

AGENDA: 5:30 pm

1. Call to Order and Land Acknowledgement
2. O Canada
3. Meeting Roll Call
4. Swearing-In Ceremony – Trustee Elizabeth Wong

Delegations:

- A. Eman Madhani and Nour Elbadan, Westdale's Muslim Student Association (MSA), Re: School Year Calendar (5 minutes)
- B. Isra Bashir and Afsara Khan, Westdale's Muslim Student Association (MSA), Re: School Year Calendar (5 minutes)
5. Approval of the Agenda
6. Declarations of Conflict of Interest
7. [Confirmation of the Minutes: February 14, 2022 and February 22, 2022](#)

Reports from Legislated Committees:

8. [Parent Involvement Committee – February 8, 2022](#)

Reports from Staff

9. [School Year Calendar 2022-23](#)
10. [Trustee Ward Allocation](#)

11. Oral Reports from:

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

12. 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/>

Trustees: Kathy Archer, Becky Buck, Dawn Danko, Cam Galindo, Alex Johnstone, Maria Felix Miller, Ray Mulholland, Carole Paikin Miller and Paul Tut. Student Trustees Deema Abdel Hafeez, Aisha Mahmoud and Shakowennakara:tats Jullia Gross.

Regrets: Trustee Penny Deathe

1. Call to Order

Dawn Danko, Chair of the Board, called the meeting to order at 5:31 p.m.

2. Swearing in Shakowennakara:tats Gross

Shakowennakara:tats Gross read her swearing in statement to the Board. The Chair extended her a warm welcome.

3. Approval of the Agenda:

RESOLUTION #22-28: Trustees Tut/Archer moved: **That the agenda be approved.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud and Shakowennakara:tats Jullia Gross voted in favour.

4. Declaration of Conflict of Interest

None were declared.

5. Confirmation of the Minutes: January 31 and February 7, 2022

Minutes from January 13 and February 7, 2022 were confirmed.

6. Correspondence: Upper Canada DSB and Thames Valley DSB re: Student Trustee moving motions

RESOLUTION #22-29: Trustees Miller/Johnstone moved: **That Hamilton Wentworth District School Board write a letter of support to the Ministry of Education requesting that Student Trustees be permitted to move and second a motion.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud and Shakowennakara:tats Jullia Gross voted in favour.

RESOLUTION #22-30: Trustees Galindo/Mulholland moved: **That the correspondence be received and filed.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud and Shakowennakara:tats Jullia Gross voted in favour.

Reports from Trustee Special Committees:

7. Program – January 25, 2022

RESOLUTION #22-31 Trustees Buck/Archer moved: **That the Program Committee report from January 25, 2022 be approved including that:**

1. The board standard student device will be tablets in kindergarten to grade 3 and laptops in grades 4 to 12.
2. Board standard devices will be deployed as follows:
 - Kindergarten: Classroom kits of 3 devices in High Priority Schools only.
 - Grades 1-3: Classroom kits of 6 devices in High Priority Schools only.

- Grades 4-8: Classroom kits of 6 devices in all schools.
 - Grades 9-12: 1:1 provisioning of devices with a keyboard (tablet or laptop) to students.
3. Secondary students may choose to use their own device rather than accept the board provisioned device.
 4. The transition to laptops as a board standard device from grades 4 to 12 will occur over 5 years.

CARRIED

Student Trustees Abdel Hafeez and Mahmoud and Shakowennakara:tats Jullia Gross voted in favour.

8. Policy – February 2, 2022

RESOLUTION #22-32 Trustees Miller/Archer moved: **That the Policy Committee report from February 2, 2022 be approved including that the Trustee Expense Policy be approved.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud and Shakowennakara:tats Jullia Gross voted in favour.

Reports from Legislative Committees:

9. Special Education Advisory Committee – January 26, 2022

RESOLUTION #22-33: Trustees Johnstone/Tut moved: **That the Special Education Advisory Committee report from January 26, 2022 be received.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud and Shakowennakara:tats Jullia Gross voted in favour.

Shakowennakara:tats Jullia Gross left the meeting at 6:05 p.m.

Report from Community Advisory Committees:

10. Human Rights & Equity – January 20, 2022

RESOLUTION #22-34: Trustees Miller/Galindo moved: **That the Human Rights & Equity Advisory Committee report from January 20, 2022 be received.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud voted in favour.

11. French as a Second Language Advisory Committee – January 26, 2022

RESOLUTION #22-35: Trustees Buck/Paikin Miller moved: **That the French as a Second Language Advisory Committee report from January 26, 2022 be received.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud voted in favour.

Trustee Paikin Miller left the meeting at 6:30 p.m.

Report from Staff:

12. 2022-23 Capital Priorities Program

RESOLUTION #22-36: Trustees Johnstone/Danko moved: **That the 2022 Capital Priority Projects (Appendix A) for submission to the Ministry of Education (MOE), as per 2022-23 Capital Priorities Program including Child Care Capital Funding Memorandum 2022: B01 (Appendix B) be approved.**

CARRIED

Student Trustees Abdel Hafeez and Mahmoud voted in favour.

Shakowennakara:tats Jullia Gross returned to the meeting at 7:18 p.m.

13. COVID-19 Update Report #6

Staff presented the report and the presentation can be found here: <https://www.hwdsb.on.ca/wp-content/uploads/meetings/Board-Appendices-1644855237.pdf>

14. Oral Reports from:

A. City/School Board Liaison Committee

The Chair is currently working on getting a date for a meeting. No date has been confirmed. The Chair acknowledges the loss of Chris Cutler from the City of Hamilton and condolences were extended to his family.

B. Hamilton-Wentworth Home & School Association

Trustee Buck shared that there was no meeting this month.

C. Hamilton Foundation for Student Success (HWDSB Foundation)

The Foundation held its Annual General Meeting on February 9, 2022. The Foundation gave a fond farewell Christine Nicolaidis, Principal at Sir Winston Churchill, who has acted as one of the two HWDSB staff on our Board. In Christine's place, we welcomed Lyndsy Baillie, Vice Principal of System Program, who has been appointed to a 3-year term. In addition, two community board members, Ian Brisbin and Carla Ricci, renewed their commitment to our Board for a second 3-year term. The Foundation also welcomed John Bryant, Interim Director of Education, to the Board of Directors. The Foundation currently has one seat for a community member vacant. Nomination information can be found on the Foundation's website.

Tickets are now available for 2022 Showcase of heARTS taking place on April 7, 2022. A variety of ticket options allow guests to create their own experience. Enhance your viewing party by enjoying a delicious 3 course meal from LaPiazza Allegra and a specially curated gift kit of locally-sourced products and unique pieces designed and created by HWDSB students.

Early Bird ticket sales end February 28, 2022. Event and ticket purchase information can be found on the Foundation's website.

D. Ontario Public School Board Association (OPSBA)

A list of legislative updates was shared with the Board.

The Chair shared a fond farewell to Superintendent Angela Fergusson who is retiring thanking her for all of her years of service and wishing her all the best moving forward.

The meeting adjourned at 7:53 p.m.

The recording of the Board meeting can be found here:

<https://hwdsb.tv/media/board-meeting-feb-14-2022/>

Trustees: Kathy Archer, Dawn Danko, Penny Deathe, Cam Galindo, Alex Johnstone, Maria Felix Miller, Carole Paikin Miller, Ray Mulholland and Paul Tut. Student Trustees Deema Abdel Hafeez, Aisha Mahmoud and Shakowennakara:tats Jullia Gross.

1. Call to Order

Dawn Danko, Chair of the Board, called the meeting to order at 5:34 p.m.

2. Declaration of Conflict of Interest

None were declared.

