

AGENDA: 6:20 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: May 26, 2025

Reports from Trustee Special Committees:

7. Finance & Facilities – May 27 and June 3, 2025
8. Policy – May 29, 2025
9. Human Resources – June 2, 2025

Reports from Legislated Committees:

10. Parent Involvement Committee – May 13, 2025

Reports from Community Advisory Committees:

11. Human Rights & Equity – May 28, 2025
12. Report from Committee of the Whole (Private) – June 9, 2025
13. Oral Reports from Liaison Committees:
 - A. City/School Board Liaison Committee
 - B. Hamilton-Wentworth Council of Home & School Associations
 - C. Hamilton Foundation for Student Success
 - D. Ontario Public School Boards' Association (OPSBA)
14. Adjournment

Trustees: Kathy Archer*, Becky Buck, Sabreina Dahab, Dawn Danko, Amanda Fehrman, Maria Felix Miller, Graeme Noble^(R), Paul Tut, Todd White, Elizabeth Wong*. Student Trustees Oluwafikunayomi (Fikun) Alabi, Victoria Li, and Shakowennakara:tats Daunte Hillen.

*electronic participation, ^(R) regrets

1. Call to Order

Chair Miller called the meeting to order at 6:04 p.m.

2. Approval of the Agenda

Trustees Tut/Fehrman moved that the agenda be approved.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

3. Confirmation of the Minutes

RESOLUTION #25-44: Trustees Dahab/White moved that the Minutes from May 5, 2025, be confirmed.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

4. Correspondence: D. Jerome, OSSTF D21 re: Public Education

RESOLUTION #25-45: Trustees White/Danko moved that the correspondence from OSSTF D21 regarding Public Education funding be referred to the Finance and Facilities Committee for further review with the identification of gaps and needs for students once core education funding is reviewed.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

5. Policy Committee

RESOLUTION #25-46: Trustees Dabab/Tut moved that the Policy Committee report from May 1, 2025, be approved including Occupational Health & Safety Policy, Workplace Violence & Harassment Prevention Policy and Whistleblower Policy.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

6. Finance & Facilities Committee

RESOLUTION #25-47A: Trustees White/Danko moved that the following clause be added regarding Bernie Custis

- That staff be directed to engage with the City of Hamilton in identifying alternative parking options for Bernie Custis Secondary School.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

RESOLUTION #25-47B: Trustees White/Danko moved the following amendment to bullet c (bold)

- That staff be directed to first engage with the **City of Hamilton regarding the heritage status of the King George site, and then follow up with the Ministry of Education** to determine the feasibility of purchasing the property known as King George School, for the purpose of constructing an artificial turf field, and report back with findings.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

Resolution # 25-48: Trustees Tut/Buck moved that the Finance & Facilities Committee from May 6, 2025, be approved, including:

Bernie Custis Secondary School Outdoor Space *as amended*

- a. That staff be directed to work with City staff to determine the feasibility of constructing an artificial turf green space in partnership with the City on the existing greenspace immediately adjacent to Bernie Custis Secondary School, which is owned and maintained by the City, and report back.
- b. That staff be directed to engage with City staff to determine the feasibility of Bernie Custis Secondary School being an equal tenant user of Tim Horton's Field, and report back.
- c. That staff be directed to first engage with the **City of Hamilton regarding the heritage status of the King George site, and then follow up with the Ministry of Education** to determine the feasibility of purchasing the property known as King George School, for the purpose of constructing an artificial turf field, and report back with findings.
- d. **That staff be directed to engage with the City of Hamilton in identifying alternative parking options for Bernie Custis Secondary School**

Capital Budget

- That the 2025-2026 Capital Budget be approved at a total of amended number \$95,328,000.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

7. Governance Committee

RESOLUTION #25-49: Trustees Buck/White moved that the Governance Committee report from May 12, 2025, be approved including the Board Meeting Dates for 2025-2026 and the Trustee Professional Development Schedule for 2025-2026 be approved including a Trustee/Executive Council Retreat and Information Sessions on Finance, Policy Development and Support Departments (Facilities Services, Information Technology, Human Resources, Indigenous Education and Continuing Education).

