

**AGENDA: 6:00 pm**

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

Staff:

- Tessa Lofthouse – AM Cunningham, ACPI Awards for work featured in the ACPI French Immersion Journal

4. Approval of the Agenda
5. Declarations of Conflict of Interest
6. [Confirmation of the Minutes – February 10, 2020](#)
7. [Correspondence – from Waterloo Region DSB re: health concern facing school communities \(vaping and vape products\)](#)

Reports from Trustee Special Committees:

8. [Finance & Facilities – February 13, 2020](#)

Reports from Staff:

9. [Secondary French Immersion \(FI\) Boundary Review](#)
10. 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***

11. Reports from Committee of the Whole (private) – February 24, 2020
12. Oral Reports from:
  - A. Student Trustees' Report – Local Activities & Ontario Student Trustees' Association (OSTA) Report
  - B. Director's Report
  - C. Chair's Report
13. Adjournment

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

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

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**Trustees:** Kathy Archer, Christine Bingham, Becky Buck, Dawn Danko, Penny Deathe, Cam Galindo, Alex Johnstone, Ray Mulholland, Maria Felix Miller, Carole Paikin Miller and Paul Tut. **Student Trustee** Ahona Mehdi and Cameron Prosic.

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**1. Call to Order**

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

**2. Approval of the Agenda:**

**RESOLUTION #20-10:** Trustee Galindo, seconded by Trustee Danko, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Mehdi voted in favour

**3. Declarations of Conflict of Interest**

None.

**4. Confirmation of the Minutes – January 20, 2020**

The minutes of January 20, 2020 were confirmed.

**Reports from Trustee Special Committees:**

**5. Human Resources Committee – January 21, 2020**

**RESOLUTION #20-11:** Trustee Deathe, seconded by Trustee Archer, moved: **That the Human Resources Committee Report – January 21, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Mehdi voted in favour

**Reports from Legislated Committees:**

**6. Parent Involvement Committee – January 14, 2020**

**RESOLUTION #20-12:** Trustee Buck, seconded by Trustee Deathe, moved: **That Parent Involvement Committee Report – January 14, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Mehdi voted in favour

**Reports from Community Advisory Committees:**

**7. French as a Second Language Advisory Committee – January 22, 2020**

**RESOLUTION #20-13:** Trustee Tut, seconded by Trustee Galindo, moved: **That the French as a Second Language Advisory Committee Report – January 22, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Mehdi voted in favour

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

**RESOLUTION #20-14:** Trustee Danko, seconded by Trustee Archer, moved: **That the Board move into Committee of the Whole (Private)**, this being done at 6:22 p.m.

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Mehdi voted in favour

The open session resumed at 8:50 p.m.

## **9. Committee of the Whole (Private) – February 10, 2020**

**RESOLUTION #20-15:** Trustee Danko, seconded by Trustee Deathe, moved: **That the report of the Committee of the Whole (private) – February 10, 2020 be approved including:**

- **That the Governance Committee report from January 13, 2020 be approved.**
- **That the Human Resources Committee report from January 21, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Prosic and Mehdi voted in favour  
Trustee Tut was out of the room

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

**A. City/School Board Liaison Committee** - There was no update at this time.

**B. Hamilton-Wentworth Home & School Association** - There was no update at this time.

### **C. Hamilton Foundation for Student Success**

- The Foundation held its Annual General Meeting on February 5, 2020. The Foundation welcomed three new members to its Board of Directors.
- The winter 2020 call for School Support Grant applications is now closed. The Foundation has received 24 applications.
- The Prom Project Hamilton 2020 event provides students the opportunity to pick out formal wear for their proms, graduations, banquets and other special events free of charge. The event is open to all students and will be held on Saturday, April 4, 2020 and Saturday May 2, 2020 at Sir Winston Churchill Secondary School from 9:00 a.m. – 2:00 p.m. Donation drop off locations will be announced shortly.

### **D. Ontario Public School Boards' Association (OPSBA)**

Legislative Updates –

- The 2020 pre-budget consultations are taking place including consultations on Education funding.
- There are two provincial by-elections taking place on February 27, 2020.
- The Ministry of Health and the Ministry of Education will be providing briefings on the Coronavirus.
- There is a review of school bus funding.
- The Public Education Symposium was held January 23-26, 2020.

The meeting adjourned at 8:54 p.m.

Friday, January 10, 2020

Honourable Christine Elliott, M.P.P.  
 Minister of Health and Long-Term Care  
 Ontario Ministry of Health and Long-Term Care  
 80 Grosvenor Street  
 Toronto, ON  
 M7A 2C4

Dear Minister Elliott:

I am writing on behalf of the trustees, staff and 65000 students of the Waterloo Region District School Board, to highlight the most serious health issue facing our school communities.

Minister, there is unanimous agreement within our Board, that Vaping and the consumption of Vaped products, has quickly become the number one threat to student health and well-being.

We are deeply concerned about the rapidly increasing rate at which our youth are experimenting with vaping products, and are hoping to work with you and your government on a strategy to protect young Ontarians from the harms and risks associated with vaping use.

