

**AGENDA: 6:00 pm**

1. Call to Order
2. O Canada
3. Approval of the Agenda
4. Declarations of Conflict of Interest
5. Oral Reports from:
  - A. Student Trustees' Report – Local Activities & Ontario Student Trustees' Association (OSTA) Report
  - B. Director's Report
  - C. Chair's Report

Reports from Trustee Special Committees:

6. [Audit Committee – May 31, 2018](#)
7. [Program – June 4, 2018](#)
8. [Finance & Facilities – June 6, 2018](#)

Reports from Legislated Committees:

9. [Special Education Advisory Committee – June 4, 2018](#)

Reports from Community Advisory Committees:

10. [French As A Second Language – May 30, 2018](#)

11. 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, an employee or prospective employee of the board or a pupil or his or her parent or guardian*

***Meeting Resumes in Public Session***

12. Report from Committee of the Whole (private) – June 18, 2018
13. [Written Notice of Motion – Trustee Van Geffen re: Naming a School in Part](#)
14. 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: June 18, 2018

From: Audit Committee

Date of Meeting: May 31, 2018

The committee held a meeting from 3:07 p.m. to 4:35 p.m. on May 31, 2018 at 20 Education Court, Hamilton, ON, in Meeting Room 340D with Trustee Beattie presiding.

Members present were: Trustees Jeff Beattie, Greg Van Geffen and Todd White. External member present was: John Laretta (electronically). Regrets were received from Trustee Greg Van Geffen and Carol Calvazara.

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### MONITORING ITEMS:

#### **A. Update on RIAT Activities**

Jenny Baker, Regional Internal Audit Manager, presented the report and updated the committee on current audits in progress – Health and Safety Audit and provided the Annual Independence Assertion in compliance with SI 110 of the International Standards for the Professional Practice of Internal Auditing.

Respectfully submitted,  
Jeff Beattie, Chair of the Committee

## COMMITTEE REPORT

Presented to: Board

Date of Meeting: June 18, 2018

From: Program Committee

Date of Meeting: June 4 2018

The committee held a meeting from 5:34 p.m. to 8:30 p.m. on June 4 2018 at 20 Education Court, Hamilton, ON, in Meeting Room 340D.

Members present were: Trustee Dawn Danko (Chair), Christine Bingham (arrived 5:36). Penny Deathe, Larry Pattison. Jeff Beattie (arrived 6:03 left 8:20). Regrets were received by: Alex Johnstone

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### MONITORING ITEMS:

#### A. Transforming Learning Everywhere Report

Staff presented a review of the TLE 2017/18 implementation and plan for the 2018/19 school year. The review addressed the continued implementation in the current 2017/18 school year and the beginning of a measurement process, as well as the outline for implementation for 2018/19. Embedding key actions related to TLE into the implementation of the Annual Plan began in 2017/18. A shift of how the impact of TLE is being measured also began in 2017/18 through an experimental study involving 49 educators (10 teams) working together through collaborative inquiry with the support of the Program Department. Student achievement data connected to the project will be reported back to the Program Committee in the Fall of 2018. The review identified that the 2016/17 Positive Climate Survey responses provided some insight and potential themes as they pertain to the implementation of TLE, noting potential differences in Elementary versus Secondary and 1:1ipads versus ipad Kits. The 2018/19 Implementation, year five of the TLE, will focus on continuing with the original plan, embedding the TLE into the Annual Plan, while enhancing the focus on Culturally Relevant and Responsive Pedagogy. Measurement of TLE in 2018/19 will build on the methodology used in 2017/18 with the Research and Analytics Department working collaboratively with the Program Department.

Staff committed to reviewing the communication of why and how the ipad technology is being implemented to families in addition to continuing to mine feedback from students about the practicalities of utilizing the ipad as a learning tool.

On the motion of Trustee Pattison, the Program Committee recommends: **Following the fall TLE report update, that TLE be a focus on the workplans for Program and Finance and Facilities to establish future directions beyond the current 5 year plan completion.**

**CARRIED**

#### B. Update on the Special High Skills Major (SHSM)

Staff presented the report to provide an update on the Expansion of Specialist High Skills Major (SHSM) programs within the HWDSB Program Strategy. 13 applications for new SHSM programs were considered and submitted to the Ministry of Education and all 13 were accepted by the Ministry. The new programs result in 43 programs with enrollment anticipated to be 1359 students, up from the 1000 participating in 2017/18. Next steps include the Program Department providing learning and support, Planning and Accommodation creating suggested boundaries for each SHSM, as they are considered tier three programs, meaning that students will receive transportation, and the Transportation Department determining transportation needs through a review of enrollment.

There was conversation around the initial communication regarding SHSM Programs to all families, suggesting it occur in the broadest context possible and at an earlier stage to allow for proper consideration and preparation for students. Staff committed to reviewing the communication strategies in an effort to reach more potential student participants.

Trustees requested that Appendix C of the report be amended to show the Waterdown Hospitality/ Tourism Program as a program that needs to re-apply in the future.