2025	2026
September 8 (Tentative Board Meeting Date)	January 12, 26
September 29	
October 6, 27	February 9, 23
November 17 (Organizational Board), 24	March 9, 30
December 8 (Tentative Board Meeting Date)	April 13, 27
December 15	May 11, 26
	June 8, 15
	June 22 (Tentative Board Meeting Date)

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

8. Special Education Advisory Committee (SEAC)

RESOLUTION #25-50: Trustees Danko/Fehrman moved that the Special Education Advisory Committee report from April 30, 2025, be received.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

9. Rural Schools Advisory Committee

RESOLUTION #25-51: Trustees Fehrman/Buck moved that the Rural Schools Advisory Committee report from April 30, 2025, be received.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

10. Terms of Reference: Joint City of Hamilton and Hamilton-Wentworth DSB Liaison Committee

RESOLUTION #25-52: Trustees Danko/Buck moved that the Joint City of Hamilton and Hamilton-Wentworth District School Board Liaison Committee Terms of Reference be approved.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen voted in favour.

11. Student Trustees' and Shakowennakara:tats report

Shakowennakara:tats Hillen provided a verbal update:

- May 25, 2025, was International Missing Children's Day – a powerful reminder of the urgent need for justice, accountability and healing. Continued advocacy is needed for systemic change, to support impacted families and ensure that indigenous children are protected, honoured never forgotten.
- Recently attended OSTA-AECO conference and was elected as next years Chair to the Indigenous Student Trustee Council.

Student Trustees Alabi and Li provided a verbal update:

- May 23-25th attended the OSTA-AECO conference alongside current and incoming student trustees. Discussions highlighted many actionable steps and shared strategies to support student mental health and diverse education contexts.
- OSTA-AECO is currently working on a 2025-2026 student trustees handbook to guide them on how to advocate for equity, diversity and inclusion within their school boards.
- Student Senate currently working on mental health initiatives as well as a student senate handbook in preparation for the following school year – aiming to provide stronger foundation for student leaders and prioritize wellness as a key focus.

12. Director's Report

Sheryl Robinson Petrazzini presented the [Director's Report](#) and highlighted the following:

- **Growing Together at HWDSB:** visits to Sir William Osler, Greensville, Billy Green, Orchard Park
- **Continuous Learning – Community voice:** currently receiving feedback on the 2025 Program Strategy Review survey
- **Continuous Learning – Principal and Vice Principal:** launched the second part of the HWDSB Brand – BE YOU. BE EXCELLENT so students can flourish while being authentically themselves.
- **History is made at HWDSB:** Shai Gilgeous-Alexander (former student at Sir Allen McNab) as he was named NBA MVP and was honoured by the school with a mural.

13. Chair's Report

Chair Miller acknowledged and thanked D. Jerome for writing the correspondence letter re: Public Education, and to staff and students that participated in the learning for trustees related to Mental Health in Schools. The Chair also thanked trustees for the ongoing work with their councillors and encouraged them to reach out to invite their new MPP's and continue building relationships with different levels of government.

On behalf of the Board and Staff, Chair Miller congratulated Shakowennakara: tats Hillen on his recent election as Chair to the Indigenous Student Trustee Council with OSTA-AECO.

The meeting adjourned at 7:42 p.m.

Reference: [Agenda Package](#) and [Recording](#)

COMMITTEE REPORT

Presented to: Board

Date of Meeting: June 9, 2025

From: Finance and Facilities Committee

Date of Meeting: May 27, 2025

The committee held a hybrid meeting on May 27, 2025, at 6:02 pm with Trustee Paul Tut presiding.

Members present: Trustees Amanda Fehrman, Kathy Archer* and Maria Felix Miller*. Also in attendance: Trustees Todd White*, and Abby Zaitley*

*electronic participation, ^(R)regrets

ACTION ITEMS:

A. 2025 – 2026 Childcare License Rate Update

Staff provided an update on the current childcare license fee which has remained unchanged since 2015-2016. The benchmark for operating costs is set annually by the Ministry of Education and used to calculate the annual school operations allocation. Staff have met regularly throughout the year with childcare partners and City of Hamilton representatives to understand the operational challenges and seek opportunities to enhance the partnership.

