

**AGENDA: 7:15 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

Reports from Trustee Special Committees:

6. [Audit – November 12, 2024](#)
7. [Policy – November 7, 2024](#)

Reports from Legislated Committees:

8. [Special Education Advisory Committee – October 30, 2024](#)

Reports from Community Advisory Committees:

9. [Human Rights & Equity – October 30, 2024](#)
10. [Rural Schools Advisory Committee – October 30, 2024](#)

11. Oral Reports from:

- A. Student Trustees' and Shakowennakara:tats Report
- B. Director's Report
- C. Chair's Report

12. Adjournment

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: November 18, 2024

From: Audit Committee

Date of Meeting: November 12, 2024

The committee held a hybrid meeting on November 12, 2024, at 6:00pm with Trustee Dawn Danko presiding.

Members: Trustees Dawn Danko, Paul Tut\* and Todd White\*. External Members: Divya Iyengar\* and Angela Zehr\*

\*Electronic participation, <sup>(R)</sup>Regrets

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**MONITORING ITEMS**

**A. Compliance Report**

As per section 361/10 of the Education Act, staff presented the compliance report on behalf of the Director of Education, confirming that nothing has come to the Board’s attention that would lead us to believe that we are not compliant with current federal and provincial acts, regulations and statutes.

**B. School Board Sector Updates**

Staff provided an update on the general status of board operations. The board is in the process of implementing curriculum, collective agreements, terms and conditions and the multi-year strategic plan. In early 2025, staff will begin preparation for the 2025-26 budget process.

**C. Non-Board (External) Member Recruitment**

Staff provided an update relating to the recruitment of a new external committee member. The posting will be live in the very near future.

Respectfully submitted,  
Dawn Danko, Chair of the Committee

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

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: November 25, 2024

From: Policy Committee

Date of Meeting: November 7, 2024

The committee held a hybrid meeting on November 7, 2024. at 6:10 pm with Trustee White presiding.

Members: Trustees Kathy Archer\*, Becky Buck<sup>(R)</sup>, Sabreina Dahab, Graeme Noble\* and Todd White.

\* electronic participation, <sup>(R)</sup>regrets

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**ACTION ITEM(S):**

**A. Medical Health Supports**

The Medical Health Supports Policy has been reviewed as part of the policy review cycle with minor updates being made to language throughout the policy based on updates to PPM 161: Supporting children and students with prevalent medical conditions (anaphylaxis, asthma, diabetes, and/or epilepsy) in schools.

On the motion of Trustee Dahab, the Policy Committee recommends that the **Medical Health Policy be approved.**

**CARRIED**

**MONITORING ITEM(S):**

**B. Property Disposition**

The Property Disposition Policy has been reviewed as part of the policy review cycle and in conjunction with a change in legislation related to O. Reg. 374/23 (previously O. Reg. 444/98). Staff noted that the *Better Schools and Student Outcomes Act, 2023* amended the *Education Act* to help maximize school board capital assets to build modern schools, better utilize school capacity and enhance accountability and transparency.

The committee provided feedback to staff asking that the Purpose statement language be revisited, consideration be given to including language related to the exceptions list noted in the regulation, and consideration of adding information relevant to the phases or steps to be taken when disposing of property (including where Board approvals are needed).

The Property Disposition Policy will return to the committee at a later date following staff review of the feedback provided.

**C. Student Behaviour and Bias-Free Progressive Discipline Policy**

Staff presented the Student Behaviour and Bias-Free Progressive Discipline Policy noting for the committee that the revisions made are in alignment with the Ministry document “Supporting Bias-Free Progressive Discipline in Schools” and include considerations provided by the committee last month. The policy revisions also include educational materials for managing and addressing both positive and disruptive student behaviours (strategies informed by an understanding of students’ diverse identities) and ensuring interventions and supports are sensitive to students’ unique identities and backgrounds. The committee also reviewed the proposed consultation plan where staff noted that the plan was informed by the Human Rights and Impact Assessment tool, which provides a foundation for a responsive, inclusive, and effective Student Behaviour and Bias-Free Progressive Discipline Policy, prioritizing a safe and respectful school environment.

The committee recommended that the Student Behaviour and Bias-Free Progressive Discipline Policy move to the consultation stage of the Policy Development Process.

