

AGENDA: 6:00 pm

1. Call to Order and Land Acknowledgement
2. O Canada
3. Meeting Roll Call
4. Approval of the Agenda
5. Declarations of Conflict of Interest
6. [Confirmation of the Minutes: October 3, 2022](#)

Reports from Trustee Special Committees:

7. [Program Committee – September 26, 2022](#)
8. [Human Resources – September 27, 2022](#)
9. [Policy Committee – October 5, 2022](#)

Reports from Legislated Committees:

10. [Special Education Advisory Committee – September 28, 2022](#)

Reports from Community Advisory Committees:

11. [French as a Second Language Advisory Committee – September 28, 2022](#)

12. Reports from Committee of the Whole (private) – October 17, 2022

13. Oral Reports from:

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

14. Adjournment

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

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

Trustees: Kathy Archer, Becky Buck, Dawn Danko, Penny Deathe, Cam Galindo, Alex Johnstone, Carole Paikin Miller, Maria Felix Miller, Ray Mulholland, Paul Tut and Elizabeth Wong. Student Trustees Gloria Li and Aisha Mahmoud.

1. Call to Order

Dawn Danko, Chair of the Board, called the meeting to order at 6:16 p.m.

2. Approval of the Agenda:

RESOLUTION #22-127: Trustees Wong/Miller moved: **That the Board agenda be approved.**

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.

3. Declaration of Conflict of Interest

None were declared.

4. Confirmation of the Minutes: September 12, 2022

The minutes of September 12, 2022 were confirmed.

Report from Trustee Special Committees:

5. Finance & Facilities Committee – September 15, 2022

RESOLUTION #22-128: Trustees Galindo/Miller moved: **That the Finance & Facilities Committee Report – September 15, 2022 be received including the Capital Projects Update.**

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.

6. Policy Committee – September 14, 2022

RESOLUTION #22-129: Trustees Miller/Tut moved: **That the Policy Committee Report – September 14, 2022 be approved including:**

- The Trustee Honorarium Policy
- The Human Rights Policy
- The Anti-Black Racism Policy

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.

Trustee Deathe joined the meeting at 6:30 p.m.

7. Audit Committee – September 22, 2022

RESOLUTION #22-130: Trustees Tut/Johnstone moved: **That the Audit Committee Report – September 22, 2022 be approved including:**

- Election of the Chair
- Annual Reports to the Board of Trustees and Ministry for 2021-22

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.

Report from Legislated Committees:

8. Parent Involvement Committee – September 13, 2022

RESOLUTION #22-131: Trustees Buck/Johnstone moved: **That the Parent Involvement Committee Report – September 13, 2022 be received.**

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.

9. Committee of the Whole (private) – October 3, 2022

RESOLUTION #22-132: Trustees Buck/Johnstone moved: **That the Committee of the Whole Report from October 3, 2022 be approved including:**

- **That the Finance & Facilities Committee report from September 15, 2022 be approved including that: The following properties have been identified as holding properties in the Board's Property Strategy: Sir Isaac Brock, Sir John A. MacDonald, Hill Park Learning Centre and Ancaster High School.**
- **That the Audit Committee report from September 22, 2022 be approved including the external audit plan for 2021-22.**

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.

Trustee Buck assumed the role as Chair.

10. Written Notice of Motion: Chair Danko re: Strategic Directions

Submitted by Trustee Dawn Danko

Monday, October 3, 2022

Whereas September is focused on start-up, re-building routines and re-organization is scheduled in early October; and

Whereas the system is working on supporting students and staff following the pandemic; and

Whereas a ThoughtExchange centers around a single question, welcoming feedback that is directed by the respondents. As such, ideal timing for a ThoughtExchange on overall Strategic Directions would be later in the school year; and

Whereas the new Director of Education is committed to working with the next Board of Trustees on the Strategic Directions, but is supporting stability for the system over the coming months by focusing on our current Strategic Directions in the interim; and

Whereas the current Board of Trustees dissolves as of November 15, 2022; and

Whereas a ThoughtExchange relating to the Strategic Directions could create unnecessary confusion and uncertainty at this time.

Be it resolved:

That RESOLUTION # 22-103 the ThoughtExchange for Strategic Directions begin in September 2022 once a new Director of Education is in place be rescinded.