On the motion of Trustee Amanda Fehrman, the Finance and Facilities Committee **RECOMMENDS that the existing childcare per square foot license rate of \$7.60 be maintained for the 2025-2026 school year.**

On the motion of Trustee Maria Felix Miller, the Finance and Facilities Committee **RECOMMENDS that staff examine increasing the childcare license rate for the 2026-2027 school year and that staff provide a status update on conversations with childcare operators prior to a rate recommendation coming to the Finance and Facilities committee in late winter.**

CARRIED

B. 2025-2026 Community Use of School Rental Rates

Staff presented the proposed 2025-2026 rental rates using the Cost Recovery Model previously approved by Trustees. Rates are calculated by increasing the 2024-2025 rate for each space by the annual average Consumer Price Index (CPI) of 2.4%.

On the motion of Trustee Amanda Fehrman, The Finance and Facilities Committee **RECOMMENDS that the proposed 2025-2026 rental rates* be approved.**

CARRIED

*Rates in Table 2: Proposed Hourly Space Rates for 2025-2026 School Year

MONITORING ITEMS:

C. Interim Financial Status Report – April 30, 2025

Staff provided an interim financial status update which consists of enrolment, staffing, and financial information. The current status shows an increase in projected revenue of \$5,363,233.00 based on current interest rates and receipt of responsive education program funding and an anticipated decrease in CORE education funding due to an enrolment deduction. Expenses are projected to increase by the same amount. The forecast for spending as of August 31, 2025 based on expenditures and revenue as of April 30, 2025 is balanced and no surplus or deficit is projected.

D. 2025-2026 Budget Update: Group B – Facilities and Transportation

Staff provided information about the Student Transportation Fund (STF) and School Facilities Fund (SFF) which form group B of the CEF model. The projections presented include an increase of \$508,065.00 or 2.3% related to STF as a result of benchmark salary costs, increase in transportation services and an increase in provincial & demonstration schools, with the latter offset by Ministry funding. SFF is projected to increase by \$2,071,312.00 or 3.5% over revised estimates mainly related to benchmark salary and benefits, 2% increase to maintenance & custodial supplies and 5% increase in insurance. The report presented by staff was created prior to receiving the CORE Education Funding (CEF) on Friday May 23, 2025 and subsequently will be updated.

E. 2025-2026 Core Education Funding Update

Staff shared a high-level presentation on Core Education Funding and provided an update that on May 23, 2025, the Core Education Funding for the 2025-2026 school year was released to the sector. Staff are currently working to develop a budget that reflects the Multi-Year Strategic Plan, Board Improvement Plan, Guiding Principle and Budget Consultation Feedback obtained earlier this year. Further reports will be shared with the committee in the next couple of weeks.

F. 2025 Long-Term Facilities Plan

Staff presented the Long-Term Facilities Plan update as information only. This document helps provide the framework for decision making and guides staff through the Capital Plan, Maintenance and Accommodations Strategy Schedule.

Respectfully submitted,
Paul Tut, Chair of the Committee

Table 2: Proposed Hourly Space Rates for 2025-2026 School Year

Proposed Hourly Space Rates for 2025-2026				
Space Type	Non-profit with no subsidy	Non-profit adult group with subsidy (50%)	Non-Profit youth group with subsidy (75%)	Business Enterprise/ Commercial 150%
Gym Premium (7,900 sq ft+)	\$102.59	\$51.30	\$25.65	\$153.89
Gym Class 1 (6,000 to 7,899 sq ft)	\$76.95	\$38.48	\$19.24	\$115.43
Gym Class 2 (4,000 to 5,999 sq ft)	\$58.62	\$29.31	\$14.66	\$87.94
Gym Class 3 (3,000 to 3,999 sq ft)	\$40.83	\$20.41	\$10.21	\$61.24
Gym Class 4 (less than 2800 sq ft)	\$27.49	\$13.75	\$6.87	\$41.24
Classroom	\$10.13	\$5.06	\$2.53	\$15.19
Learning Commons - Elementary	\$20.61	\$10.31	\$5.15	\$30.92
Learning Commons - Secondary	\$51.61	\$25.80	\$12.90	\$77.41
Cafeteria	\$59.02	\$29.51	\$14.76	\$88.54
Auditorium Class 1	\$121.09	\$60.54	\$30.27	\$181.63
Auditorium Class 2	\$84.75	\$42.37	\$21.19	\$127.12
Auditorium Class 3	\$57.36	\$28.68	\$14.34	\$86.05
Auditorium Class 4	\$38.23	\$19.11	\$9.56	\$57.34
No Subsidy Available				
Artificial Turf	\$123.75			
Natural Turf	\$49.49			
Unimproved Field	\$5.25			
Track - Not Available outside of Turf Rental	\$5.25			
Parking Lot	\$5.25			

