

**AGENDA: 6:00 pm**

1. Call to Order and Land Acknowledgment
2. O Canada  
Meeting Roll Call
3. Approval of the Agenda
4. Declarations of Conflict of Interest
5. [Confirmation of the Minutes: December 7 and December 14, 2020](#)

Reports from Trustee Special Committees:

6. [Finance & Facilities – December 17, 2020](#)

Reports from Legislated Committees:

7. [Special Education Advisory Committee – December 8, 2020](#)

Reports from Community Advisory Committees:

8. [Human Rights & Equity – December 10, 2020](#)
9. Appointment to Community Advisory Committee – Human Rights & Equity – seeking 1 additional Trustee member

10. Report from Committee of the Whole (private) – January 11, 2021

11. Oral Reports from Liaison Committees:

- A. City/School Board Liaison Committee
- B. Hamilton-Wentworth Home & School Association
- C. Hamilton Foundation for Student Success (HWDSB Foundation)
- D. Ontario Public School Boards' Association (OPSBA)

12. Adjournment (move to Standing Committee)

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 (electronically), Becky Buck, Christine Bingham (electronically), Dawn Danko, Penny Deathe (electronically), Cam Galindo, Alex Johnstone, Ray Mulholland, Maria Felix Miller, Carole Paikin Miller (electronically) and Paul Tut (electronically). **Student Trustees** Ethan Hesler and Fatima Zakar.

**Regrets were received from Student Trustee Skylar Seggie.**

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**1. Call to Order**

Manny Figueiredo, Director of HWDSB, called the meeting to order at 5:35 p.m.

**2. Land Acknowledgement**

Director Figueiredo spoke of the wampum belt and the Dish with One Spoon Treaty noting the need to acknowledge and respect the land and our resources. He shared the importance of understanding the Indigenous legacy and the healing that needs to take place with our Indigenous community. He shared that recently staff were invited to participate in a virtual tour of the Residential School and the learning and open conversations that took place.

**3. Approval of the Agenda**

**RESOLUTION #20-150:** Trustee Archer, seconded by Trustee Paikin Miller, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

**4. Appointment of Scrutineers**

**RESOLUTION #20-151:** Trustee Galindo, seconded by Trustee Danko, moved: **That Shawn McKillop and Heather Miller be appointed as scrutineers.**

**CARRIED UNANIMOUSLY**

**5. Election of the Chair**

The Director called for nominations for the Chair of the Board. Trustee Bingham nominated Trustee Danko as Chair of the Board.

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

**RESOLUTION #20-152:** Trustee Bingham, seconded by Trustee Johnstone, **moved to close nominations.**

**CARRIED UNANIMOUSLY**

**RESOLUTION #20-153:** Trustee Bingham, seconded by Trustee Johnstone, moved: **That Dawn Danko be appointed Chair of the Board.**

**CARRIED UNANIMOUSLY**

Trustee Danko thanked Trustee Bingham for nominating her and shared a brief note of thanks and stated that it has been an honour to serve as Vice-Chair. Trustee Danko thanked all trustees who supported her election and expressed her gratitude to the Director and Executive Council for their dedication and hard work. Trustee Danko assumed the position as Chair.

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

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

Trustee Deathe nominated Trustee Buck as Vice-Chair of the Board. Trustee Buck accepted the nomination.

Trustee Mulholland nominated Trustee Galindo as Vice-Chair of the Board. Trustee Galindo accepted the nomination.

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

**RESOLUTION #20-154:** Trustee Johnstone, seconded by Trustee Archer, moved to close nominations.

**CARRIED UNANIMOUSLY**

Trustee Galindo shared his insight as to why he would be a good choice for the role as Vice-Chair and the importance of supporting the Chair. Trustee Buck also shared her insight as to why she would be a good choice for the roles as Vice-Chair. She stated that her number one goal is the students and she has spent time on all of the mandated committees in order to learn and expand her professional development. She also shared that she has remained respectful, even when not in agreement. She spoke of the need to re-establish unity among the Board members.