Trustee Pattison moved to receive the report and the committee agreed.

Respectfully submitted,  
Dawn Danko, Chair of the Committee

## COMMITTEE REPORT

Presented to: Board

Date of Meeting: June 18, 2018

From: Finance and Facilities Committee

Date of Meeting: June 6, 2018

The committee held a meeting from 12:07 p.m. to 1:23 p.m. on May 9/16 2018 at 20 Education Court, Hamilton, Ontario in Room 340D with Trustee Greg Van Geffen presiding.

Members present were: Trustees Jeff Beattie, Christine Bingham, Wes Hicks, Greg Van Geffen and Todd White.

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### ACTION ITEMS:

#### **A. Surplus Carry-Forward – School Budgets and Other Initiatives**

Annually Schools have the opportunity to carry forward, for one fiscal year, a year-end surplus equivalent to a maximum of 10% of interchangeable budgets. Requests to carry forward any surplus in excess of 10% or an amount equal to or greater than \$25,000 must receive Board approval.

On the motion of Wes Hicks, the Finance and Facilities Committee **RECOMMENDS: that the requests for school budget surplus carry forward into the 2018/2019 school year be approved and that the balance remaining at August 31, 2018 from funding for Major Capital Projects and Other Initiatives; if any, be transferred to working reserves on a temporary basis.**

**CARRIED**

#### **B. Annual Rental Report and Rate Update – Additional Data Requested**

Additional information was requested at the May 16 Finance and Facilities Committee meeting and the May 28 Board meeting. Staff presented the report which included cost comparisons to rates charged by Hamilton-Wentworth Catholic District School Board and the City of Hamilton; revenue generated from cost recovery rental rates and historical gym bookings by community group.

On the motion of Wes Hicks, the Finance and Facilities Committee **RECOMMENDS:**

- 1. That commencing in the 2019/20 school year, HWDSB Rental Department implement an annual increase to rental rates that is tied to the annual rate of inflation.**
- 2. Once every 5 years a full review of the rental rates occurs to ensure that the rates remain at cost recovery. First full review scheduled for 2022.**

**CARRIED**

#### **C. Transportation and Driver Shortage**

This item was referred from the May 28 Board meeting at which time a number of concerns were expressed about the underfunding that HWDSB receives for transportation. Once the letter has been completed, Trustees will receive a copy of what is submitted to the Ministry of Education.

On the motion of Jeff Beattie, the Finance and Facilities Committee **RECOMMENDS: that the Chair of the Board write a letter to the Ministry of Education, with a copy to surrounding school boards, outlining transportation concerns that are both shared across the province by school boards and those unique issues being faced presently by HWDSB.**

**CARRIED**

**MONITORING ITEMS:****D. Interim Financial Report – April 30, 2018**

The Interim Financial Status Report was presented and is based on available information and assumptions as of April 30, 2018. Budget to actual trends were reviewed in order to forecast the Board's August 31, 2018 year-end position from a financial, staffing and enrolment perspective. Revenues are projected to be higher than originally projected due to increased enrolment, increased international student and rental revenue. We are still experiencing an overage in replacement coverage for staff. It is anticipated that we will end using \$500,000 of the \$ 2 million contingency.

**E. Capital Projects Construction Update**

Staff presented the quarterly report that provides a construction update on capital projects currently in progress. The report included a summary of the capital projects underway, their status, and categorized by each of the projects' funding sources and Board project initiative.

Respectfully submitted,  
Greg Van Geffen, Chair of the Committee

**Appendix A**

## Hamilton-Wentworth District School Board Carry Forward

<b>Name of School</b>	<b>Carry forward Requested</b>	<b>Rationale</b>
<b>Elementary</b>		
<b>Bennetto</b>	\$10,000 19% of 2017/18 budget	The school is having renovations to its Art and Science rooms over the summer. The school has deferred the purchase of resources, equipment and furniture until early 2018/19 when the project is complete.
<b>Eastdale</b>	\$15,900 57% of 2017/18 budget	The school is deferring expenditures on resources, equipment and furniture until the students are moved to Mountain View in September 2018 to ensure adequate funding is available to cover unexpected expenses for the new amalgamated school.
<b>Mountain View</b>	\$7,000 25% of 2017/18 budget	The school is deferring expenditures on resources, equipment and furniture until the new students arrive from Eastdale in September 2018 to ensure adequate funding is available to cover unexpected expenses for the new amalgamated school.
<b>Spencer Valley</b>	\$14,600 35% of 2017/18 budget	The school is deferring expenditures on resources, equipment and furniture until the new school is opened in September 2019 to ensure adequate funding is available to cover unexpected expenses for the new school.
<b>Total Elementary</b>	\$47,500	
<b>Secondary</b>		
<b>Glendale</b>	\$63,000 39% of 2017/18 budget	The school is having renovations to its Learning Commons over the summer. The school has deferred the purchase of resources, equipment and furniture until 2018/19 when the project is complete.
<b>Westdale</b>	\$26,800 21% of 2017/18 budget	The school is having renovations to its Learning Commons and Science Labs over the summer. The school has deferred the purchase of resources, equipment and furniture until 2018/19 when the project is complete.
<b>Total Secondary</b>	\$89,800	