3. Trustee Vacancy Wards 1 & 2 Candidate Interviews and Appointment

Chair Danko shared that on February 14, 2022 the following motion was approved:

- That the interview process for Trustee Vacancy Wards 1 & 2 candidates be in the form of 2 questions and that they be provided for preparation in advance of Special Board on February 22, 2022. The candidate will be provided with up to 5 minutes for an introduction and to answer the following questions:
 - Wards 1 and 2 share a Trustee but are unique communities. How will you utilize your own skills and experiences to effectively engage, advocate and represent the diverse constituents of Wards 1 & 2
 - Within the remainder of the term, there is a lot of work being undertaken by the Board of Trustees. Where would you like to focus your time and energy to have the most impact? Consider how you will engage with our community advisory committees, Student Senate and your interest in supporting board committees.
- Each candidate will be provided with an additional 2 minutes for closing remarks.

It was noted that Aize Smith withdrew their application. The following candidates were given an opportunity to share their answers to the questions above.

- A. Brian Gage
- B. Calvin Murphy
- C. Cameron Prosic
- D. Cynthia Stewart
- E. Elizabeth Wong
- F. Gisele Williams
- G. Ian Brisbin
- H. Megan Dickson
- I. Larry Pattison
- J. Tarek Jalbout

The Chair thanked the candidates for putting their names forward and sharing their interest and passions noting that the Board will now move into the voting process.

The voting procedure is as follows:

- i. Trustees submit their top 3 choices – clearly ranked as 1, 2, 3
- ii. If no candidate receives 6 votes as the #1 option, the votes will be redistributed for those ranked 2nd and 3rd
- iii. If no candidate receives 6 votes, proceed to round 2 – this continues until a candidate receives 6 votes as the #1 ranking

iv. Any candidates receiving zero votes is removed for the next round of voting

RESOLUTION #22-37: Trustees Miller/Buck moved: **To appoint Heather Miller, Officer of Trustee Services as Scrutineer. And as a support to the Officer of Trustee Services, appoint, Trustee Cam Galindo to observe the ranking and redistribution of votes as this is a new procedure for voting.**

CARRIED

RESOLUTION #22-38: Trustees Johnstone/Deathe moved: **To move to a 10-minute recess to review notes from the Candidate interviews.**

CARRIED

The vote took place and the Chair announced that the successful Candidate was Elizabeth Wong.

Ranked Ballot Voting Results

Votes required to appoint trustee: 6 out of 10.

Round 1:

Candidate	Votes
Calvin Murphy	1
Cameron Prosic	1
Elizabeth Wong	4
Gisele Williams	1
Larry Pattison	3

At the end of Round 1, Candidates that received no votes were eliminated. Candidates that received 1 vote were also eliminated and those votes were redistributed according to the trustee's second and/or third vote for round 2.

Round 2:

Candidate	Votes
Elizabeth Wong	7
Larry Pattison	3

Elizabeth Wong received the majority of votes by round 2.

RESOLUTION #22-39: Trustees Johnstone/Deathe moved: **That Elizabeth Wong be appointed to the position of Trustee for Wards 1 & 2 for the remainder of the term.**

CARRIED

Student Trustees Deema Abdel Hafeez, Aisha Mahmoud and Shakowennakara:tats Jullia Gross voted in favour

The Chair shared a warm welcome to Elizabeth Wong and thanked all of the Candidates for their application and participation. The swearing in of Elizabeth Wong will take place at the Board meeting being held on February 28, 2022.

The meeting adjourned at 7:33 p.m.

The recording of the Board meeting can be found here:

<https://hwdsb.tv/media/special-board-meeting-february-22-2022/>

Committee Report

Presented to: Board

Meeting date: Feb. 28, 2022

From: Parent Involvement Committee

Meeting date: Feb 8, 2022

The committee held a MS Teams meeting on February 8th from 6:30 pm. to 8:00 p.m. with Chair Amanda Fehrman presiding.

Members present were: Theresa Berry, Lianne Broughton, Carly Casey, Amanda Fehrman, Adiana Harris, Heather Harvey, Stacey Johnson, Estella Jones, Amy Leaming-Cote, Corrie Ledgerwood, Stephanie Lostanaw Lavin, Shawn McKillop, Heidi Oglesby, Mike Palma, Natalie Randall, Melanie Roberts, Shelly Stacey, Cindy Stranak, Beth Woof

INFORMATION ITEMS:

A. PRO GRANT UPDATE

There have been 20 applications received and applications are still being accepted.

B. FOUNDATION HEARTS EVENT

April 7th is a virtual event for Showcase of Hearts. Performances and have been set up via digital components. Early Bird discount on tickets.

Respectfully submitted,
Amanda Fehrman, Chair



EXECUTIVE REPORT TO BOARD

TO: BOARD

FROM: John Bryant, Interim-Director of Education

DATE: February 28, 2022

PREPARED BY: Estella Jones, Superintendent of Student Achievement

RE: 2022-23 School Year Calendars

Action X

Monitoring

Recommended Action:

That the modified 2022-23 School Year Calendars be approved for submission to the Ministry of Education.

Rationale/Benefits:

The 2022-23 School Year Calendars (Appendix – 1 and 2) follows all Ministry requirements and have been prepared in consultation with the School Year Calendar Advisory Committee, the public, the co-terminus and neighbouring boards, and has been endorsed by Executive Council.

Specifically, the calendars comply with Ontario Regulation 304, School Year Calendars and Professional Activity (PA) Days. As per the requirements, the deadline for submission of regular and modified school calendars is March 1, 2022.

Background:

O. Reg 304, School Year Calendar, Professional Activity (PA) 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. In addition, Boards may designate up to seven (7) PA days and up to ten (10) examination days which leaves 187 instructional days. In addition, O. Reg 304 (4) establishes holidays for the school year.

Holidays as determined by Reg 304	2022-23 School Year
Labour Day	September 5
Thanksgiving Day	October 10
Winter Break (modified)	December 26 – January 6*
New Years Day	January 2
Family day	February 20
Mid-Winter Break	March 13 to March 17
Good Friday	April 7
Easter Monday	April 10
Victoria Day	May 22

This year a modified schedule is proposed, with the Winter Holiday Break beginning December 26, 2021 and continuing through to January 6, 2022*.

Next year, Municipal elections will be held in Ontario on Monday October 24, 2022. Based on Section 45 of the Municipal Elections Act and direction from the Ministry of Education, it is strongly advised that school boards schedule a PA day to coincide with the date of the election.

The School Year Calendar Advisory Committee met on November 16, 2021 to review and provide feedback for consideration in the development of the School Year Calendar. The School Year Calendar Advisory Committee consists of members representing: Elementary and Secondary Principals (HWPC); Elementary and Secondary Teachers (HWETL, OSSTF, HWOTL, ESL); Parents (Parent Involvement Committee, Home & School Association); Educational Assistants, Child and Youth Practitioners (COPE), Early Childhood Educators (HWDECEL), School Office Assistants (OCTU), Maintenance and Caretaking staff (CUPE) and Professional Student Services Personnel (PSSP). While there was general support for the calendars, it is of note that there was a lack of support from employee groups for the PA day prior to Labour day.

As directed by the Board, public consultation was undertaken from December 14, 2021 and January 17, 2022 to receive community feedback regarding the draft calendars. In total, 1040 responses were received from parents/guardians (50%), staff (31%), students (17%) and the community (2%). The results from the public consultation demonstrate overall strong support for the proposed school year calendars. The results were compiled by the HWDSB Research & Analytics Department and are available for review (Appendix – 3).

Through consultation with the co-terminus school board, there was consideration regarding the alignment of PA days to reduce costs and disruption. Neighbouring boards also have similar proposed calendars including the same start date, Winter Break, and Mid-Winter Break dates. As other boards are working through the same process, some of these calendars may still be in draft form.

Both the elementary and secondary school year calendars are endorsed by Executive Council.

Key Dates:

Elementary

First day of instruction for students	Tuesday September 6, 2022
Last day of instruction for students	Wednesday June 28, 2023

Secondary

Semester 1 = 94 days	
First day of instruction for students	Tuesday September 6, 2022
Last day of instruction for students	Wednesday January 25, 2023
Examination Dates	Thursday January 26 – Monday February 1, 2023
Semester 2 = 93 days	
First day of instruction for students	Friday February 3, 2023
Last day of instruction for students	Tuesday June 20, 2023
Examination Dates	Wednesday June 21 – Tuesday June 27, 2023

Professional Activity (PA) Days:

School boards must dedicate three (3) PA days to provincial education priorities and may provide up to four (4) additional PA days per school year.