RESOLUTION #22-133: Trustees Danko/Johnstone moved: **That RESOLUTION # 22-103 the ThoughtExchange for Strategic Directions begin in September 2022 once a new Director of Education is in place be rescinded.**

CARRIED

Student Trustees Gloria Li and Mahmoud voted in favour.
Trustee Mulholland was not present for the vote.

Trustee Danko resumed the role as Chair.

Oral Reports from:

A. City/School Board Liaison Committee

There is nothing to report at this time. The next meeting will be held once the election has taken place.

B. Hamilton-Wentworth Home & School Association

The Committee met in September where they received a presentation from the Roots of Empathy. Members of the Association shared updates.

C. Hamilton Foundation for Student Success (HWDSB Foundation)

There is nothing to report at this time. The next meeting is on October 12, 2022.

D. Ontario Public School Boards' Association (OPSBA)

An update was received on the following items:

- National Day for Truth and Reconciliation
- On October 6, 2022 OPSBA is hosting a panel discussion on Municipal and School Board Elections
- Voting Information
- Rowan's Law Day – Wednesday, September 28, 2022

The meeting adjourned at 7:01 p.m.

The recording of the Board meeting can be found here:

https://hwdsbonca.sharepoint.com/sites/tv_trustees/layouts/15/stream.aspx?id=%2Fsites%2Ftv%5Ftrustees%2FVideos%2F2022%2D2023%2F02%20October%2FBoard%20Mtg%20October%202022%2Emp4&ga=1

COMMITTEE REPORT

Presented to: Board

Date of Meeting: October 17, 2022

From: Program Committee

Date of Meeting: September 26, 2022

The committee held a meeting through MS TEAMS from 5:32 p.m. to 6:03 p.m. on September 26, 2022 with Trustee Becky Buck presiding.

Members virtually present were: Trustees Kathy Archer, Becky Buck (Chair) and Penny Deathe. Regrets were received from Trustee Maria Felix Miller.

MONITORING ITEM:**A. Summer Learning Program 2021-2022 Report**

Staff provided an update on the Summer Learning Program 2021-2022. There were more than 8000 students over the course of the summer who participated in summer learning programming at HWDSB including students from Kindergarten to Grade 12. There were three separate division programming:

- Camp Power and Camp Climb
- Specialized Services Camp
- Continuing Education Programs

Camp Power and Camp Climb

- 788 Students participated
- Camp Power focused on reading for kindergarten to grade one.
- Camp Climb focused on reading and mathematics for grade two to grade six.
- Both camps included:
 - Nutrition programs
 - Family Engagement
 - Professional Development for staff
 - Engaging students through physical activity, inquiry learning, experiential learning and the Arts

Specialized Services Camp

- 251 Students Participated
- Specialized Services provided seven different summer learning programs addressing needs including:
 - Developing skills for secondary school
 - Improving reading skills
 - Learning to use assistive technology in the classroom
 - Developing communication and social skills, as well as self-regulation and problem-solving skills

Continuing Education Programs

- 7300 Students participated
- This program supported students to:
 - Earn more than 2000 credits
 - Be better prepared for the transition to secondary school
 - Develop learning skills for greater success in school
 - Develop their skills in a language other than English
 - Improve their acquisition of English as a second or additional language
 - Earn co-operative education credits

Respectfully submitted,
Becky Buck, Chair of the Committee

COMMITTEE REPORT (Public)

Presented to: Board

Meeting Date: October 17, 2022

From: Human Resource Committee

Meeting Date: September 27, 2022

The committee held a meeting September 27, 2022 - from 5:37 p.m. – 6:23 p.m. via MS Teams, Hamilton, Ontario, with Penny Deathe presiding.

Members present were: Trustees Penny Deathe (Chair), Maria Felix Miller and Elizabeth Wong.

INFORMATION ITEM(S):

A. Staffing and Recruitment Update

Staff provided an update regarding the ongoing effort to recruit, hire and onboard new employees for occasional positions to maintain healthy pools of staff to minimize unfilled jobs. Since September 1, 2021, the division has hired 783 new employees between all employee groups. This brought the total number of employees working at the Hamilton-Wentworth District School Board to 8,526.

Staff further reviewed our fill rates for the first three weeks of September.