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**Committee Report**

Presented to: Board

Meeting Date: June 18, 2018

From: Special Education Advisory Committee (SEAC)

Meeting Date: June 4, 2018

The committee held a teleconference meeting on Monday, June 4, 2018 from 5:59 pm to 6:19 pm with SEAC Chair Judy Colantino presiding

Members present were: Judy Colantino, Down Syndrome Association of Hamilton, SEAC Chair, Jenny McEwen-Hill, McMaster Children's Hospital Developmental Pediatrics & Rehabilitation Program, Lorraine Sayles, The Children's Aid Society of Hamilton, Lynn Vanderbrug, Lynwood Charlton Centre, Mark Courtepatte, FASD Parent & Caregiver Support Group, Alex Johnston, Trustee, Michele Moore, Principal of Special Education Services, Jane Macpherson, Principal of Special Education Services, Peggy Blair, Superintendent of Specialized Services

Regrets: Lita Barrie, VOICE for Hearing Impaired Children, Vice Chair, Michelle Campbell, Autism Ontario (H-W Chapter) Susi Owen, CNIB Hamilton and Niagara, Tracey Sherriff, Community Living Hamilton, Alyson Kowalchuk, P.A.L.S. Parent Advocacy Learning Support Group, Jennifer Robertson-Heath, Hamilton-Wentworth Principals' Council-Elementary, Brent Monkley, Hamilton-Wentworth Principals' Council-Secondary, Penny Deathe, Trustee

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**MONITORING ITEMS:**

**A. 2018-19 Special Education Plan**

Hamilton-Wentworth District School Board (HWDSB) maintains a Special Education Plan as required under the Education Act. The Special Education Plan outlines the programs and services that are provided by the school board. Annually, the HWDSB Special Education Advisory Committee (SEAC) reviews the plan to ensure that it identifies the current programs and services provided by the school board. The Special Education Plan is submitted to the Ministry of Education and posted to the HWDSB website.

The 2018-19 Special Education Plan was presented to the HWDSB SEAC members. Discussion and questions from members followed. A copy of the material provided to SEAC members can be found on the website:

<http://www.hwdsb.on.ca/wp-content/uploads/meetings/SEAC-Agenda-1528740169.pdf>

HWDSB SEAC recommends the 2018-19 Special Education Plan be received by the Board of Trustees.

Respectfully submitted,  
Judy Colantino  
Chair

## Committee Report

Presented to: Board

Meeting date: June 18, 2018

From: French as a Second Language  
Community Advisory Committee

Meeting date: May 30, 2018

The committee held a meeting on Wednesday, May 30, 2018 at the Education Centre, 20 Education Court, Hamilton, Ontario L9A 0B9 from 7:00 to 8:30 p.m.

Members present were: Heather Lambert-Hillen, Candace Burgess, Denise Massie, Karen Nichol, Catherine Roberts, Ellen Syracopoulos, Lisa Urban.

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### INFORMATION:

- A. Staff shared information about the future French Immersion boundary review in Ancaster and reviewed the board final decision from the Ancaster Accommodation Review.
- B. FASL is looking forward to recruiting new members, especially those with an interest in Core French in the fall. HWDSB Communications will support that process with a flyer and information to schools.
- C. Staff provided an update about the Grade I French Immersion registration process and secondary French Immersion enrollment projections.
- D. Staff presented information and took questions about the role of Reading Specialists in schools, including French Immersion schools.

Reports: The following reports were provided as updates to FASL:

- Program Report:
  - DELF update
  - Concours Oratoire update
- Community Announcements:
  - Canadian Parents for French: Hamilton Chapter will host a meet and greet for parents in November – more detail to follow.
  - OPSBA has released “Meeting Labour Market Needs for French as a Second Language Instruction in Ontario” report.

Respectfully submitted,  
Heather Lambert-Hillen, Chair of the Committee



**Notice of Motion – Naming of the track & field at Dundas Valley Secondary School**

Submitted by Trustee Van Geffen  
Board Meeting – June 18, 2018

**Whereas:**

The track & field at Dundas Valley Secondary School is currently under revitalization and will be completed in the fall of 2018;

**Whereas:**

Dundas Community members and DVSS staff have brought forward the suggestion of naming the new track and field after Dundas resident Art Samson; former Parkside Secondary School Principal, former Dundas Councillor, founder and volunteer of Dundas community initiatives like, but not limited to, the Routes Youth Centre and House League Basketball.

**Be it resolved:**

That a Naming A School In Part Committee be struck in at the commencement of the 2018/19 school year and that the final report to the Board of Trustees come no later than November 30<sup>th</sup>, 2018.