COMMITTEE REPORT

Presented to: Board

Date of Meeting: June 9, 2025

From: Finance and Facilities Committee

Date of Meeting: June 3, 2025

The committee held a hybrid meeting on June 3, 2025, at 6:10 pm, with Trustee Paul Tut presiding.

Members: Trustees Amanda Fehrman, Kathy Archer*, Maria Felix Miller^(R) and Paul Tut.

Also in attendance: Trustees Becky Buck*, Todd White* and Abby Zaitley*.

*Electronic participation, ^(R) Regrets

ACTION ITEMS

A. Delegation: Westmount Athletic Facility

The committee received a delegation from Westmount Secondary School, regarding the current conditions of the sports field that students have access to which is a local park owned by the City of Hamilton.

On the motion of Trustee Amanda Fehrman, the Finance and Facilities Committee RECOMMENDS That the committee receives the delegation and refer the matter to staff to report back to the committee in the fall with information on field options for Westmount including any outstanding commitments made by the previous Ward Councillor.

CARRIED.

B. Notice of Motion: Gym Expansion at Queensdale Elementary School

Trustee Fehrman presented her Notice of Motion regarding the Gym Expansion at Queensdale Elementary School, highlighting the following:

- Due to the growing needs of the school student population, there are limited opportunities to deliver the full curriculum and accommodate school-wide events
- The Board previously approved a gym expansion; however, funding was not approved due to eligibility criteria through the Capital Projects submission process.
- The Board has applied to use Proceeds of Disposition for the gym expansion; however, approval has not been received by the Ministry.

On the motion of Trustee Fehrman, the Finance & Facilities Committee recommends that staff provide an updated report on the projected costs of a gymnasium expansion at Queensdale Elementary School, including any changes to site plans, costing assumptions, or Ministry funding eligibility, and report back at the first Finance & Facilities Committee meeting of the 2025–2026 school year.

CARRIED.

Refer to Appendix A

MONITORING ITEMS

C. Capital Projects Construction Update Report

Staff presented the quarterly updated summary of all the capital projects in various phases. Staff continue to deliver a number of capital projects, which include school renewal works and new school construction projects.

D. 2025-2026 Budget Estimates

Staff presented the report which provided an overview of the operating revenues for the 2025-2026 budget year. The 2025-2026 revenue through Core Education Funding is estimated to be increased by 2.8% from the previous fiscal year, however this is mostly absorbed by increases in salary and benefits as a result of provincial central bargaining.

Respectfully submitted,
Paul Tut, Chair of the Committee

Reference: [Committee Package](#) and [Recording](#)

NOTICE OF MOTION: Gym Expansion at Queensdale Elementary School

Submitted by: Amanda Fehrman

WHEREAS physical education and access to adequate indoor space are essential components of student health, well-being, and academic success;

WHEREAS the existing gymnasium facilities at Queensdale are undersized, due to the growing needs of the school student population, and limit opportunities to deliver dynamic curriculum, accommodate school-wide events, and support equitable opportunities for all students;

WHEREAS previous submissions as a Capital Project have been unsuccessful due to the Ministry of Education eligibility criteria for capital projects, where gym expansions of this nature does not meet the criteria;

WHEREAS a gymnasium expansion has been previously approved by the Board of Trustees, was designed with a site plan, but has not received Ministry approval to use Proceeds of Disposition; and

WHEREAS the recent election of a new local Hamilton Mountain MPP presents an opportunity to re-engage provincial partners on this project.