Respectfully submitted,  
Trustee White, Chair of the Committee

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



# Medical Health Supports

Date Approved: XXXX

Projected Review Date: XXXX

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## PURPOSE:

Hamilton-Wentworth District School Board is committed to providing learning environments that are welcoming, respectful, accessible, and supportive of students with diverse medical needs. We will uphold human rights, safety, and well-being by supporting all students in feeling safe and secure in our classrooms and school communities.

## GUIDING PRINCIPLES:

- All health support services must be administered in a manner that respects the student's rights to privacy, dignity, cultural sensitivity, and identity-affirming practices, to the degree possible in the circumstances.
- Students with medical/health needs will be accommodated in the school in which they are registered, whenever possible.
- When considering a student's support plan, objective medical documentation and identity-affirming practices will be used for planning purposes.
- In an emergency, staff and/or volunteers may be required to provide emergency assistance for a student.

## INTENDED OUTCOMES:

Hamilton-Wentworth District School Board, will:

- Ensure that all students receive a quality education, and are accommodated to the point of undue hardship including considerations for health and safety requirements.
- In collaboration with Ontario Health atHome and other regulated health professionals, share the responsibility for providing school health support services to support students in attending and participating in learning, recognizing their special health support needs.

## RESPONSIBILITY:

Director of Education  
Members of Executive Council

## TERMINOLOGY:

Ontario Health atHome: Are the health authorities responsible for regional administration of public healthcare services in the province of Ontario.

Plan of Care: A form that contains individualized information on a student with a medical condition.

Prevalent Medical Condition: As outlined in [Policy/Program Memorandum 161](#) (anaphylaxis, asthma, diabetes, and epilepsy).



# Medical Health Supports

Date Approved: XXXX

Projected Review Date: XXXX

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Regulated Health Professional(s): Members of a regulatory college which are governed by the Regulated Health Professions Act.

## ACTION REQUIRED:

Ensure that a set of procedures supporting the medical accommodation of students are developed and regularly reviewed.

## PROGRESS INDICATORS:

Intended Outcome	Assessment
Ensure that all school-aged children receive a quality education, and are accommodated, to the point of undue hardship including considerations for health and safety requirements.	<ul style="list-style-type: none"> <li>• Human rights incidents, inquiries,</li> <li>• School climate surveys</li> <li>• Parent/community voice surveys</li> <li>• Student Voice Survey</li> <li>• SEAC Feedback</li> </ul>
In collaboration with the Ontario Health atHome and other regulated health professionals, share the responsibility for providing school health support services to support students in attending and participating in learning, recognizing their special health support needs.	Create a feedback mechanism to evaluate the effectiveness of the collaborative partnerships including partner and family voice

## REFERENCES:

### Government Documents

Education Act

Ontario Human Rights Code

Accessibility for Ontarians with Disabilities Act

Freedom of Information Act

Policy/Program Memorandum 81: Provision of Health Support Services in a School Setting

Memorandum dated August 14, 1989, Catheterization and Suctioning

Policy/Program Memorandum 161: Supporting Children and Students with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes and/or Epilepsy) in Schools

Sabrina's Law – Bill 3 – An Act to Protect Anaphylactic Pupils, 2006

Ryan's Law - Ensuring Asthma Friendly Schools, 2015

Rowan's Law – Bill 193 – Concussion Safety, 2018

## Committee Report

Presented to: Board

Meeting Date: Monday, November 25, 2024

From: Special Education Advisory Committee (SEAC)

Meeting Date: Wednesday, October 30, 2024

The Committee held a meeting on Wednesday, October 30, 2024, in room 308 at the Education Centre, beginning at 5:31 pm, ending at 7:25 pm, with Chair Judy Colantino presiding.

### **Present**

Dawn Danko, Trustee Ward 7, Danielle Dion-Broadley, FASD Parent & Caregiver Support Group, Judy Colantino, Down Syndrome Association of Hamilton, SEAC Chair, Julie Armstrong, Centre for Diverse Learners, Lindsay Bray, McMaster Children's Hospital Developmental Pediatrics and Rehabilitation Portfolio, SEAC Vice Chair, Melanie Roberts, The Association for Bright Children of Ontario, Sarah Pennington, Community Living Hamilton.