B. Employee Support and Wellness Attendance Report

Staff provided the committee with an update on employee attendance. For the duration of September 1, 2021 to August 31 2022, the average permanent Board employee utilized 14.49 personal illness days. Relative to September 1, 2020 to August 31, 2021, this is increase of 1.31 days. Staff reported a greater number of COVID-19 related absences relative to the various waves of the pandemic in the previous school year.

Staff reviewed the launch of a new Staff Wellness Program. As part of this launch, the Board introduced staff to a new Employee and Family Assistance Program (EFAP) through Homewood Health Inc. A Strategic Wellness Advisory Committee with cross-sectional representation from all employee groups has been established.

C. Employee Equity Audit Action Plan – Phase 3 Monitoring Update

Staff provided the committee with an update regarding the Employment Equity Audit Action Plan. Staff have completed 46 of the recommendations to date. Many of these 46 recommendations are further identified as 'on-going' and are a part of our regular Board practices and procedures. In addition, a further 22 recommendations are in progress to be implemented in the 2022-2023 school year.

Aligned to the Ontario Human Rights Code, staff completed a focus recruitment process for Black and Racialized Elementary and Secondary occasional teachers. In total, 18 teachers were hired through this process. A second focus recruitment job posting for Black and Racialized Elementary and Secondary Principal and Vice Principal Pool is currently ongoing. Staff will continue focused recruitment programs during this school year.

Respectfully Submitted,
Penny Deathe, Chair of the Committee

COMMITTEE REPORT

Presented to: Board

Date of Meeting: October 17, 2022

From: Policy Committee

Date of Meeting: October 5, 2022

The committee held a meeting from 5:30 p.m. to 6:06 p.m. on October 5, 2022, with Trustee Miller presiding.

Members present were: Trustees Kathy Archer, Becky Buck, Dawn Danko and Maria Felix Miller.

ACTION ITEMS:

A. Board and School Cancellation of Operations Policy (formerly: Inclement Weather)

The Committee considered the Board and School Cancellation of Operations Policy. The committee had previously requested that the policy come back with some revisions around heat alerts or heat events. The policy outlines different reasons that the Board might cancel operations or an individual school cancellation of operations. Extreme temperature includes but is not limited to extreme cold weather with wind chill or extreme hot weather with high humidex. The committee asked staff to research how to measure high heat/humidity in classrooms (with costing for a standardized device across the board for measurement) as there is a need to understand actual classroom climates.

On motion of Trustee Archer, the Policy Committee recommends **the approval of the Board and School Cancellation of Operations Policy as amended.**

CARRIED

Respectfully submitted,
Maria Felix Miller, Chair of the Committee



Board and School Cancellation of Operations

Date Approved: XXXX

Projected Review Date: XXXX

Page 1 of 3

PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) is committed to ensuring the safety and well-being of all students and staff. Emergency condition which may include inclement weather, extreme temperature, a safe schools emergency, or a City of Hamilton emergency may occasionally result in the delay or cancellation of transportation services and/or the closure of schools.

GUIDING PRINCIPLES:

- The decision to close schools and/or cancel board operations shall be at the discretion of the Director of Education or designate.
- The decision to cancel student transportation services will be made by the Director of Education or designate in consultation with the Director of Hamilton-Wentworth Catholic District School Board and the General Manager of the Hamilton-Wentworth Student Transportation Services (HWSTS).
- Decisions are made in interests of safety for students, staff and bus drivers.
- HWDSB covers a large geographic size that may experience varied weather patterns. HWDSB will make system-wide decisions regarding transportation or closure of schools and board operations, except in the case of extreme temperature and emergencies as defined in the terminology section.
- HWDSB will communicate the cancellation of regular transportation services and/or the closure of schools and board operations, due to inclement weather, extreme temperature, emergency condition, a safe schools emergency, City of Hamilton emergency, or any other reason. HWDSB will share this communication with parents, students and staff.
- Parents/guardians, may, at their own discretion, always choose whether it is safe for their children to attend school.

INTENDED OUTCOMES:

To ensure the safety of students, staff, bus drivers and other building occupants where events result in instances of inclement weather, extreme temperature, emergency condition, safe schools emergency or City of Hamilton emergencies.

RESPONSIBILITY:

Director of Education or designate



Board and School Cancellation of Operations

Date Approved: XXXX

Projected Review Date: XXXX

Page 2 of 3

TERMINOLOGY:

City of Hamilton Emergency: Any situation within the city limits of Hamilton where the City of Hamilton has officially invoked its Emergency Plan.