THEREFORE BE IT RESOLVED that staff provide an updated report on the projected costs of a gymnasium expansion at Queensdale Elementary School, including any changes to site plans, costing assumptions, or Ministry funding eligibility, and report back at the first Finance & Facilities Committee meeting of the 2025–2026 school year.

COMMITTEE REPORT

Presented to: Board

Date of Meeting: June 9, 2025

From: Policy Committee

Date of Meeting: May 29, 2025

The committee held a hybrid meeting on May 29, 2025, at 6:00 pm with Trustee Dahab presiding.

Members: Trustees Kathy Archer*, Sabreina Dahab, Maria Felix Miller, Graeme Noble and Abby Zaitley. Also in attendance was Trustee Todd White*.

* electronic participation, ^(R) regrets

ACTION ITEMS(S):

A. Volunteer

Staff have reviewed the policy following completion of the consultation. Staff have made updates to language in the policy made include modelling our board's values and treating all others in accordance with these values and minimizing barriers for volunteers. Staff also received feedback that will be considered when reviewing the procedure for this policy. The Committee asked staff to add language related to non-parent volunteers (community members) and to add language related to the recruitment, selection and non-staff volunteers and supervision of activities.

On the motion of Trustee Miller, the Policy Committee recommends that **the Volunteer policy be approved as amended.**

CARRIED

MONITORING ITEM(S):

B. Boundary Review

Staff have reviewed the policy as part of the review cycle, noting that minor changes were made to language related to the Long-Term Facilities Plan (LTFP) and engagement strategies, which are in alignment with other Facility Policies. The Committee requested that staff include additional language that would specifically highlight the trustee's role as a critical component of the boundary review process.

The Policy Committee has requested that the Boundary Review policy return to the committee for further discussion in the fall.

C. Student Behaviour and Bias-Free Progressive Discipline

Staff have reviewed the policy following completion of the consultation. Staff noted for the committee that the feedback received clarified and strengthened key commitments, updated language to be more actionable, equitable and transparent. Voices from students and the community helped to influence how implementation is framed, and the policy now reflects real-world needs and values across HWDSB.

The Committee expressed appreciation to staff for their hard work on bringing this forward and asked for additional edits to the language throughout the policy, including adding "language accessibility" under Guiding Principles, and to expand on the language around Student Voice and Equity. The Committee also asked staff to consider adding the Code of Conduct as an appendix.

Staff will review the collective feedback received and return in the fall with further revisions.

Respectfully submitted,
Sabreina Dahab, Chair of the Committee

Reference: [Committee Package](#), [Recording](#), [Presentation](#)

Volunteer

Date Approved: XXXX

Projected Review Date: XXXX

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PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) recognizes, values, supports and expects the involvement of school volunteers to enhance all aspects of school life for the benefit of students and school communities. HWDSB believes that volunteer contributions enrich student educational experiences and contribute to more effective partnerships between a school and its community. HWDSB believes the community has valuable experience, knowledge and insight that benefits all students, contributing to student success and more effective partnerships between a school and its community.

GUIDING PRINCIPLES:

HWDSB has a respectful and reciprocal relationship with our volunteers, characterized by:

- Helping volunteers support the activities of the school while respecting the Code of Conduct, all policies and collective agreements and not replacing the roles of HWDSB staff.
- Modelling our school board's values and treat all others in accordance with these values.
- Recognizing and fostering the contributions of individuals and groups to the learning process.
- Recognizing that volunteers from a diversity of lived experiences can enrich the school community and student experience.
- Minimizing barriers to enable parents, guardians, caregivers, and community members to fully participate to the best of their abilities as volunteers.
- Caring, collaborative, and cooperative relationships.
- Fostering interaction between and among the school community, parents, guardians, caregivers, and community members.
- Providing a caring and safe environment that recognizes the rights and dignity of all persons to be treated respectfully.

INTENDED OUTCOMES:

- Encourage and welcome parents, guardians, caregivers, and community members to participate in volunteer activities in our schools to support programs and services and help students succeed.
- Recruit and provide ongoing support for volunteers so they may optimize their involvement and support with activities in the classroom, in the school and at the system level.
- Identify and recruit volunteers to act as coaches, advisors and/or experts as required to support extracurricular interests identified by students
- Recognize the contributions of volunteers.