Trustee Galindo asked that Trustee Johnstone act as Scrutineer on his behalf.

**RESOLUTION #20-155:** Trustee Mulholland, seconded by Trustee Johnstone, moved: **That Cam Galindo be appointed Vice Chair of the Board.**

**CARRIED UNANIMOUSLY**

Trustee Galindo thanked Trustee Mulholland for nominating him and Trustee Buck for putting her name forward and shared that he was looking forward to working with the Chair. He assumed the Vice-Chair position.

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

On behalf of Hamilton-Wentworth Catholic District School Board, Chair Pat Daly indicated that it was a pleasure to bring greetings. He shared his sadness about the loss of Jude Strickland and that they are keeping Jude and his family, as well as the Community in their thoughts and prayers. Chair Daly congratulated both Trustees Danko and Galindo for their election as Chair and Vice-Chair of the Board and looks forward to continuing to work together. He spoke of the remarkable men and women in the past especially Trustee Mulholland. He spoke of the collaborative work that he has done with Trustee Johnstone especially around the challenges of transportation. Chair Daly spoke of the accomplishments and work that both Boards have attained over the past nine months. He has enjoying working with our Board and is committed to continue to work collaboratively.

Chair Danko thanked Chair Daly for his time and well wishes and congratulated him on his own re-election as Chair of HWCDSB.

**8. Appointments to Board Mandated Committees**

**RESOLUTION #20-156:** Trustee Galindo, seconded by Trustee Bingham, 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. Trustee code of Conduct Review Committee  
Trustee Tut (1<sup>st</sup> Alternate) and Trustee Deathe (2<sup>nd</sup> Alternate)
- D. Parent Involvement Committee (PIC)  
Trustees Buck and Deathe
- E. Supervised Alternative Learning Committee (SAL)  
Trustees Archer, Bingham, Deathe and Miller
- F. Special Education Advisory Committee (SEAC)  
Trustees Deathe and Johnstone
- G. Student Trustee Mentor  
Trustees Galindo and Miller

**CARRIED UNANIMOUSLY**

**9. Appointments to Trustee Special Committees**

**RESOLUTION #20-157:** Trustee Paikin Miller, seconded by Trustee Tut, moved: **That the appointments to the following Trustee Special Committees be approved.**

- A. Finance & Facilities**  
Trustees Buck, Danko, Galindo, Johnstone and Tut
- B. Governance**  
Trustees Danko, Galindo, Johnstone, Miller and Tut
- C. Human Resources**  
Trustees Danko, Deathe, Johnstone and Miller
- D. Policy**  
Trustees Buck, Galindo and Miller
- E. Program**  
Trustees Archer, Buck, Deathe and Miller

**CARRIED UNANIMOUSLY**

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

**RESOLUTION #20-158:** Trustee Miller, seconded by Trustee Mulholland, moved: **That the appointments of the following Chairs for Trustee Special Committees be approved.**

- A. Finance and Facilities**  
Trustee Johnstone nominated herself as Chair of Finance and Facilities.

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

**B. Governance**

Trustee Miller nominated **Trustee Tut** as Chair of Governance.

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

**C. Human Resources**

**Trustee Deathe** nominated herself as Chair of Human Resources.

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

**D. Policy**

Trustee Buck nominated **Trustee Miller** as Chair of Policy.

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

**E. Program**

Trustee Miller nominated **Trustee Buck** as Chair of Program.

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

**CARRIED UNANIMOUSLY**

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

**RESOLUTION #20-159:** Trustee Paikin Miller, seconded by Trustee Mulholland, moved: **That the following appointments to HWDSB Community Advisory Committees be approved:**

**A. Faith Community**

Trustee Buck

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

Trustees Bingham and Danko

**C. French As a Second Language Community Advisory Committee (FASL)**

Trustees Buck.