Dates for Professional Activity (PA) days have been determined to prioritize timely professional learning opportunities that adhere to provincial requirements including the completion of any required programs and legislated training.

This year, the Ministry has identified the following learning priorities.

Learning Recovery

- Learning recovery and renewal
- Student mental health and well-being
- Early reading and mathematics
- Supporting de-streamed classrooms

Student and School Safety

- Ontario College of Teachers' (OCT) Sexual Abuse Prevention Program
- Anti-sex trafficking and cyber protection
- Supporting students with prevalent medical conditions in schools (PPM161)

Science, Technology, Engineering and Math (STEM)

- STEM education, including new STEM-related curricula (elementary science and technology, grade 9 de-streamed science, and connections to skilled trades and apprenticeships)
- Connections to skilled trades and apprenticeships

Equity and inclusive education should be applied in an integrated manner across all professional learning topics or as focused learning topics including:

- Special education and supporting students with disabilities
- Anti-racism and anti-discrimination

In addition, Violence Prevention Training, as per the Central Collective Agreement, and other compliance training will be covered on the PA days.

PA days will also focus on the Continuous Learning & Improvement Process and the HWDSB Annual Plan. Educators will engage in professional learning at the beginning, middle and end of the school year to

review data, complete reporting, identify student needs and skill gaps as well as plan for purposeful instruction. Equity and inclusive education will be applied in an integrated manner across all professional learning.

Summary of PA Days in Elementary and Secondary

ELEMENTARY	FOCUS	SECONDARY	FOCUS
Thursday September 1	Sexual Abuse Prevention Program & Other Mandatory Training	Thursday September 1	Sexual Abuse Prevention Program & Other Mandatory Training
Monday October 24	Provincial Education Priorities & Mandatory Training	Monday October 24	Provincial Education Priorities & Mandatory Training
Friday November 25	Provincial Education Priorities	Friday November 25	Provincial Education Priorities
Friday January 27	Evaluation & Reporting	Thursday February 2	Transition & Promotion Process
Friday March 3	Provincial Education Priorities	Friday March 3	Provincial Education Priorities
Friday June 2	Evaluation & Reporting	Wednesday June 28	Transition & Promotion Process
Thursday June 29*	Improvement Process	Thursday June 29*	Improvement Process

All PA dates currently align with the draft HWCDSB school year calendar except for June 29*

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DRAFT HWDSB 2022-2023 SCHOOL YEAR CALENDAR - ELEMENTARY

Month	Instr. Days	PA Days	Exam Days																													
				M	T	W	T	F		M	T	W	T	F		M	T	W	T	F		M	T	W	T	F						
Aug.	0	0	0	1	2	3	4	5		8	9	10	11	12		15	16	17	18	19		22	23	24	25	26		29	30	31		
Sept.	19	1	0				1 PA	2 B		5 H	6 FD	7	8	9		12	13	14	15	16		19	20	21	22	23		26	27	28	29	30
Oct.	19	1	0	3	4	5	6	7		10 H	11	12	13	14		17	18	19	20	21		24 PA	25	26	27	28		31				
Nov.	21	1	0		1	2	3	4		7	8	9	10	11		14	15	16	17	18		21	22	23	24	25 PA		28	29	30		
Dec.	17	0	0				1	2		5	6	7	8	9		12	13	14	15	16		19	20	21	22	23		26 H	27 H	28 B	29 B	30 B
Jan.	16	1	0	2 H	3 B	4 B	5 B	6 B		9	10	11	12	13		16	17	18	19	20		23	24	25	26	27 PA		30	31			
Feb.	19	0	0			1	2	3		6	7	8	9	10		13	14	15	16	17		20 H	21	22	23	24		27	28			
Mar.	17	1	0			1	2	3 PA		6	7	8	9	10		13 B	14 B	15 B	16 B	17 B		20	21	22	23	24		27	28	29	30	31
Apr.	18	0	0	3	4	5	6	7 H		10 H	11	12	13	14		17	18	19	20	21		24	25	26	27	28						
May	22	0	0	1	2	3	4	5		8	9	10	11	12		15	16	17	18	19		22 H	23	24	25	26		29	30	31		
June	19	2	0				1	2 PA		5	6	7	8	9		12	13	14	15	16		19	20	21	22	23		26	27	28 LD	29 PA	30 B
July	0	0	0	3	4	5	6	7		10	11	12	13	14		17	18	19	20	21		24	25	26	27	28		31				
Total	187	7	0																													

FD	FIRST DAY FOR STUDENTS	PA	SYSTEM-WIDE PROFESSIONAL ACTIVITY DAY	B	SCHOOL HOLIDAY
LD	LAST DAY FOR STUDENTS	PA	PROFESSIONAL ACTIVITY DAY	H	STATUTORY HOLIDAY

- As per the requirements of O. Reg 304, the school year shall commence on or after September 1 and will end on or before June 30.
- The minimum number of school days required in a school year calendar is 194. Any school days not designated as professional activity days are to be regarded as instructional days. As a result, the minimum number of instructional days per school year is 187.
- School boards may designate up to seven professional activity (PA) days per school year. Three of those PA days must be devoted to provincial education priorities identified by the Minister.

DRAFT HWDSB 2022-2023 SCHOOL YEAR CALENDAR - SECONDARY

Month	Instr. Days	PA Days	Exam Days																														
				M	T	W	T	F		M	T	W	T	F		M	T	W	T	F		M	T	W	T	F		M	T	W	T	F	
Aug.	0	0	0	1	2	3	4	5		8	9	10	11	12		15	16	17	18	19		22	23	24	25	26		29	30	31			
Sept.	19	1	0				1 PA	2 B		5 H	6 FD	7	8	9		12	13	14	15	16		19	20	21	22	23		26	27	28	29	30	
Oct.	19	1	0	3	4	5	6	7		10 H	11	12	13	14		17	18	19	20	21		24 PA	25	26	27	28		31					
Nov.	21	1	0		1	2	3	4		7	8	9	10	11		14	15	16	17	18		21	22	23	24	25 PA		28	29	30			
Dec.	17	0	0				1	2		5	6	7	8	9		12	13	14	15	16		19	20	21	22	23		26 H	27 H	28 B	29 B	30 B	
Jan.	17	0	4	2 H	3 B	4 B	5 B	6 B		9	10	11	12	13		16	17	18	19	20		23	24	25 LD	26 E	27 E		30 E	31 E				
Feb.	18	1	1			1 E	2 PA	3 FD		6	7	8	9	10		13	14	15	16	17		20 H	21	22	23	24		27	28				
Mar.	17	1	0			1	2	3 PA		6	7	8	9	10		13 B	14 B	15 B	16 B	17 B		20	21	22	23	24		27	28	29	30	31	
Apr.	18	0	0	3	4	5	6	7 H		10 H	11	12	13	14		17	18	19	20	21		24	25	26	27	28							
May	22	0	0	1	2	3	4	5		8	9	10	11	12		15	16	17	18	19		22 H	23	24	25	26		29	30	31			
June	19	2	5				1	2		5	6	7	8	9		12	13	14	15	16		19	20 LD	21 E	22 E	23 E		26 E	27 E	28 PA	29 PA	30 B	
July	0	0	0	3	4	5	6	7		10	11	12	13	14		17	18	19	20	21		24	25	26	27	28		31					
Total	187	7	10																														

FD	FIRST DAY FOR STUDENTS	PA	SYSTEM-WIDE PROFESSIONAL ACTIVITY DAY	B	SCHOOL HOLIDAY	E	EXAMINATION DAY
LD	LAST DAY FOR STUDENTS	PA	PROFESSIONAL ACTIVITY DAY	H	STATUTORY HOLIDAY		

- As per the requirements of O. Reg 304, the school year shall commence on or after September 1 and will end on or before June 30.
- The minimum number of school days required in a school year calendar is 194. Any school days not designated as professional activity days are to be regarded as instructional days. As a result, the minimum number of instructional days per school year is 187.
- School boards may designate up to seven professional activity (PA) days per school year. Three of those PA days must be devoted to provincial education priorities identified by the Minister.
- School boards may designate up to 10 instructional days for examinations.

