difficult for people to receive or send information. For example, a person with a visual disability may not be able to read print materials, read signs, locate landmarks, or see a hazard. A person with an intellectual disability may not understand information that is not expressed in plain language.

Attitudinal barriers: refers to persons who do not know how to communicate with people with disabilities or persons who display discriminatory behaviours.

Technology barriers: refers to devices such as computers, telephones, inadequate or inappropriate assistive technologies.

Systemic barriers: can result from an organization's policies, practices and protocols if they restrict persons with disabilities.

ACTION REQUIRED:

- Establish and maintain a set of procedures that fosters independence, dignity and respect for our students, parents/guardians/caregivers, the public and our staff.
- Use reasonable efforts to ensure that all of the Board's policies, procedures and practices are consistent with the requirements of the *Accessibility for Ontarians With Disabilities Act (2005)* and *Regulation 191/11: Integrated Accessibility Standards*.
- Develop and maintain a training program for all employees, volunteers and other persons who provide goods, services or facilities on behalf of HWDSB.

PROGRESS INDICATORS:

Intended Outcomes	Assessment
HWDSB will provide an environment that promotes independence, dignity and respect for students, parents/guardians, the public and staff.	The broader public that utilizes, or seeks to utilize, the board's services will have the opportunity to evaluate the board on how it serves the community through accessible means, through various surveys, including but not limited to: <ul style="list-style-type: none"> • Student Voice Survey • Parent Voice Survey • Staff Voice Survey • Community Engagement Report Card

Intended Outcomes	Assessment
HWDSB will meet the accessibility needs of people with disabilities in a timely manner through the <i>Accessibility for Ontarians With Disabilities Act (2005)</i> , in the service areas of information and communication, employment, and student transportation.	This will be monitored through an annual internal audit of various services.

REFERENCES:

Government Documents

Accessibility for Ontarians with Disabilities Act, 2005 (AODA)
 Integrated Accessibility Standard, Ontario Regulation 191/11
 Ontario Human Rights Code

HWDSB Policies

Equity & Diversity Pillar
 Human Resources Pillar



Visual Identity

Date Approved:**Projected Review Date:**

PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) is committed to ensuring a consistent graphical identity across the Board that defines and expresses its identity in a clear and distinctive way that builds awareness, trust and a reputation for quality.

GUIDING PRINCIPLES:

- A common visual identity across schools and service departments will strengthen HWDSB's visual image and public recognition.
- A clear and consistent visual identity assists students, staff, community members and the public in identifying programs, services and initiatives of HWDSB.
- All communication and design will be consistent with the Visual Identity Manual.
- School logos, colours and mascot will:
 - reflect HWDSB's mission, commitment and priorities
 - provide inspiration to students
 - have community and district acceptance
 - be inclusive and respectful of the whole district

INTENDED OUTCOMES:

- Assist students, parents, staff, community members and other stakeholders in identifying programs, services and initiatives of the Board, thus promoting a positive image of HWDSB and strengthening the Board's visual image and public recognition.

RESPONSIBILITY:

Director of Education
Members of Executive Council
Principals
Corporate Communications

TERMINOLOGY:

Visual Identity: Refers to the concrete symbols such as a name, logo, slogan, and design scheme that is used to present an organization.

ACTION REQUIRED:**HWDSB Identity:**

Corporate Communications will establish and maintain a Visual Identity Manual that includes proper usage of:

- Board Logo, Mission and Tagline
- Typography
- Colours
- Printed materials
- Accessibility
- School Logos

Corporate Communications will make available and maintain resource materials, including computer file formats, on *myHWDSB* for staff.

School Logos/Colours/Mascots:

A respectful school logo, colours and mascot serves as the foundation that gives a sense of school pride to students, parents and staff. Consistent use of the school's logo, colours and mascot enhance the community's recognition of the school, and visually highlight school values. Consistency of logo use between all schools within HWDSB also reinforces the relationship between the Board and its schools.

Schools wishing to change their logo, colours or mascot must follow the procedures outlined within the Visual Identity Manual.