**D. Human Rights and Equity**

Trustees Buck and Miller

**E. Rural Schools Community Advisory Committee**

Trustees Johnstone and Tut

**CARRIED UNANIMOUSLY**

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

**RESOLUTION #20-160:** Trustee Archer, seconded by Trustee Deathe, moved: **That the following appointments as Liaison/Representatives to Associated Agencies be approved:**

**CARRIED UNANIMOUSLY**

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

Trustees Danko, Deathe, and Miller

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

Trustee Galindo

**C. HWDSB Foundation**

Trustee Buck

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

Trustee Johnstone as the Director and Trustee Galindo as the Alternate.

**13. Director's Report**

Director Figueiredo shared that he is looking forward to working with the Chair and Vice-Chair and continuing to move the priorities forward. He spoke of the 20/21 Annual Plan that will be rolling out and how they will be focussing on the gaps that need to be addressed. The Director spoke of the equity work that must be aligned and intercept with our goals. He shared that everyone needs to be courageous and the need to lead people to where they need to be because our students are counting on us.

**14. Chair's Report**

The Chair shared her thanks with the Trustees for their work and for their courage in asking difficult questions. She spoke about the amount of work that will be required going forward and that the Board needs to go back to their "why." She spoke of promoting student achievement and well-being. She talked about the passion and dedication of this Board.

The meeting adjourned at 7:05 p.m.

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Trustees: Kathy Archer (electronically), Christine Bingham (electronically), Becky Buck, Dawn Danko, Penny Deathe (electronically), Cam Galindo, Alex Johnstone, Maria Felix Miller, Carole Paikin Miller (electronically), Ray Mulholland and Paul Tut (electronically). Student Trustees Ethan Hesler and Fatima Zakar.

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Regrets were received from Trustee Paul Tut and Student Trustee Skylar Seggie

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**1. Call to Order**

Alex Johnstone, Chair of the Board, called the meeting to order at 7:42 p.m.

**2. Approval of the Agenda:**

Trustee Miller requested that a Notice of Motion be added to the agenda as item 7A.

**RESOLUTION #20-161:** Trustee Galindo, seconded by Trustee Paikin Miller, moved: **That the agenda be approved as amended.**

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

**3. Declarations of Conflict of Interest**

None.

**4. Confirmation of the Minutes – November 23, 2020 and November 26, 2020**

The minutes were confirmed.

Reports from Trustee Special Committees:

**5. Finance and Facilities Committee – November 19, 2020**

**RESOLUTION #20-162:** Trustee Danko, seconded by Trustee Johnstone, moved: **That the Finance and Facilities Committee – November 19, 2020 be approved including:**

- That the submission of the 2020-21 Revised Estimates with an in-year deficit of \$ 18,695,000 be approved.
- That the Chair of the Board write a letter to the Ministry of Education highlighting the Sir John A Macdonald Community Hub, requesting funding to support improving the unique business case and requesting information regarding the timing of when we can next submit a business case for the project.

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

**6. Committee of the Whole (Private) – December 7, 2020**

**RESOLUTION #20-163:** Trustee Galindo, seconded by Trustee Johnstone, moved: **That the report of the Committee of the Whole (private) – December 7, 2020 be approved including:**

- That the Finance & Facilities Committee report from November 19, 2020 be approved including that the following properties be declared surplus to the Board and enter into Phase 1 of the Property Disposition Protocol – Beverly Central, Dr. J. Seaton, Queen's Rangers and Spencer Valley.

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

## 7. Notice of Motion: re – Emergency Use of Board Facilities

Submitted by: Trustee Maria Felix Miller

To be seconded by: Alex Johnstone

Whereas: Under the Use of Board Facilities policy, the Board is guided by the principle of strengthening relationships between HWDSB, community partners and the broader community.

Whereas: Under the Use of Board Facilities policy, the Board has the authority to enter into a Municipal Reciprocal Agreement.

Whereas: Last spring, at the onset of the pandemic and the declaration of a public state of emergency, HWDSB extended a goodwill offer to the City of Hamilton to have use of HWDSB facilities should the City require, for use as emergency medical centres and emergency temporary shelters, under the HWDSB Use of Board Facilities policy.

Whereas: The City of Hamilton is again experiencing a public emergency with increasing rates of community spread of Covid-19, the onset of winter and a shortage in emergency shelters.