Volunteer

Date Approved: XXXX

Projected Review Date: XXXX

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RESPONSIBILITY:

Director of Education
Members of Executive Council
Principals and Managers/Supervisors

TERMINOLOGY:

Advisor: An HWDSB employee or an Extra-Curricular Non-Staff Volunteer who provides supervision over an extra-curricular activity.

Coach/Expert: An HWDSB employee or an Extra-Curricular Non-Staff Volunteer who provides direct instruction or expertise related to a specific extra-curricular activity. In addition, coaches have completed any training and certification as required by the Ontario Physical and Health Education Association (OPHEA) or any recognized athletic governing authority.

Extra-Curricular Non-Staff Volunteer: An individual who is not an employee of HWDSB who volunteers to support extra-curricular activities, who has satisfied all HWDSB requirements for screening, training and certification, and who may act as an Advisor or Coach/Expert.

HWDSB Community: Students, staff, parents, guardians, caregivers, community members, trustees, community advisory committee members, school council members, permit holders, vendors, service providers, contractors, volunteers, visitors, and all other persons who are invited to, access or provide services, or attend Board and school events and any person or entity who enters into an agreement, or uses school board property.

Student Volunteer: A HWDSB student who may or may not be working towards their Community Involvement Hours.

Supervision: The overseeing of an activity for safety, guidance, regulation or direction.

Volunteer: An individual including non-HWDSB students, who agrees to undertake, without pay, a designated task that supports a student, a classroom, a school, or an HWDSB system initiative. A Volunteer may act as a Coach/Expert for extra-curricular activities if they have satisfied all HWDSB requirements for screening, training and certification.



Volunteer

Date Approved: XXXX

Projected Review Date: XXXX

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ACTION REQUIRED:

Maintain a Volunteer Procedure that is accessible to the HWDSB community and communicated annually to the community. The procedure will establish and maintain:

- A clear process for the recruitment and selection of volunteers.
- Necessary training and/or orientation for our volunteers, including HWDSB Human Rights and Equity Policy, relevant information from the Freedom of Information Act, other Board policies, procedures and provincial legislation.
- An outline about/information on how volunteers will be celebrated and recognized for their contributions to the HWDSB community.

School Principals (at the school level) and designated system managers (at the system level) are responsible for the recruitment and selection of volunteers. These actions shall be carried out in collaboration with the appropriate Hamilton-Wentworth District School Board (HWDSB) departments and must align with all relevant board policies, procedures, and standards to ensure consistency, equity, and alignment with HWDSB's strategic priorities.

Non-staff volunteers may support the supervision of extra-curricular activities where appropriate, subject to the discretion of the school Principal and in consultation with the school Superintendent. Activities that involve elevated risk, regulatory requirements or overnight travel shall require the direct supervision of HWDSB staff, follow board policies and applicable regulations.

PROGRESS INDICATORS:

Intended Outcome	Assessment
Encourage and welcome parents, guardians, caregivers, and community members to participate in volunteer activities in our schools to support programs and services and help students succeed.	Various communication methods to welcome parents, guardians, caregivers, and community members to serve as volunteers in our community.
Recruit and provide ongoing support for volunteers so they may optimize their involvement and support with activities in the classroom, in the school and at the system level.	Communication between the principal, or designate, and the volunteers, to identify the needs of the volunteer in the classroom, school or system level.

Volunteer

Date Approved: XXXX

Projected Review Date: XXXX

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Identify and recruit volunteers to act as coaches, advisors and/or experts as required to support extracurricular interests identified by students.	Tracking systems that identify skill sets and knowledge needed to support students, the school and HWDSB. The tracking systems are developed and implemented at the school level.
Recognize the contributions of volunteers.	Volunteer recognition on an annual basis.

REFERENCES:

Government Documents

Education Act

Municipal Freedom of Information and Protection of Privacy Act

Physical Education Safety Guidelines

PPM 124 Ontario Secondary School Diploma Requirement: Community Involvement Activities

COMMITTEE REPORT

Presented to: Board

Date of Meeting: June 9, 2025

From: Human Resources Committee

Date of Meeting: June 2, 2025

The committee held a hybrid meeting on June 2, 2025, at 4:33 pm with Trustee Dawn Danko presiding.