As you may have seen, in our community, University of Waterloo Professor David Hammond has published research showing that between 2017 and 2018 vaping increased by 74 percent among Canadian teens between the ages of 16 and 19.

We are pleased with your recent remarks to the CBC, (December 5, 2019) confirming your government's understanding that this is a serious issue, and that "there is more to be done." Further, the recent decision to ban the promotion of vaping products in convenience stores and gas stations as of January 1, 2020 is a welcome start to this New Year.

Although an important step, it is one of many, which need to be made in order to address this issue, and we are urging you to follow the example of other jurisdictions and increase the minimum age of 21 for the sale of tobacco and vaping products and prohibit the sale of flavoured vaping products.

These regulatory changes are supported by our school board and public health partners across the Province and across Canada, as they are proven to help deter students from



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engaging in vaping and the negative-and often unexpected-health consequences associated with these products.

Minister, we share a mutual goal which is to protect young Ontarians from the risks and harms of vaping, and to work to reverse this concerning trend. We are committed to working with you and all stakeholders to reduce the promotion and appeal of these products and look forward to hearing from you on our recommendations.

Sincerely,

A handwritten signature in black ink, appearing to read 'J. Herring', written over a horizontal line.

Jayne Herring  
Chair of the Board of Trustees  
Waterloo Region District School Board

Cc: Premier Doug Ford  
Education Minister Stephen Lecce  
Region of Waterloo Public Health  
OPSBA  
Chairs of Ontario English Public School Boards

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: February 24, 2020

From: Finance and Facilities Committee

Date of Meeting: February 13, 2020

The committee held a meeting from 5:36 p.m. to 6:39 p.m. on February 13, 2020 at 20 Education Court, Hamilton, Ontario in Room 340D with Trustee Dawn Danko presiding.

Members present were: Trustees Becky Buck, Dawn Danko, Cam Galindo, Alex Johnstone and Paul Tut.

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**ACTION ITEMS:****A. Key Parameters and Assumptions to Guide 2020-21 Budget Development**

Each year key parameters and assumptions are identified and are the basis to begin the development of the next year's budget which needs to be approved by June 2020. Key steps and timelines were presented as were the preliminary budget assumptions related to enrolment projections, revenue and expenditures.

On the motion of Paul Tut, the Finance and Facilities Committee **RECOMMENDS: that the Key Parameters and Assumptions to guide the 2020-21 Budget Development be approved.**

**CARRIED****MONITORING ITEMS:****A. Interim Financial Status Report – November 30, 2019**

The interim financial status report as presented is based on information available and assumptions as of November 30, 2019. Budget to actual trends are reviewed in order to forecast the Board's August 31, 2020 year-end position from a financial, staffing and enrolment perspective. As the report shows, even though revenue has increased due to changes in enrolment and funding allocations, there has been a corresponding increase in expenditures. Therefore, the Board is still on track to have a balanced budget for 2019-20.

**B. Future meeting dates for Budget Development**

Additional meeting dates required for the development of the 2020-21 budget were reviewed.

Respectfully submitted,  
Dawn Danko, Chair of the Committee



## EXECUTIVE REPORT TO FINANCE AND FACILITIES COMMITTEE

**TO:** Finance and Facilities Committee

**FROM:** Manny Figueiredo, Director of Education

**DATE:** February 13, 2020

**PREPARED BY:** Stacey Zucker, Associate Director Support Services  
Denise Dawson, Senior Manager, Business Services

**RE:** **Key Parameters and Assumptions to Guide 2020/2021 Budget Development**

### Action x Monitoring

**Recommended Action:**

That the Key Parameters and Assumptions to guide the 2020/2021 Budget Development be approved.

**Background:**

In order to provide for the development of the 2020/2021 budget the following key steps and timelines have been identified:

- February Key Parameters/Assumptions to Guide Budget Development
- April School Based Staffing Recommendations
- Feb-May Executive Council and Finance and Facilities Committee develop/review budget
- May/June Public Finance and Facilities Committee Meeting and budget refinements to reflect new information if necessary
- By June 30 Approval of Budget

**Preliminary Budget Assumptions:**

**Enrolment Projection:**

	2019/2020 Revised Budget ADE	2020/2021 Projected Budget ADE	Increase (Decrease) ADE	Increase (Decrease) %
Elementary	36,631.00	37,027.00	396.00	1.08 %
Secondary	13,549.00	13,860.00	311.00	2.3%
Total	50,180.00	50,887.00	707.00	1.41%

The 2020/2021 preliminary enrolment projections are calculated based on historic enrolment trends and student retention rates on a school by school basis, and may be adjusted once the school principals provide validation and comment in early March 2020.



**Revenues:**

Grants for Student Needs (GSN) will be calculated to reflect a projected 0% change in the total grant base; subject to Ministry confirmation.

**Expenditures:**

- Salaries, benefits and staffing to reflect provincial legislation, and collective agreements in place.
- To provide for stability in the system and minimize in-year budget adjustments a contingency of \$1,000,000 will be set aside for unforeseen events that may arise.