Whereas: The Board has several closed facilities in its possession that can be made available to the City to be used as temporary, emergency facilities at their request, under the Use of Board Facilities policy.

Be it Resolved:

That the Chair write a letter to the City to re-extend our offer to have use of closed or unused HWDSB facilities for emergency purposes, as per the conditions set out in the Use of Board Facilities policy, in the spirit of goodwill and collegiality in addressing shared concerns facing our community.

Staff shared that the School Use Policy would still need to be followed and that it would have to be one step at a time. For the properties that are currently in the process of being sold HWDSB would need to continue with those sales. There could be no additional costs to our Board and reciprocal agreements would be addressed.

**RESOLUTION #20-164:** Trustee Miller, seconded by Trustee Johnstone, moved: **That the Chair write a letter to the City to re-extend our offer to have use of closed or unused HWDSB facilities for emergency purposes, as per the conditions set out in the Use of Board Facilities policy, in the spirit of goodwill and collegiality in addressing shared concerns facing our community.**

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

## 8. Oral Reports from Liaison Committees:

### A. City/School Board Liaison Committee

There is nothing to report at this time.

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

There is nothing to report at this time.



**C. Hamilton Foundation for Student Success (HWDSB Foundation)**

- The “Be Safe Bundle” was launched on Friday, November 27. Each bundle contains HWDSB branded nonmedical face mask, a reusable water bottle, a face mask, a lanyard and hand sanitizer. All proceeds from the Be Safe Bundle will support Student Support Grants.
- Tickets are now available for “Showcase of heARTS” taking place on February 4, 2020. The Foundation is thrilled to announce that Max Francis will be returning as the evening’s host. This year Max will be joined by Norwood Park student and CBC Kids reporter Arjun Ram.

**D. Ontario Public School Boards’ Association (OPSBA)**

- The Provincial government will rise on December 10, 2020.
- There has been a pause of performance appraisals and electronic elections for the Parent Involvement Committee.
- The Public Education Symposium will be held at the end of January 2021.

**9. Adjournment and Resolution into Standing Committee.**

**RESOLUTION #20-165:** Trustee Johnstone, seconded by Trustee Buck, moved: **That the Board move into Standing Committee**, this being done at 8:21 p.m.

**CARRIED UNANIMOUSLY**  
Student Trustees Hesler and Zakar voted in favour

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Trustees: Kathy Archer (electronically), Christine Bingham (electronically), Becky Buck, Dawn Danko, Penny Deathe (electronically), Cam Galindo, Alex Johnstone, Maria Felix Miller, Carole Paikin Miller(electronically), Ray Mulholland and Paul Tut(electronically). Student Trustees Ethan Hesler and Fatima Zakar.

Regrets were received from Skylar Seggie

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**1. Call to Order**

Dawn Danko, Chair of the Board, called the meeting to order at 6:00 p.m.

**2. Approval of the Agenda:**

**RESOLUTION #20-166:** Trustee Miller, seconded by Trustee Buck, moved: **That the agenda be approved.**

**CARRIED UNANIMOUSLY**

Trustee Tut was not present for the vote  
Student Trustees Hesler and Zakar voted in favour

**3. Declarations of Conflict of Interest**

None.

**4. Correspondence: J. Weresch re: relationship between the HWDSB and the Canadian Forces and the Practice of writing letters.**

**RESOLUTION #20-167:** Trustee Galindo, seconded by Trustee Miller, moved: **That the correspondence be received and referred to staff.**

**CARRIED UNANIMOUSLY**

Trustee Tut was not present for the vote  
Student Trustees Hesler and Zakar voted in favour

Report from Trustee Special Committees:

**5. Program Committee – November 30, 2020**

**RESOLUTION #20-168:** Trustee Buck, seconded by Trustee Archer, moved: **That the Program Committee Report – November 30, 2020 be approved including:**

- That HWDSB confirms its support and commitment to HWDSB International Education in compliance with the guidelines pertaining to a school board's readiness to accept international students as established by the Ontario Ministry of Education and the Canadian Federal Government.