Members present: Trustees Amanda Fehrman*, Elizabeth Wong*, Abby Zaitley*

* electronic participation, ^(R) regrets

MONITORING ITEMS

A. Recruitment and Staffing Update

Elementary and Secondary staffing will be finalized through placement meetings and reviews in June. Recruitment efforts for Elementary Occasional Teachers are ongoing with a focus on creating pathways for current OTs to secure permanent positions by mid-June. Fill rates up to April 30, 2025, are approximately 89% for Teachers (Elementary, Secondary, LTO Elementary, LTO Secondary) approximately 67% for Education Workers (CUPE, DECE, EA, CYCP, OCTU) and for all other positions are approximately 71%. Our challenge in filling available occasional jobs continues to be the Educational Assistant group. Recruitment continues to hire casual Educational Assistants and Child and Youth Care Practitioners. In partnership with Professional Development & Employee Experience, Recruitment and Staffing successfully hosted a highly engaging and impactful resume writing and interview skills workshop for all OCTU staff. In addition, an interview information session will be offered to COPE employees to help them prepare for permanent interviews. As an effort to build community connections, recruitment will attend the YMCA's "Aspire and Achieve" event for youth ages 16-19 and have started a new partnership with the Canadian National Institute for the Blind and their "Come to Work" program

B. Employee Attendance Monitoring Report (Sept 2023 – 2024)

The HWDSB attendance rate is a review of personal illness, medical appointments, and dental appointments pursuant to central sick leave collective agreement provisions. From September to April 2025, permanent Board employees utilized an average of 11.68 personal illness days per 1.0 FTE. In comparison, the average was 12.38 days during the 2023-2024 school year. This is a decrease of 1.15 days per 1.0 FTE. The Employee Support and Wellness (ESW) Department continues to support staff with early intervention, return-to-work planning and accommodations and continues to monitor attendance rates while working closely with our Employee and Family Assistance Provider (EFAP), Homewood Health, in promoting available resources and services to support HWDSB staff through a variety of avenues.

Respectfully submitted,
Dawn Danko, Chair of the Committee

Reference: [Committee Package](#) and [Recording](#)

Committee Report

Presented to: Board

Meeting date: June 9, 2025

From: Parent Involvement Committee

Meeting date: May 13, 2025

The committee held a PIC meeting on May 13, 2025, from 6:31 p.m. to 8:19 p.m. with Amanda Lloyd presiding.

Members Present: Amanda Lloyd, Amanda Levesque, Kristina Collier, Erin Copeland, Alissa Fairley, Andrea Hamilton-Coulson, Ariana Harris, Emma Haslam Topping, Mohamed Khamis, Heather Lambert-Hillen, Tim Louks, Laura Mulder, Heidi Oglesby, Mike Palma, Michele Quinn, Christine Sandor, Danielle Schwalm, Meagan Shanahan, Cindy Stranak, Lisa Veloce. Trustee Amanda Fehrman. Also, in attendance Trustee Abby Zaitley.

Regrets: Matthew Adams, Nikki Carter, Jennifer Csele Lynne, Anita Fonseca Becar, Cheryl Hue, Celine Link, Lorraine Lowry, Vanessa Ozer, Alissa Shuker, Alissa Shuker, Lisa Zhao.

MONITORING ITEMS:

A. Old Business

PIC By-law Update

PIC voted in support of new By-laws as proposed by the subcommittee.

School Council Bylaw Update

Superintendent Goodacre sought feedback from PIC regarding the implementation of a common by-law template for School Councils. This implementation would be for the 2026-2027 school year.

B. New Business

Universal Life Skills Program

Carina Gratton, Manager in Special Education, Equity and Inclusion, shared updates and valuable information regarding the Universal Life Skills Curriculum for young students in need of prerequisite social skills and answered questions from members of the committee.

Membership Subcommittee

Chair Amanda Lloyd shared that there is a need for a new subcommittee for the membership process for 2025-2026.

C. Trustees Report

Trustee Fehrman announced the approval of three new boundary reviews for new elementary schools.

The Program Strategy Review Survey will be starting May 14, 2025.

Trustees to attend the OPSBA Annual Conference June 12-14, 2025.