HWDSB 2022-2023 School Year Calendar

Summary of Consultation Findings January, 2022

Purpose of Consultation

Every year, school boards across Ontario must submit school year calendars to the Ministry of Education. According to Regulation 304, school boards must develop a school year calendar for elementary and secondary schools that includes 194 school days (including seven Professional Activity Days) between September 1 and June 30 with up to 10 days designated as examination days for secondary schools.

The Hamilton-Wentworth District School Board (HWDSB) asked members of the public to comment on the Draft 2022-2023 School Year Elementary and Secondary Calendars through the completion of an online survey, and/or by mailing or emailing written correspondence to HWDSB. The survey ran from December 8th, 2021 until January 17th, 2022 and garnered a total of **1040 responses**.

Respondent Characteristics

The majority of responses ($n = 523$, 50%) came from parents/guardians, 31% ($n = 317$) from HWDSB staff members, 17% ($n = 178$) from HWDSB students, and 2% ($n = 20$) from community groups/members.

68% ($n = 578$) of responses were received from respondents who indicated they had children attending an HWDSB school, and 32% ($n = 275$) of responses were from respondents who indicated they did not have children in an HWDSB school.

Of the responses received from respondents with children attending an HWDSB school, 66% ($n = 384$) were from parents/guardians of elementary students, 15% ($n = 84$) were from parents/guardians of secondary students while 19% ($n = 110$) were from parents/guardians with both secondary and elementary children.

Summary of Findings

Members of the public were invited to provide feedback on each of the significant key dates of the elementary and secondary calendar. The following is a summary of the feedback received across each significant date:

The Draft Elementary School Year Calendar

Respondents were asked to indicate agreement or disagreement with each of the significant key dates for the Draft **Elementary** School Year Calendar.

Elementary Dates	Agree % (n)	Disagree % (n)	Total % (n)	Respondent Comments
Start date for Students: September 6, 2022	96% (807)	4% (32)	100% (839)	<ul style="list-style-type: none"> • Prefer to start later, possibly move PD days to after Labour Day ($n=21$) • Agree with this start date ($n = 16$) • Start date should be a Monday ($n=2$)
End date for Students: June 27, 2023	88% (729)	12% (104)	100% (833)	<ul style="list-style-type: none"> • Would prefer the end date to be a Thursday or Friday. For many, it is easier for childcare ($n=33$) • Would prefer the end date to be earlier ($n=17$) • Later end date would be better ($n=7$) • End later but get rid of the PA days before Labour Day ($n=7$) • Agree with this date ($n=6$) • It's too warm in classrooms that late in the year. Need A/C ($n=2$)

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PA Day 1: September 01, 2022 Provincial Education Priorities	75% (594)	25% (196)	100% (790)	<ul style="list-style-type: none"> • Opposed to PA days before the Labour Day weekend / before school starts ($n=51$) • Disperse them throughout the year so that students get a break ($n=16$) • Teachers need those days to set up their classrooms and are not in a good headspace to focus on PD ($n = 8$) • Agree with this date ($n=7$)
PA Day 2: September 2, 2022 School Improvement Process & Mandatory Occupational Health & Safety Training	74% (586)	26% (203)	100% (789)	<ul style="list-style-type: none"> • Opposed to PA days before the Labour Day weekend ($n=39$) • Disperse them throughout the year so that students get a break ($n=15$) • Teachers need the time before Labour Day to set up their classrooms ($n=10$) • Agree with this PA date ($n=11$) • Make the PA day earlier in the week to preserve the last long weekend before school ($n=12$) • Disagree with this date ($n=3$) • Move to the end of June in preparation for the following September ($n=1$) • Merge PA days 1 and 2 into one day and hold it before school starts or sometime in September ($n=1$)
PA Day 3: November 25, 2022 Mandatory Provincial Education Priorities	85% (683)	15% (116)	100% (799)	<ul style="list-style-type: none"> • Make this parent-teacher interview day or bring back interview day ($n=72$) • Make it earlier and/or make it right after Halloween ($n=12$) • Agree with this date ($n = 9$) • Move this to the polling day ($n=9$)

Appendix - 3

				<ul style="list-style-type: none"> Disagree, it is too hard for parents working in retail to take a day off so close to holidays ($n=5$)
PA Day 4: January 27, 2023 Evaluation and Reporting	97% (782)	3% (25)	100% (807)	<ul style="list-style-type: none"> Agree with this date ($n = 12$) Move this date—shouldn't be midweek; too close to holidays for parents to take another day off ($n=8$) Align with Family Day long weekend ($n=1$)
PA Day 5: March 3, 2023 Mandatory Provincial Education Priorities	90% (726)	10% (77)	100% (803)	<ul style="list-style-type: none"> Too close to March Break ($n = 27$) Make it part of March Break so that parents can more easily get the day off work ($n = 15$) Agree with this date ($n = 6$)
PA Day 6: June 2, 2023 Evaluation and Reporting	96% (774)	4% (31)	100% (805)	<ul style="list-style-type: none"> Agree with this date ($n = 11$) Move earlier so students have a break in April or May ($n=8$) Move it to the end of the school year ($n=2$) Align with the Victoria Day long weekend ($n=1$)
PA Day 7: June 28, 2023 Improvement Process	90% (723)	10% (79)	100% (802)	<ul style="list-style-type: none"> Change it so that the last day of school is not mid-week ($n=16$) Move earlier in the school year; PA days should not be after school ends ($n=11$) Agree with this date ($n = 9$) Move later so that the Sept. PA days can be after Labour Day ($n=6$) It is difficult for parents to find childcare mid week ($n=2$) Need more than 1 PA day for this ($n=1$)

Appendix - 3

The Draft Secondary School Year Calendar

Respondents were asked to indicate agreement or disagreement with each of the significant key dates for the Draft **Secondary** School Year Calendar.

Secondary Dates Semester 1	Agree % (n)	Disagree % (n)	Total % (n)	Respondent Comments
Semester 1 Start Date for Students: September 6, 2022	97% (354)	3% (10)	100% (364)	<ul style="list-style-type: none"> Start later to accommodate the PA days after the long weekend ($n = 5$) Agree with this date ($n = 4$)
Semester 1 End Date for Students: January 31, 2023	97% (352)	3% (10)	100% (362)	<ul style="list-style-type: none"> Agree with this date ($n = 3$) Move this date earlier, preferably end of the week, or in December like universities ($n=3$)
Semester 1 Examinations: January 25, 26, 27, 28, 31, 2023	97% (340)	3% (11)	100% (351)	<ul style="list-style-type: none"> Agree with this date ($n = 2$) Five exam days is too many. Four is all that is required ($n = 4$)
PA Day 1 : September 1, 2022 Mandatory Provincial Education Priorities	81% (276)	19% (64)	100% (340)	<ul style="list-style-type: none"> Should be after Labour Day or later in the year ($n = 17$) Disagree with this date ($n=4$) Agree with this date ($n = 2$) Move during the year so students can have a break ($n=1$)
PA Day 2: September 2, 2022 Health & Safety Training, Violence Prevention Training	80% (273)	20% (68)	100% (341)	<ul style="list-style-type: none"> Not before Labour Day—teachers need this time for planning; teacher parents need this time to move their children to university; this shortens summer break for teachers ($n = 17$) Disagree ($n = 4$) Distribute them later in the year ($n=5$) Teachers need this time for planning ($n=2$) Agree with this date ($n = 2$) Hold it at the end of June for the following Sept ($n=1$)

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PA Day 3: November 25, 2022 Mandatory Provincial Education Priorities	90% (315)	10% (34)	100% (349)	<ul style="list-style-type: none"> • Should move this to election day ($n = 5$) • This should be used for parent-teacher interviews ($n = 4$) • Move it to Nov. 1st or earlier ($n = 4$) • It should be the same day as the elementary PA day because parents need older siblings at home with younger ones ($n = 1$) • This is Black Friday and holding a PA day makes it difficult for staff to take a day off ($n=1$)
PA Day 4: February 1, 2023 Transition and Promotion Process	97% (342)	3% (10)	100% (352)	<ul style="list-style-type: none"> • Agree with this date ($n=3$) • Move this to the Family Day weekend ($n=1$) • Cancel this and communicate what is necessary in a memo ($n=1$) • PA days should not be mid week. Make it a Monday or Friday ($n=1$)