**CARRIED UNANIMOUSLY**

Trustee Tut was not present for the vote  
Student Trustees Hesler and Zakar voted in favour

**6. Human Resources Committee – December 2, 2020**

**RESOLUTION #20-169:** Trustee Deathe, seconded by Trustee Paikin Miller, moved: **That the Human Resources Committee Report – December 2, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

**7. Policy Committee – December 9, 2020**

**RESOLUTION #20-170:** Trustee Miller, seconded by Trustee Buck, moved: **That the Policy Committee Report – December 9, 2020 be approved including:**

- that the Education Development Charges Policies: Alt. Accommodations for School Facilities and School Sites & Operating Budget be rescinded.
- that the Advocacy Expenditures Policy be approved.
- that the Recruitment and Selection Policy be approved.
- that the Inclement Weather & Board Cancellations Policy be approved.

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

**Reports from Legislated Committees:**

**8. Special Education Advisory Committee – November 25, 2020**

**RESOLUTION #20-171:** Trustee Buck, seconded by Trustee Johnstone, moved: **That the Special Education Advisory Committee Report – November 25, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

**Reports from Community Advisory Committees:**

**9. French as a Second Language Advisory Committee – November 25, 2020**

**RESOLUTION #20-172:** Trustee Johnstone, seconded by Trustee Tut, moved: **That the French as a Second Language Advisory Committee Report – November 25, 2020 be received.**

**CARRIED UNANIMOUSLY**

Student Trustees Hesler and Zakar voted in favour

**Reports from:**

**10. Standing Committee – December 7, 2020**

**RESOLUTION #20-173:** Trustee Galindo, seconded by Trustee Buck, moved: **That the Standing Committee Report – December 7, 2020 be received including the Transportation Report.**

**CARRIED UNANIMOUSLY**

Trustee Archer was not present for the vote  
Student Trustees Hesler and Zakar voted in favour

**11. Committee of the Whole (Private) – December 14, 2020**

**RESOLUTION #20-174:** Trustee Galindo, seconded by Trustee Bingham, moved: **That the report of the Committee of the Whole (private) – December 14, 2020 be approved including:**

- That the Human Resources Committee report from December 2, 2020 be received.

**CARRIED UNANIMOUSLY**

Trustee Archer was not present for the vote  
Student Trustees Hesler and Zakar voted in favour

Vice-Chair Galindo assumed the role of Chair

**12. Written Notices of Motion – Code of Conduct revision – Dawn Danko**

Notice of Motion: re – Trustee Code of Conduct

Submitted by: Trustee Danko

**Whereas:** The approved governance review will take months to complete and;

**Whereas:** The Trustee Code of Conduct states in item 4: "It is expected that whenever possible, allegations of a breach of the Code of Conduct by a Trustee shall be investigated following the Informal Complaint Procedure... In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a Trustee to a breach of the Code is to assist the Trustee in understanding his/her obligations under the Code." and;

**Whereas:** The Trustee Code of Conduct (items 10 and 11) allows for remedies to be applied in the Informal Complaint Procedure, and for a complaint to proceed to the Formal Complaint Procedure if a remedy cannot be agreed upon, or a breach is serious or recurring and;  
**Whereas:** There is a lack of clarity around the requirements to share the complaint with Trustees when there are grounds for a Refusal to Conduct a Formal Code of Conduct Inquiry and;

**Whereas:** Only serious and/or reoccurring breaches of the Code by a Trustee should be investigated following the Formal Complaint Procedure.