Emergency Condition: A breakdown in essential services, such as, but not limited to hydro, heat and/or water, or other conditions whereby the safety of students, staff and other building occupants would be compromised.

Extreme Temperature: Weather that does not warrant the declaration of an inclement weather day. Extreme temperature includes but is not limited to, extreme cold weather with wind chill or extreme hot weather with high humidex.

Inclement Weather: A day where road or weather conditions make it dangerous to safely operate a school bus or private vehicle.

Safe Schools Emergency: A situation where the safety of students and staff is at risk because of a serious violent threat or violent incident that is ongoing.

ACTION REQUIRED:

The decision to cancel school and Board administrative operations is difficult to make. Therefore, the decision to remain open or to close is always made with the safety and security of students, staff and bus drivers in mind. Inclement weather days will always result in cancellation of school and board operations, as well as transportation.

Board staff will maintain procedures surrounding:

- The decision to cancel all school and board operations and transportation;
- The decision to cancel individual school or board operations;
- The decision to cancel individual school operations due to extreme hot weather with high humidex.
- The decision to cancel transportation due to extreme cold temperatures.



Board and School Cancellation of Operations

Date Approved: XXXX

Projected Review Date: XXXX

Page 3 of 3

PROGRESS INDICATORS:

Intended Outcome	Assessment
To ensure the safety of students, staff, bus drivers and other building occupants where events result in instances of inclement weather, extreme temperature, emergency condition, safe schools emergency or City of Hamilton emergencies.	This policy will be monitored through the Hamilton-Wentworth Student Transportation Services annual Transportation Consortium Update provided to the Board of Trustees each fall. The Director or designate will communicate board or school closures to the Board of Trustees annually to stakeholders.

REFERENCES:

Government Documents

Education Act – 19(1)

Committee Report

Presented to: Board

Meeting Date: October 17, 2022

From: Special Education Advisory Committee (SEAC)

Meeting date: September 28, 2022

The Committee held a meeting on Wednesday, September 28, 2022, beginning at 5:41 pm ending at 7:09 pm, with Chair Judy Colantino presiding.

Present

Cecile Santos-Ayrault, Association of Bright Children of Ontario, Julie Armstrong, Learning Disabilities Association of Halton-Hamilton, Judy Colantino, Down Syndrome Association of Hamilton, SEAC Chair, Lindsay Bray, McMaster Children's Hospital Developmental Pediatrics and Rehabilitation Portfolio, Lita Barrie, VOICE for Hearing Impaired Children, Lynn Vanderbrug, Lynwood Charlton Centre, Melanie Roberts, Association of Bright Children of Ontario (Alternate)

Regrets

Alex Johnstone, Trustee, Wards 11 & 12, Mark Courtepatte, FASD Parent & Caregiver Support Group, SEAC Vice-Chair, Michelle Campbell, Autism Ontario (Central West Chapter), Penny Deathe, Trustee, Ward 15, Susi Owen, CNIB Hamilton and Niagara, Tracy Sherriff, Community Living Hamilton

INFORMATION ITEMS:

A. Introduction of Director of Education and Secretary of the Board

Judy Colantino introduced and welcomed Sheryl Robinson Petrazzini to the meeting

B. COVID-29 Update

Matthew Kwan, Manager, Occupational Health and Safety provided an update to the Committee

- We continue to follow the Ministry of Education's direction for the 2022-23 school year's Health and Safety Measures in Schools, while also continuing to collaborate with Hamilton Public Health Services (HPHS)
- Although not required for students, staff, or visitors, HWDSB will remain a mask-friendly environment for 2022-23
- Isolation criteria continues to evolve as it has throughout the pandemic - the latest changes are reflected in the provincial school screening tool

C. International Day of Persons with Disabilities-United Nations

Trish Woehrle, Specialized Services Learning Consultant, Meredith Strongman, Specialized Services Learning Consultant, Vanessa Petz, Head of Learning Resources Dept. Saltfleet, Emily O'Hagan, Specialized Services Learning Consultant presented an overview of the resources available to staff

- The International Day of Persons with Disabilities was started by the United Nation in 1992. It is observed annually on December 3 and aims to promote the rights and well-being of persons with disabilities in all spheres of society
- HWDSB has created an online repository of resources for school staff in primary/junior, intermediate and secondary setting. The resources include announcements, lesson plans with slide decks, book, and resource recommendations. Topics of discussion include human diversity, human rights, ableism, inclusion, and allyship
- The repository is meant to support schools to start conversations, create opportunities to learn from the lived experiences of those with disabilities and celebrate their accomplishments