PROGRESS INDICATORS:

Intended Outcome	Assessment
The intent of this policy is to assist students, parents, staff, community members and other stakeholders in identifying programs, services and initiatives of the Board, thus promoting a positive image of HWDSB and strengthening the Board's visual image and public recognition.	The effectiveness of HWDSB's visual identity will be evaluated and maintained by Corporate Communications.

REFERENCES:**Government Documents**

N/A

HWDSB Policies

Finance and Administration Pillar

Committee Report

Presented to: Board

Meeting date: Jan. 30, 2017

From: Parent Involvement Committee

Meeting date: Jan. 10, 2017

The committee held a meeting on Jan. 10, 2017 from 6:15 – 8:42 p.m., at the Education Centre, 20 Education Court, Hamilton, Ontario, with Margaret Reid presiding.

Members present were: Margaret Reid, Kevin Baglole, Rochelle Butler, Amanda Fehrman, Shannon Gould, Susan Millman, Paul Reilly, Shelley Stacey, Joanne Thompson, Laura Van Alphen, Lianne Broughton, Heather Lambert-Hillen, Lorida Lazore, Melanie Roberts, Tyler McNeil, Mike Palma, Kerry Turcotte, Sandra Binns, Trustee Penny Deathe.

INFORMATION ITEMS:

A. Terms of Reference

The committee approved the revised Terms of Reference. Revisions included:

- embedding PIC Norms and Values into the document
- updating the term “parent” by adding “family” to the terms represented
- updating the list of parent groups with a formal link to PIC
- clarified language that “community representatives” on PIC are also partners of HWDSB
- modified the timeline to review the Terms of Reference from 1 year to 2 years

The document can be accessed on the HWDSB website <http://www.hwdsb.on.ca/pic/files/2012/07/Terms-of-Reference.pdf>

B. Chase the Future: 2041

Joanne Hall, System Principal and Laura White, Consultant provided an overview of the joint initiative with Hamilton-Wentworth District School Board and the City of Hamilton.

C. Annual Plan – Parent Engagement

Sharon Stephanian and Mike Des Jardins facilitated a brainstorming session with the committee. Input was sought in the following areas: Good News communication, Home/School connections in Mathematics and parents being informed about what their child is learning in Mathematics.

D. Standing Items

Updates were provided for the following Standing items:

- French as a Second Language Advisory Committee
- Rural School Advisory
- Home and School
- Policy
- Board
- Communication sub-committee
- Profiling Volunteer Excellence
- School Council support

Respectfully submitted,
Margaret Reid, Chair of the Committee

COMMITTEE REPORT

Presented to: Board

Date of Meeting: January 30, 2017

From: Standing Committee

Date of Meeting: January 23, 2017

The committee held a meeting from 9:41 p.m. to 9:57 p.m. on January 23, 2017 at 20 Education Court, Hamilton, ON, in Trustee Board Room with Trustee Jeff Beattie presiding.

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

1. Approval of Agenda

On the motion of Trustee Johnstone, seconded by Trustee Deathe, the Standing Committee **RECOMMENDS** that the agenda be approved.

CARRIED UNANIMOUSLY

Student Trustees Tory Dockree and Elizabeth Wong voted in favour

2. Declarations of Conflict of Interest

None.

Report from Staff**3. School Year Calendar 2017-18**

Staff presented the draft School Year Calendar 2017-18. This is not a modified School Year Calendar. Under Regulation 304, "School Year Calendar, Professional Activity Days" sets the requirements for preparation and submission of school year calendars to the ministry. This includes a minimum of 194 school days between September 1 and June 30; up to 10 days designated as examination days; a minimum of 3 and up to 7 days designated as Professional Activity Days with 3 PA Days dedicated to provincial education priorities; and specified school holidays.

On the motion of Trustee Johnstone, seconded by Trustee Deathe, the Standing Committee **RECOMMENDS** that the **Draft 2017-18 School Year Calendars be approved for public consultation.**

CARRIED UNANIMOUSLY

Student Trustees Tory Dockree and Elizabeth Wong voted in favour.

Respectfully submitted,
Jeff Beattie, Chair of the Committee