**Be it Resolved:**

That the Trustee Code of Conduct: Governance Procedure be updated immediately to reflect the process of following the Informal Complaint Procedure initially wherever possible and then a formal process after a breach has been identified and submitted to the Chair of the Board if appropriate (update to item #4). Also, a form shall be completed for any code of conduct complaint, but will not specify formal or informal (update to item 10). The Chair and Vice Chair or alternate(s) if applicable will determine whether a complaint should be investigated through a Formal Complaint Procedure. (update to item #4 and removal of item 12)

**Updated sections:**

Identifying a Breach of the Code

4. Whenever possible, any allegations of a breach of the Code of Conduct by a Trustee shall be investigated following the Informal Complaint Procedure initially as it is recognized that from time to time a contravention of the Code may occur that is trivial, or committed through inadvertence, or an error of judgment made in good faith. In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a Trustee to a breach of the Code is to assist the Trustee in understanding his/her obligations under the Code. Only serious and/or reoccurring breaches of the Code by a Trustee should be investigated following the Formal Complaint Procedure; **this would be determined by the Chair and Vice Chair (or an alternate should the Chair or Vice not be able to participate in the investigation process).**

Informal Complaint Procedure

10. The Chair of the Board, on his/her own initiative, or at the request of a **Trustee who** alleges breach of the Code has occurred, and has completed the appropriate form\*, may meet informally with a Trustee who is alleged to have breached the Code, to discuss the breach. The purpose of the meeting is to bring the allegation of the breach to the attention of the Trustee and to discuss remedial measures to correct the offending behaviour. The Informal Complaint Procedure is conducted in private. \*The form will be available in the Director's Office.

Formal Complaint Procedure

**Removal of item 12 (see in current language below)**

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Current Language in Code of Conduct.

Identifying a Breach of the Code.

4. It is expected that whenever possible, allegations of a breach of the Code of Conduct by a Trustee shall be investigated following the Informal Complaint Procedure. It is recognized that from time to time a contravention of the Code may occur that is trivial, or committed through inadvertence, or an error of judgment made in good faith. In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a Trustee to a breach of the Code is to assist the Trustee in understanding his/her obligations under the Code. Only serious and/or reoccurring breaches of the Code by a Trustee should be investigated following the Formal Complaint Procedure.

Informal Complaint Procedure

10. The Chair of the Board, on his/her own initiative, or at the request of a Trustee (without the necessity of providing a formal written complaint) who alleges a breach of the Code has occurred, and has completed the appropriate form\*, may meet informally with a Trustee who is alleged to have breached the Code, to discuss the breach. The purpose of the meeting is to bring the allegation of the breach to the attention of the Trustee and to discuss remedial measures to correct the offending behaviour. The Informal Complaint Procedure is conducted in private. \*The form will be available in the Director's Office.

Formal Complaint Procedure

12. A trustee who has reasonable grounds to believe that another Trustee has breached the Board's Code of Conduct may bring the breach to attention of the Board by first contacting the Chair of the Board to discuss the concern. The Chair will initially move through the informal complaint process, however, if the allegations are serious in nature, the Chair will consult with the Vice Chair (or alternate) and determine if the complaint should be received as a formal complaint process. If this is the case, the Trustee who brought the complaint forward will be provided with the Formal Complaint Form to complete (via the Officer of Trustee Services). The form is to include (i) the name of the Trustee who is alleged to have breached the Code; (ii) the alleged breach or breaches of the Code; (iii) information as to when the breach came to the Trustee's attention; (iv) the grounds for the belief by the Trustee that a breach of the Code has occurred; and (v) the names and contact information of any witnesses to the breach or any other persons who have relevant information regarding the alleged breach.

**RESOLUTION #20-175: Trustee Danko, seconded by Trustee Johnstone, moved: That the Notice of Motion – Trustee code of Conduct revision be approved including:**

- **That the Trustee Code of Conduct: Governance Procedure be updated immediately to reflect the process of following the Informal Complaint Procedure initially wherever possible and then a formal process after a breach has been identified and submitted to the Chair of the Board if appropriate (update to item #4). Also, a form shall be completed for any code of conduct**

**complaint, but will not specify formal or informal (update to item 10). The Chair and Vice Chair or alternate(s) if applicable will determine whether a complaint should be investigated through a Formal Complaint Procedure. (update to item #4 and removal of item 12)**

**CARRIED UNANIMOUSLY**

Trustee Archer was not present for the vote  
Student Trustees Hesler and Zakar voted in favour

Trustee Danko resumed the position of Chair.