**Allocation Parameters:**

- Ensure the allocation of resources supports the HWDSB's strategic and operational plans.
- The Ministry's revenue allocation framework will provide a useful reference for the allocation of Board resources on all major expenditure categories.
- Compliance with balanced budget requirement and Ministry basic enveloping requirements: Special Education, Board Administration and Governance and Accommodation. In addition, care will need to be exercised to ensure that funding associated with specific Ministry initiatives is allocated for the purpose designated.
- Where staff reductions are necessary, statutory positions are to be given priority for inclusion in the budget. Statutory positions to be calculated as the number required for Ministry class size requirements or collective agreement compliance.
- Where enhancements to the budget is possible, funding will be allocated to initiatives included in the Board's Priorities.

**Conclusion:**

The identification of parameters and assumptions to guide the development of the 2020/2021 Budget are used to prepare the Preliminary Budget Scenario which is necessary for many staffing and expenditure decisions to be made in the next few months to prepare for a smooth startup of the 2020/2021 school year. As the budget development exercise continues, and key information including the 2020/2021 GSN funding announcement is provided, these parameters and assumptions will be reviewed and revised for inclusion in the final Budget to be approved by June 2020.



## EXECUTIVE REPORT TO BOARD

**TO:** Board

**FROM:** Manny Figueiredo, Director of Education

**DATE:** February 24, 2020

**PREPARED BY:** Sue Dunlop – Superintendent of Student Achievement  
Bob Fex – Senior Planner, Planning, Accommodation, & Rentals

**RE:** Westdale and Sherwood Secondary FI Boundary Review

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Action  X

Monitoring

### Recommended Action:

That the secondary French Immersion (FI) boundary between Westdale and Sherwood be approved to align secondary boundaries with elementary FI boundaries.

*\*The proposed boundary change is identified in the map below – titled: Current and Proposed Westdale and Sherwood FI Secondary Boundaries (North-West Area).*

### Rationale/Benefits:

The current secondary FI boundary divides Bennetto's elementary FI boundary at Wentworth St N. As a result, Bennetto elementary FI students east of Wentworth St N. would graduate into Sherwood, and west of Wentworth St N. into Westdale.

Adjusting the boundary creates a clear associated school path for students and their families and allows the cohort to remain together as they transition to secondary school.

Following the Boundary Review Policy and Procedure, an advisory panel was struck that included representation from the impacted secondary and elementary schools. The advisory panel met twice, January 29th, 2020 and February 6th, 2020, and a public consultation meeting was held on February 6th, 2020. Staff called all families impacted by the proposed change, and three members of the public attended the public meeting.

The boundary change was discussed at the advisory and public meetings. The following themes emerged from the feedback gathered.

- Alignment with elementary boundary made sense;
- Recognition of minimal number of students impacted;
- Discussion of what considerations could be provided to students impacted by the change to current boundary assignment pathways.

**Initial Observations:**

The following are the number of students by school (October 2020) within the area of the proposed change:

AM Cunningham - 1  
 Bennetto - 3  
 Glen Brae - 4  
 Ryerson – 2  
 Sherwood - 0  
 Westdale - 4  
 TOTAL: 14

The Bennetto students will not be impacted as the first graduating FI class into secondary will be in 2024-2025. The Westdale and Ryerson students currently fall within the proposed boundary for Westdale, hence they too will not be impacted. The community consultation helped gather input from the other schools most impacted as the proposed boundary will place them in secondary FI assignment different than most of their current school community. The consultation suggested transition plans to include timely and effective communication for families as well as choice for current grade 8 Glen Brae students.

**Background:**

On Monday September 30, 2019 Trustees approved the following:

“That the initiation of a secondary French Immersion (FI) boundary review between Westdale and Sherwood to align secondary boundaries with elementary FI boundaries for the 2020/21 school year be approved.”

On Monday June 5, 2017 Trustees approved the following:

- That Hess and Strathcona close pending Ministry of Education funding for HWDSB’s portion of the Community Hub project.
- That HWDSB seeks partnerships to redevelop the Sir John A. Macdonald site as a Community Hub centred around a new JK-8 elementary school.
- That a Community Hub proposal is presented to the Board of Trustees for approval no later than December 2017.
- That all schools remain open failing the creation of a Community Hub on the SJAM site.
- **That Bennetto introduces a French Immersion program (grade 1-8) in September 2018, commencing with grades 1-3.**
- That HWDSB communicate with the City of Hamilton and all preferred agents identified in Ontario Regulation 444/98 in a timely and transparent manner to maximize the reuse of school property for community benefit.

In the creation of Bennetto’s new FI boundary, considerations were made to ensure associated school paths for grade one FI entry created a clear associated school path of for students and families. Specifically, all Cathy Wever and Queen Victoria English boundaries were captured in Bennetto’s new FI Boundary, where previously they were not.

Due to the format of the accommodation review completed in June 2017, secondary FI boundary alignments could not be addressed.

### Current and Proposed Westdale and Sherwood FI Secondary Boundaries (North-West Area)