Secondary Dates Semester 2	Agree % (n)	Disagree % (n)	Total % (n)	Respondent Comments
Semester 2 Start Date for Students: February 2, 2023	95% (247)	5% (12)	100% (259)	<ul style="list-style-type: none"> • Agree with this date ($n = 4$) • Move to a Friday or Monday ($n = 3$) • Make it earlier and reduce the time between semesters ($n = 1$)
Semester 2 End Date for Students: June 26, 2023	97% (249)	3% (7)	100% (256)	<ul style="list-style-type: none"> • Don't end on a Monday, no one will attend ($n = 4$) • Agree with this date ($n = 2$) • Should go until the end of June ($n = 1$)
Semester 2 Examinations: June 20, 21, 22, 23, 26, 2023	92% (235)	8% (20)	100% (255)	<ul style="list-style-type: none"> • Exams don't require 5 days($n=3$) • Agree with this date ($n = 2$) • Make it end later in June ($n = 2$) • Should end on a Friday ($n = 1$)
PA Day 5: March 3, 2023 Mandatory Provincial Education Priorities	97% (247)	3% (8)	100% (255)	<ul style="list-style-type: none"> • Tack it onto March Break ($n = 8$) • Too close to March Break ($n = 2$) • Agree with this date ($n = 1$) • Set aside half days throughout the semester for this ($n=1$)

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PA Day 6: June 27, 2023 Transition and Promotion Process	91% (231)	9% (23)	100% (254)	<ul style="list-style-type: none"> • Agree with this date ($n = 3$) • Last day should be end of June; move Sept. PA days after Labour Day ($n = 3$) • Move earlier in the semester ($n = 2$) • Hold fewer PA days; merge topics and do in fewer days ($n=2$)
PA Day 7: June 28, 2023 Improvement Process	93% (237)	7% (17)	100% (254)	<ul style="list-style-type: none"> • Last day should be end of June; move Sept. PA days after Labour ($n = 4$) • Agree with this date ($n = 3$) • Merge with the PA day 6 ($n = 1$) • Spread this out over more than one day ($n = 1$) • Don't have PA days mid week ($n=1$)

Monday, October 24, 2022 is the date of municipal elections in Ontario and may involve polling stations in schools. Participants ($n=792$) were asked if they would prefer to make that a PA Day instead of the one suggested on Friday, November 25, 2022:

Yes	33% (265)
No	30% (238)
Either is fine	32% (253)
Not sure	5% (36)

Respondents were asked to add any additional comments that they would like to share about the [Elementary](#) and [Secondary](#) DRAFT School Year Calendar 2020-2021. Their responses were:

- Eid should be considered a holy day just as Christian holy days. Muslim students shouldn't have to miss instructional days to observe their faith ($n=40$)
- Please bring back parent-teacher interview days ($n=28$)
- Do not schedule PA days before Labour Day ($n=24$)
- We need holy days for a range of religions, e.g., Diwali, Eid, Hanukkah ($n=9$)
- Align all PD days with weekends or holidays; it's too hard for parents when they fall in the middle of the week ($n=5$)
- Schedule all PD days during the year instead of at the beginning and end. Students need the break a PA day provides ($n=4$)
- A Truth and Reconciliation day would be meaningful for those of Indigenous heritage ($n=2$)
- A consistent PA day schedule year over year would be helpful, e.g., 3rd Friday in October, etc. ($n=1$)
- Remove PA days and hold professional learning in small blocks (1 to 1.5 hrs) during the school day; this is how other sectors manage professional learning ($n=1$)

Comments about winter break:

- Agree with the proposed winter break dates ($n=33$)
- Start the winter break earlier than the 23rd ($n=19$)
- Make January 6th the last day of winter break ($n=12$)
- Start the winter break as late as possible ($n=10$)
- Students should return to school when parents must return to work at the beginning of January ($n=3$)
- Schedule PA days at the beginning of January so students start later ($n=1$)
- Make the 23rd a PA day ($n=1$)
- Start the winter break on the 23rd every year regardless of what day of the week it is ($n=1$)
- Align with neighbouring boards so that parents can find babysitters ($n=1$)



EXECUTIVE REPORT TO BOARD

TO: BOARD

FROM: John Bryant, Interim-Director of Education

DATE: February 28, 2022

PREPARED BY: Heather Miller, Officer of Trustee Services

RE: Ward Allocations – 2022 - Consultation

Action Monitoring

Recommended Action

That the Trustee Ward Allocations for the upcoming Municipal Elections be consulted on from March 1 – 11th, 2022, seeking feedback on an identified preferred option and any alternative options identified.

Rationale/Benefits:

School boards are responsible for determining both the number (determination) and the geographic allocation (distribution) of its trustees. These calculations are based on the following information:

- PEG Report – this is a report listing the board’s electoral group population: i.e. the number of eligible voters in the board’s jurisdiction. These reports, referred to as PEG Reports (Population of Electoral Group Reports), are produced by the Municipal Property Assessment Corporation (MPAC) and contain information on the number of eligible voters for each of the four types of boards within the municipalities of the school board’s jurisdiction (refer to Appendix A)
- Board Resolution re: Low Population Areas - the board can designate one or more areas (townships, municipality, unorganized territory) as a low population area to allow for greater representation to an area than would be accorded by a strict representation-by-population approach. The number of designated low-population areas does not affect the total number of trustees for the board
- Board Resolution re: Voluntary Reduction of Board Members – The Education Act gives the district school boards the power to voluntarily reduce their number below the number provided for by Ontario Regulation 412/00.
- Allocation of trustees to geographic areas in the board. Since the number of wards is greater than the number of calculated trustees, wards are combined based on the geographic areas a trustee represents. Regulation recommends that the sum of the electoral quotients in each geographic area should be as close as possible to a whole number greater than zero but less than 1.6

The Ministry of Education has developed a web-based program that will calculate the board’s determination and distribution factors (refer to Appendix B)

Results of HWDSB Trustee Determination and Distribution Calculations

- Number of Trustees for HWDSB is 11 based on the population of the electoral group (350,780)

- Designation of low population areas does not apply to the HWDSB as the board's area of jurisdiction for the 2022 municipal elections encompasses only one municipality
- HWDSB density factor is 311.25 (electoral population/total board area). Density factors must be less than 4.0 to generate additional members. Calculation of the board's density factor does not permit the inclusion of additional board members.
- HWDSB is not eligible for additional members based on board area. School boards must have combined areas in excess of 8,000 square kilometers to be eligible for additional members. HWDSB total area is 1,127¹ square kilometers.

The currently combined/coupled wards of Ward 1 and Ward 2 now have an electoral quotient of 1.607, which presents the need to uncouple these wards and seek individual representatives. However, there are 15 wards within the City of Hamilton and 11 Trustees, so additional wards need to be coupled. The criteria used for creating each scenario is as follows:

1. The electoral quotient is as close to a whole number as possible, without going over 1.6
2. The ward coupling is geographically connected
3. There are no more than 1 trustee per ward/ward coupling
4. There are no more than 2 wards coupled together

Attached are options representing different ward combinations/couplings.

Current Ward Allocation Map1 – illustrates the current ward allocations – noting Wards 1&2 Electoral Quotient is 1.607

Ward Allocation Map 2 – Option A – illustrates the following proposed changes

- Uncoupling of Wards 1 & 2
- Maintaining ward coupling for Wards 8&14, 9&10, 11&12
- **NEW** coupling of Wards 13&15

Ward Allocation Map 3 – Option B – illustrates the following proposed changes:

- Uncoupling of Wards 1 & 2
- Maintaining ward coupling for Wards 8&14
- **NEW** coupling of Wards 5&10, 9&11 and 13&15
- **NEW** Ward 12 stand-alone

Ward Allocation Map 4 – Option C – illustrates the following proposed changes:

- Uncoupling of Wards 1 & 2
- Uncoupling Wards 8&14
- **NEW** coupling of Wards 5&10, 9&11, 12&14 and 13&15

Staff recommend that Trustees identify a preferred option and alternates to consult on.