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

**A. Student Trustee Report – Local Activities & Ontario Student Trustees Association (OSTA) Report**

- Both Elementary and Secondary Student Senate have met and outlined this year's goals, which focus on health and success and after the break they will work on mapping out strategies to achieve these goals. Secondary Senate met with public health to provide insight to support the making of signs for Covid-19. Secondary Senate also met with the Safe Schools Bullying Panel to review their draft recommendations for the final report.
- At this time, they do not have any upcoming events with OSTA/AECO.

**B. Director's Report**

The Associate Director, Stacey Zucker was sitting in for the Director and shared the Director's report. This past month they have been working on the Board's Annual Plan to bring clear goals and targets for the five priorities and these will be shared at the June 13, 2021 System Leader's meeting. The revised budget is due to the Ministry this week and as a result of the stabilization funding HWSD will be submitting a budget that does not require Ministry approval. An update will be brought to the Finance and Facilities Committee meeting on December 17, 2020. HWSD will not be over the 2% operating allocation. The Associate Director announced that tonight is Superintendent Jeff Gillies last Board meeting as he will be retiring. There were thanks and many accolades shared around the room for Jeff's dedication and support over the past five years. He will be truly missed but many well wishes were shared. It was also an opportunity to welcome Estelle Jones to the team as she will be taking over for Superintendent Gillies.

**C. Chair's Report**

The Chair expressed her gratitude to Trustees, staff, families and students. As everyone reflects on events that are typically taking place at this time of year it has been very different this year; however, everyone has pulled together and made it through the bumps and frustrations. She talked about the light at the end of the tunnel and keeping one another safe over the upcoming holidays.

The meeting adjourned at 7:15 p.m.

## COMMITTEE REPORT

Presented to: Board

Date of Meeting: January 11, 2021

From: Finance and Facilities Committee

Date of Meeting: December 17, 2020

The committee held a virtual meeting from 5:35 p.m. to 6:55 p.m. on December 17, 2020 with Trustee Alex Johnstone presiding.

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

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### ACTION ITEMS:

#### A. Development of Budget Priorities to Guide the 2021-22 Budget Development

Staff presented the report. In the past number of years, the Board has approved budget priorities to assist in the development of the next year's budget and often the Board has done a public consultation to affirm the budget priorities. Committee members thought it would be beneficial to engage the public and seek their input on what priorities the Board should focus resources on.

On the motion of Dawn Danko, the Finance and Facilities Committee **RECOMMENDS: That staff be directed to engage in a public consultation process for the development of the budget priorities to guide the development of the 2021-22 budget.**

**CARRIED**

### MONITORING ITEMS:

#### B. 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 and their status, categorized by each projects' funding sources. Staff provided a slide presentation highlighting the most recently built schools: Nora Frances Henderson Secondary School, Spring Valley Elementary School, Greenville Elementary School and South Meadow Elementary School as well as sport fields that are currently in progress.

#### C. Enrolment Summary October 31, 2020

Staff presented the report and explained the importance of enrolment numbers and how they are used to determine our grant revenue based on ministry benchmarks. There are two count dates that are used by the Ministry to calculate our grants – October 31 and March 31. Enrolment data was presented on a school by school basis. Due to the COVID19 pandemic, there are been a significant reduction in elementary enrolment and this has had a significant impact with reduced revenue for the 2020/21 Budget. Secondary enrolment has also declined from budget, however the impact on budget should be minimal.

#### D. 2020-2021 Funding Update

On November 26, 2020 the Ministry announced that it would be providing GSN Stabilization Funding to Boards to help fund the difference in enrolment projections and actuals. For HWDSB, this will be approximately \$14 million. This will help to reduce the previously reported In-Year Deficit. Also on November 26, 2020 the Ministry announced that additional funding would be available for Boards in COVID 19 identified Red Zones for specific purposes. HWDSB has a COVID spending plan in place and this additional funding will allow the plan to be funded completely in the areas of technology, additional occasional staff, ventilation and health and safety training. Staff will report back regularly to trustees on how this funding is utilized.