D. MEMBERS' UPDATE

Mark Courtepatte, FASD Parent & Caregiver Support Group, SEAC Vice-Chair (via Judy Colantino)

- This year we have received funding approval from Health Nexus as well as the Ontario Caregiver Organization - our plan is to have a FASD Conference early next year
- The full day conference will be a hybrid (live in-person and via webinar)
- We again will be collaborating with the Halton FASD Support Group as they have the same dual funding
- The last time we did a live conference collaborating with the Halton Group was in spring 2019 and it sold out in 5 days with a wait list of close to a 100 people

Tracy Sherriff, Community Living Hamilton (via Judy Colantino)

- Community Living Hamilton is sponsoring Shelley Moore on Oct. 12 for two sessions at Courtyard Marriott

Julie Armstrong, Learning Disabilities Association of Halton-Hamilton

- LDAHH is supporting HWDSB with after school tutoring program
- We are providing free online workshops for parents on IEPs

Judy Colantino, Down Syndrome Association of Hamilton, SEAC Chair

- 2022 Hamilton Walk for Down Syndrome was held on Sept. 25th – we raised over \$110,000

Cecile Santos-Ayrault, Association of Bright Children of Ontario

- Attended Gifted Programming Information Night with parents of potential students

Superintendent's Update: Peggy Blair, Superintendent of Specialized Services

The Ministry of Education issued a call for proposals to prevent and remove systemic barriers that students with disabilities face including attitudinal ones – a requirement of each proposal for district school boards was a commitment to sustainability beyond the one-time funding provided by the Ministry of Education. The following three proposals were approved:

- Interdisciplinary Studies Course: to develop and offer Disability Studies
- Allyship Day: to promote disability pride and social inclusion
- Transition Navigation: to establish a partnership with a local post-secondary organization to ensure that students receive necessary accommodations for success as they move to the next stage of their career

October SEAC meeting will be on October 13 – Shelley Moore will be presenting to SEAC. Brief SEAC meeting 5:30-5:55 pm – Shelley Moore 6:00-8:00 pm – details will be sent out.

Respectfully submitted by Judy Colantino,
SEAC Chair

Committee Report

Presented to: Board

Meeting date: October 17, 2022

From: French as a Second Language Advisory Committee

Meeting date: September 28, 2022

The committee held a meeting on Wednesday, September 28th, 2022, via TEAMS from 6:30 to 8:30 pm, chaired by Jason Arsenault

Members present: Jason Arsenault, Alyssa Shuker, Telex Ngatched, Rachelle Chaisson, Maryam Butt, and Audrey Bieling. Member absent: Leila Haddad, Amy Lewis, and Shade Okafo.

Regrets: Jason Galea and Kristina McGill.

MONITORING ITEMS:

A. Review of Mandate and Terms of Reference for Advisory Committees

Staff provided an overview of the committee's mandate and its terms of reference within the Trustee's Handbook.

B. Committee Membership and Selection of Chair(s)

Staff outlined the random selection process used to select new members of the committee prior to the meeting. The new members for 2022-23, on two-year terms, are: Jason Arsenault, Alyssa Shuker, and Telex Ngatched. Three additional committee members will need to be confirmed prior to the November meeting. Jason Arsenault was acclaimed as chairs for 2022-23. These appointments are pending Board approval in November.

C. Work Plan Development

The committee developed a tentative work plan for the remaining 4 meetings that included sessions where the committee could learn more about and provide advice on the following topics:

- The HWDSB French as a Second Language program model and the *Diplôme d'études en langue française*
- French as a Second Language Teacher Recruitment and Retention
- French as a Second Language student achievement and French Immersion retention
- French as a Second Language programming and special education supports and services

The November meeting will focus on the HWDSB 3-Year FSL Plan and the HWDSB Program Model.

D. Updates

Canadian Parents for French provided an update on its after-school programming.

Staff provided an update on Remote Learning, Grade One French Immersion enrollment (560 students), digital resources in HWDSB schools, and *Diplôme d'études en langue française*.

Respectfully submitted,
Jason Arsenault, Chair