Following consultation, a final report will be prepared for March 28, 2022 Board as a resolution is due no later than March 31, 2022 with a final submission to the Ministry no later than April 3, 2022.

¹ Trustee Determination and Distribution Guide for Ontario District School Boards, 2022, Appendix A, Table 1, from Ontario Regulation 412/00. <http://www.edu.gov.on.ca/eng/trustee-elections/TrusteeDeterminationGuide.pdf>

Population of Electoral Groups Report

School Board ID: 21 - HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

County/Mun: 2518 - HAMILTON CITY

Ward	English Public	French Public	English Separate	French Separate	Prot-Sep	Other
01	24,840	0	0	0	0	0
02	26,391	0	0	0	0	0
03	27,027	0	0	0	0	0
04	25,472	0	0	0	0	0
05	26,953	0	0	0	0	0
06	21,962	0	0	0	0	0
07	29,627	0	0	0	0	0
08	19,811	0	0	0	0	0
09	19,112	0	0	0	0	0
10	20,380	0	0	0	0	0
11	15,861	0	0	0	0	0
12	27,709	0	0	0	0	0
13	26,392	0	0	0	0	0
14	19,065	0	0	0	0	0
15	20,178	0	0	0	0	0
2518 - Total:	350,780	0	0	0	0	0

Population of Electoral Groups Report

School Board ID: 21 - HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

Summary Total

County/Mun	English Public	French Public	English Separate	French Separate	Prot-Sep	Other	Total
2518	350,780	0	0	0	0	0	350,780
Total	350,780	0	0	0	0	0	350,780

Population of Electoral Groups Report

School Board ID: 21 - HAMILTON-WENTWORTH DISTRICT SCHOOL BOARD

Summary Total

School Board - Grand Totals

School Board ID	English Public	French Public	English Separate	French Separate	Prot-Sep	Other	Total
21	350,780	0	0	0	0	0	350,780
Total	350,780	0	0	0	0	0	350,780

Trustee Determination & Distribution Calculator

Trustee Distribution

Submitted Data

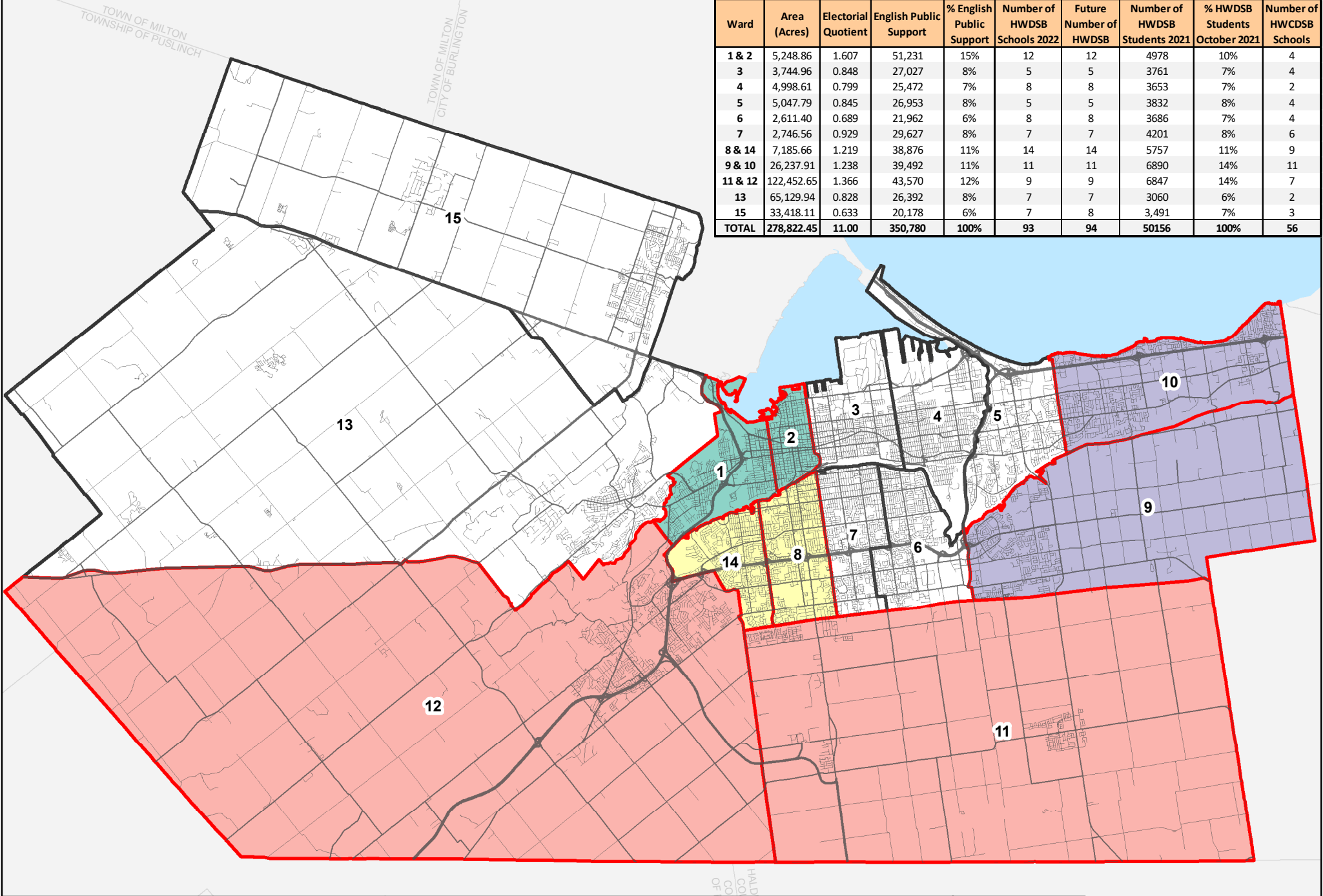
District School Board	Hamilton-Wentworth District School Board
Population of Board's Electoral Group	350,780
Number of elected trustees (If your board has passed a resolution to reduce its trustee positions, pick a new number from the drop-down menu)	11

Trustee Distribution – Template A

Column 1 Name of Municipality / Ward	Column 2 Electoral Group Population	Column 3 Electoral Quotient
Ward 1	24,840	0.779
Ward 2	26,391	0.828
Ward 3	27,027	0.848
Ward 4	25,472	0.799
Ward 5	26,953	0.845
Ward 6	21,962	0.689
Ward 7	29,627	0.929
Ward 8	19,811	0.621
Ward 9	19,112	0.599
Ward 10	20,380	0.639
Ward 11	15,861	0.497
Ward 12	27,709	0.869
Ward 13	26,392	0.828

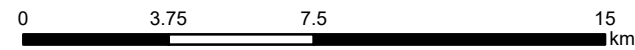
Ward 14	19,065	0.598
Ward 15	20,178	0.633
TOTALS	350,780	11