Respectfully submitted,  
Alex Johnstone, Chair of the Committee

## Committee Report

Presented to: Board

Meeting Date: January 11, 2021

From: Special Education Advisory Committee (SEAC)

Meeting date: December 8, 2020

The committee held a brief meeting on Tuesday, December 8, 2020 at 5:35 pm prior to joining PIC at 5:45 pm, with Chair Judy Colantino presiding. The joint meeting ended at 6:58 pm.

Members present were Alex Johnstone, Trustee Wards 11 & 12, Cecile Santos-Ayrault, Association for Bright Children of Ontario, Judy Colantino, SEAC Chair, Down Syndrome Association of Hamilton, Lindsay Bray, McMaster Children's Hospital Developmental Pediatrics and Rehabilitation Portfolio, Lita Barrie, VOICE for Hearing Impaired Children Lynn Vanderbrug, Lynwood Charlton Centre, Mark Courtepatte, Vice Chair, FASD Parent & Caregiver Support Group Michelle Campbell, Autism Ontario (H-W Chapter), Penny Deathe, Trustee Ward 15, Susi Owen, CNIB Hamilton and Niagara, Tracy Sherriff, Community Living Hamilton

Regrets: Alyson Kowalchuk P.A.L.S. Parent Advocacy Learning Support Group

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### A. INFORMATION ITEMS

Chris Pickersgill, Manager of COVID School Health Program from PH provided an overview of Hamilton Public Health's approach to preventing COVID-19 spread in schools, case and outbreak management, contact tracing

Matthew Kwan, Manager of COVID Response, provided information on the Board's approach to COVID-19 including ventilation, Board protocols and cases in schools

### B. MEMBERS' UPDATE

Alex Johnstone, Trustee Wards 11 & 12

- At the Initial Board Meeting Monday night, Trustees acclaimed Ward 7 Trustee Dawn Danko as Chair of the Board and elected Wards 9 & 10 Trustee Cam Galindo as Vice-Chair of the Board. More information in the link below.  
<https://www.hwdsb.on.ca/blog/hwdsb-chair-and-vice-chair-announced/>
- Next month, the Safe Schools Bullying Review report and the Police Liaison Program Report will be brought to Trustees

Penny Deathe, Trustee Ward 15

- Equity audit has been completed with 70 recommendations

Respectfully submitted,  
Judy Colantino, Chair



## Committee Report

Presented to: Board

Meeting date: January 11, 2021

From: Human Rights & Equity Community Advisory Committee

Meeting date: December 10, 2020

The committee held a meeting on December 10 from 4:00 – 6:00 p.m. via MS Teams with Co-Chair Mouna, Bile presiding.

Members present were Deborah Simon, Neha Gupta, Layla Carmen To, Jordan Carrier, Ariel Brown, Tarek Al-Ajak, Mouna Bile, Ariel Brown, Sukhvinder Obhi, Layla El-Dakhakhni, Tianna Follwell and Trustee Maria Felix-Miller. Regrets were received from Maise Raymond-Brown, Coley Baisden, Trustee Becky Buck

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### INFORMATION ITEMS:

#### **A. Information on Police Liaison Program Termination- Update and Working Group**

Mr. Rizza shared information on the status of the work after the termination of the Police Liaison Program in HWDSB schools. A working group of 12 members is being established, 6 from the HREA committee and 6 from the First Nations, Metis, Inuit Advisory Committee. This working group will provide advice to provide alternative supports and interventions (internal and within the community). The working group will start to meet in January 2021. HREA members who are interested to join the working group has indicated their interest.

#### **B. Information on Student Census- Identity-based Data Collection**

As part of the HWDSB Equity Action Plan, a Student Census- a voluntary student identity based data collection, will be conducted this year. Community consultation is part of this work. The HREA committee will be one of the advisory committees that will be consulted. The members agreed to put this item on the January meeting agenda.

#### **C. Standing Items**

- Staff Update
- Members Update
- Trustee Update

Respectfully submitted by  
Mouna Bile, Co-chair