D. Reports from other Committees

Rural Schools Community Advisory Committee

Heidi Oglesby shared that the minutes from the April 30th meeting will be shared at the June PIC meeting.

French As Second Language

No committee member present, no report.

Hamilton-Wentworth Council of Home & School

Heather Lambert Hillen shared they held the final meeting on May 8th, they had representatives from OSSTF and HWETL in attendance. A financial update was also provided to members.

Parent Conference Update

Heather Lambert Hillen, Mike Palma and Angela Ayeni shared information from the latest meeting of the planning committee. PIC members were encouraged to volunteer.

The last two meetings for the planning committee will be May 20 and May 27, 2025. The conference will be on May 31st, 2025, at Sherwood Secondary School.

Respectfully submitted,
Amanda Lloyd, Chair

Committee Report

Presented to: Board

Meeting date: June 9, 2025

From: Human Rights & Equity Community Advisory Committee

Meeting date: May 28, 2025

The committee held a meeting on May 28, 2025, at 5 p.m with Tehreem Zafar, Co-chair, presiding.

Members present were: Mesum Ali, Penny McAndrews, Inbal Chaimovitz, Sumayyah Satia, Rebecca Morikawa, Emily Geleyn, Tehreem Zafar, Hina Ahmed and Joyce Maina. Trustees Present: Trustee Sabreina Dahab and Trustee Abby Zaitley.

Regrets: Jordan Fudge and Liav Yako

MONITORING ITEMS:

A. Review of the February 26, 2025 Meeting Report

As the meeting of February 26, 2025, did not reach a quorum, a review of the meeting was carried out. Yohana Otite provided an overview of the presentations:

The Duty to Accommodate: IEP and IPRC Process

- Julie Anderson, System Principal, Special Education, Equity and Inclusion and Valerie Bennett, Consultant, Special Education, joined the committee to provide information on Duty to Accommodate: IEP and IPRC process. Resources that provide information about special education, Individual Education Plans and IPRC process for parents/ caregivers were provided. The IPRC process was also outlined in detail, and it was explained how the IPRC process and an IEP work together to assist students with identified or non-identified disabilities. Committee members were able to ask questions and increase their awareness about these processes.

System Navigator, Human Rights and Equity

- Fayrouz Fakhereddin explained her role as the System Navigator within the Human Rights Office. The System Navigator is a new role within the HVDSB, intended to help bridge the gap between equity-deserving students and families with school systems. The System Navigator uses a holistic approach to understand a student and/or family's needs in order to best support them in navigating various systems, both internally within the education system, and externally within the community depending on their individual needs. The System Navigator collaborates directly with school administrators, while also acting as an advocate and ally to students and their families, walking alongside them to help build bridges and connections to specific services, and working to prevent and address inequities and/or possible human rights issues that may be related to bias or discrimination.

B. Staff Update

Yohana Otite provided update on the following:

- Program Strategy: a high-level overview of the purpose of the program review was provided and a reminder that letter was sent to committee members to provide feedback using the program review survey.
- Human Rights and Hate-Based Incident Response Tracking in Schools: Schools have started tracking incidents that are human rights and hate based incidents using the new tool integrated with the Ministry Safe School Reports. This requires the school administration to capture details about the incident (code ground, type of discrimination, etc) and their response (investigation, progressive, restorative process, etc). The goal is to identify trends to inform decision making on how to prevent, address and respond to human rights related incidents in schools, and increase accountability in appropriately responding to human rights issues in schools

C. Trustee Update

Trustee Dahab provided an update on the following:

- Recent hire of a Nutrition Coordinator: working with schools that currently do not have a food program as well as supporting schools who do have a program.
- Commencements are in June and Trustees will be attending as many as possible.
- A Student Voice Summit, organized by Student Trustees Alabi, Li and Shakowennakara:tats Hillen was held at the Education Centre, to create a vision for the year ahead. The Student Mental Health Advisory supported student voice and the resources available to students.

- Two new student Trustees were elected for the 2025-2026 school year. Indigenous Student Trustee, Daunte Hillen will continue as the Shakowennakara:tats.

Respectfully submitted,
Tehreem Zafar, Co-Chair