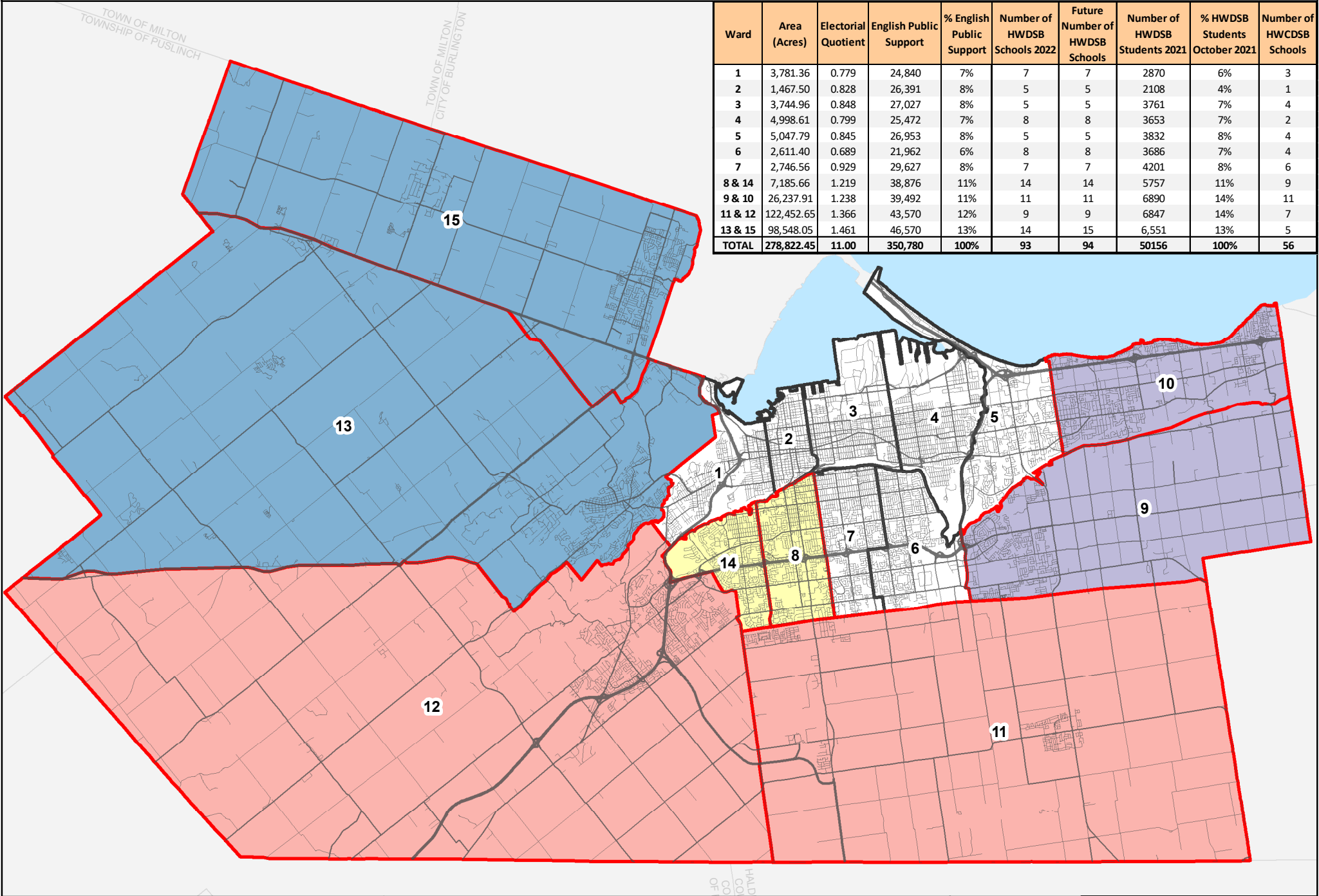
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Ward	Area (Acres)	Electoral Quotient	English Public Support	% English Public Support	Number of HWDSB Schools 2022	Future Number of HWDSB	Number of HWDSB Students 2021	% HWDSB Students October 2021	Number of HWDSB Schools
1 & 2	5,248.86	1.607	51,231	15%	12	12	4978	10%	4
3	3,744.96	0.848	27,027	8%	5	5	3761	7%	4
4	4,998.61	0.799	25,472	7%	8	8	3653	7%	2
5	5,047.79	0.845	26,953	8%	5	5	3832	8%	4
6	2,611.40	0.689	21,962	6%	8	8	3686	7%	4
7	2,746.56	0.929	29,627	8%	7	7	4201	8%	6
8 & 14	7,185.66	1.219	38,876	11%	14	14	5757	11%	9
9 & 10	26,237.91	1.238	39,492	11%	11	11	6890	14%	11
11 & 12	122,452.65	1.366	43,570	12%	9	9	6847	14%	7
13	65,129.94	0.828	26,392	8%	7	7	3060	6%	2
15	33,418.11	0.633	20,178	6%	7	8	3,491	7%	3
TOTAL	278,822.45	11.00	350,780	100%	93	94	50156	100%	56

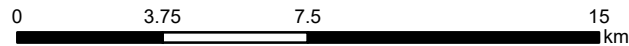
Ward Boundary
 Ward Boundary Combination





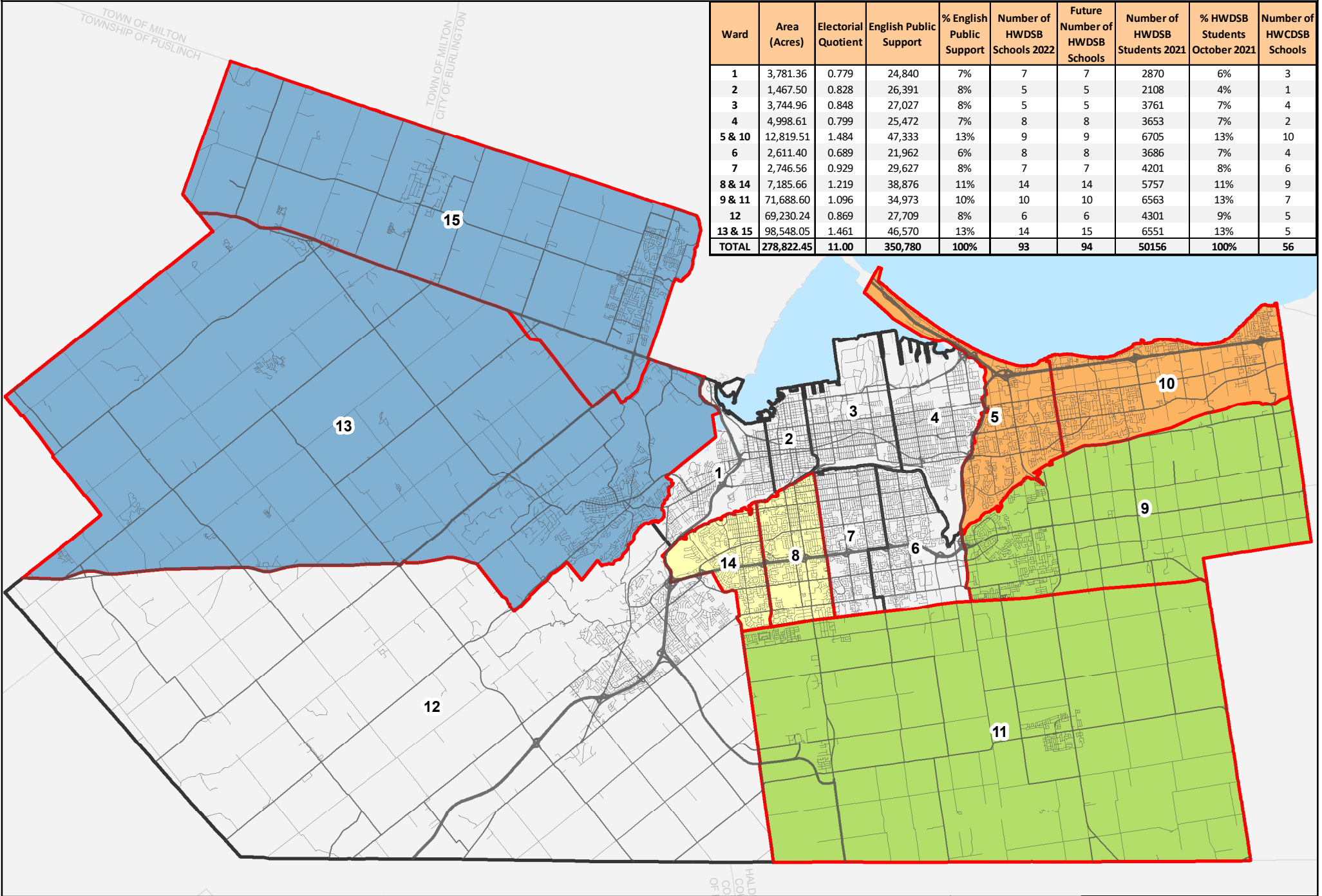
Ward	Area (Acres)	Electoral Quotient	English Public Support	% English Public Support	Number of HWDSB Schools 2022	Future Number of HWDSB Schools	Number of HWDSB Students 2021	% HWDSB Students October 2021	Number of HWDSB Schools
1	3,781.36	0.779	24,840	7%	7	7	2870	6%	3
2	1,467.50	0.828	26,391	8%	5	5	2108	4%	1
3	3,744.96	0.848	27,027	8%	5	5	3761	7%	4
4	4,998.61	0.799	25,472	7%	8	8	3653	7%	2
5	5,047.79	0.845	26,953	8%	5	5	3832	8%	4
6	2,611.40	0.689	21,962	6%	8	8	3686	7%	4
7	2,746.56	0.929	29,627	8%	7	7	4201	8%	6
8 & 14	7,185.66	1.219	38,876	11%	14	14	5757	11%	9
9 & 10	26,237.91	1.238	39,492	11%	11	11	6890	14%	11
11 & 12	122,452.65	1.366	43,570	12%	9	9	6847	14%	7
13 & 15	98,548.05	1.461	46,570	13%	14	15	6,551	13%	5
TOTAL	278,822.45	11.00	350,780	100%	93	94	50156	100%	56

 Ward Boundary
 Ward Boundary Combination



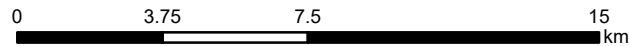
Option A

Planning and Accommodation 2022



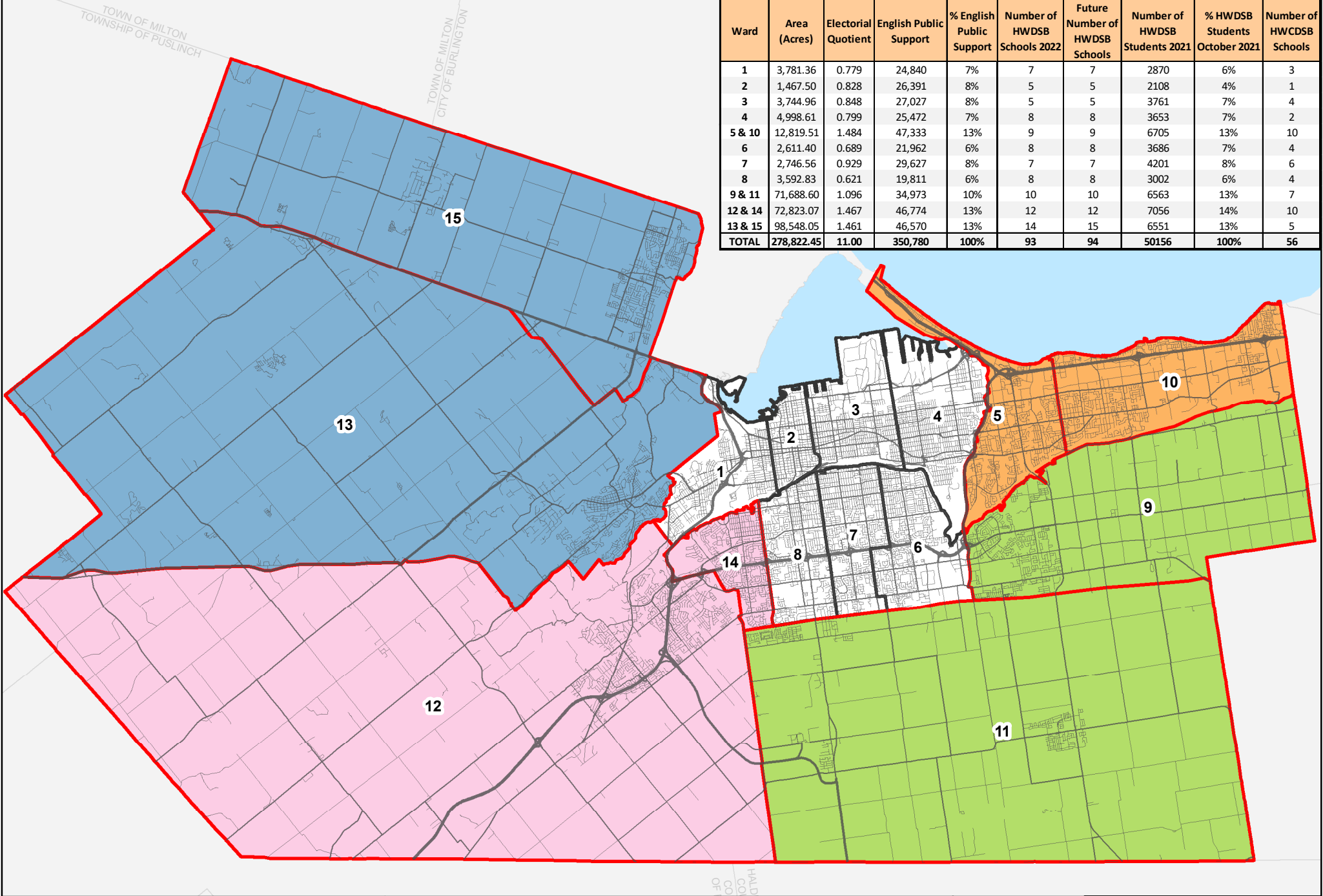
Ward	Area (Acres)	Electoral Quotient	English Public Support	% English Public Support	Number of HWDSB Schools 2022	Future Number of HWDSB Schools	Number of HWDSB Students 2021	% HWDSB Students October 2021	Number of HWDSB Schools
1	3,781.36	0.779	24,840	7%	7	7	2870	6%	3
2	1,467.50	0.828	26,391	8%	5	5	2108	4%	1
3	3,744.96	0.848	27,027	8%	5	5	3761	7%	4
4	4,998.61	0.799	25,472	7%	8	8	3653	7%	2
5 & 10	12,819.51	1.484	47,333	13%	9	9	6705	13%	10
6	2,611.40	0.689	21,962	6%	8	8	3686	7%	4
7	2,746.56	0.929	29,627	8%	7	7	4201	8%	6
8 & 14	7,185.66	1.219	38,876	11%	14	14	5757	11%	9
9 & 11	71,688.60	1.096	34,973	10%	10	10	6563	13%	7
12	69,230.24	0.869	27,709	8%	6	6	4301	9%	5
13 & 15	98,548.05	1.461	46,570	13%	14	15	6551	13%	5
TOTAL	278,822.45	11.00	350,780	100%	93	94	50156	100%	56

Ward Boundary
 Ward Boundary Combination



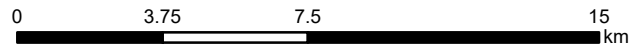
Option B

Planning and Accommodation 2022



Ward	Area (Acres)	Electoral Quotient	English Public Support	% English Public Support	Number of HWDSB Schools 2022	Future Number of HWDSB Schools	Number of HWDSB Students 2021	% HWDSB Students October 2021	Number of HWDSB Schools
1	3,781.36	0.779	24,840	7%	7	7	2870	6%	3
2	1,467.50	0.828	26,391	8%	5	5	2108	4%	1
3	3,744.96	0.848	27,027	8%	5	5	3761	7%	4
4	4,998.61	0.799	25,472	7%	8	8	3653	7%	2
5 & 10	12,819.51	1.484	47,333	13%	9	9	6705	13%	10
6	2,611.40	0.689	21,962	6%	8	8	3686	7%	4
7	2,746.56	0.929	29,627	8%	7	7	4201	8%	6
8	3,592.83	0.621	19,811	6%	8	8	3002	6%	4
9 & 11	71,688.60	1.096	34,973	10%	10	10	6563	13%	7
12 & 14	72,823.07	1.467	46,774	13%	12	12	7056	14%	10
13 & 15	98,548.05	1.461	46,570	13%	14	15	6551	13%	5
TOTAL	278,822.45	11.00	350,780	100%	93	94	50156	100%	56

 Ward Boundary
 Ward Boundary Combination



Option C

Planning and Accommodation 2022