### **Regrets**

Jessica Malcew, VOICE for Hearing Impaired Children, Lynn Vanderbrug, Lynwood Charlton Centre, Maria Felix Miller, HWDSB Chair, Trustee Ward 3, Nancy Silva Khan, Autism Ontario (Central West Chapter), Susi Owen, CNIB Hamilton and Niagara.

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### **MONITORING ITEMS:**

#### **A. Special Education, Inclusion & Equity Department Carousels**

Committee members visited department carousels led by Special Education, Inclusion & Equity Leadership Teams:

- Special Education Part I Additional Qualification Course – Julie Anderson, System Principal
- Psychological Services – Danielle Buist, Manager, Linda Hall, Psychoeducational Consultant
- Centre for Success, Gifted Program – John Manzin, System Principal, Transition Navigation
- Speech & Language Services – Anna Gill, Manager
- Multi-Disciplinary Team – Brian Mason, Manager, Erica Konrad, Behaviour Analyst Lead

#### **B. Membership Update**

The committee received and approved membership changes for both Hamilton Community Living and Hamilton FASD & Caregiver Support Group.

### **C. MEMBERS' UPDATE**

#### **Dawn Danko, Trustee Ward 7**

- Trustees on the policy committee provided feedback on the Student Behaviour & Bias-Free Progressive Discipline Policy ahead of the revised draft policy being shared with the committee in November. The proposed public consultation is expected later this fall through the winter of 2025.
- Following direction from Trustees in December 2023, staff are completing Islamophobia, Anti-Muslim Racism and Anti-Palestinian Racism Training this fall, with all school-based staff engaging in training Nov. 1<sup>st</sup>. Antisemitism training will occur for all school-based staff on February 28, 2025 (PA Day).

#### **Julie Armstrong, Centre for Diverse Learners**

- CDL Winter Programs open Nov. 11<sup>th</sup> – registration and program information available in the [catalogue](#)

#### **Sharon Stephanian, Superintendent of Special Education, Inclusion & Equity**

- Gerry Smith, Superintendent of Safe, Compassionate & Equitable Schools will join us at the November meeting to present the Safe Schools data on suspension & expulsion.
- On the November 13<sup>th</sup> principal vice principal learning day, we will be presenting on understanding the IEP, duty to accommodate and human rights.
- November 22<sup>nd</sup> is a subject-specific PA Day for secondary where learning resource teachers will connect with special education teachers for a day of learning and networking. The elementary EAs and CYCPs will be participating in online sessions.
- Todd Graves, Vice Principal, Glenwood School is retiring, John Forbeck (former Superintendent) is currently covering until a principal is hired.

Respectfully submitted by  
Judy Colantino, SEAC Chair

## Committee Report

Presented to: Board

Meeting date: November 25, 2024

From: Human Rights & Equity Community Advisory Committee

Meeting date: October 30, 2024

The committee held a meeting on October 30, 2024, from 5:00 – 6:30 p.m. with Chair Tahreem Zafar presiding.

Members present: Mesum Ali, Haniyyah Ali<sup>(R)</sup>, Rebecca Morkiawa, Jordan Fudge, Tehreem Zafar, Gopal Banerjee, Emily Geleyn. Trustee Sabreina Dahab.

\* Electronic, <sup>(R)</sup>Regrets

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### MONITORING ITEMS:

#### A. New Members

Three students were appointed: Sumayyah Satia, Westdale; Catlyn Abigail Erazo Maldonado, Nora Henderson; Grey Sandilands, Glendale. Three parents were appointed: Joyce Maina, Viscount Montgomery; Inbal Chaimovitz, Dundas Valley; Penny McAndrews, Dundas Valley/Alter Ed/Sir William Osler

#### B. Co-Chair Nomination and Appointment

Mesum Ali and Tahreem Zafar self-nominated and were elected as co-chairs.

#### C. Human Rights and Equity Community Advisory Terms of Reference

The Terms of Reference were reviewed including the role of the committee, the duty of the committee members, Trustee and staff support. Meetings are scheduled for the last Wednesday of each month.

#### D. Staff Update: Human Rights and Equity Action Plan

In the 2023-2024, the committee provided feedback in the developing the updated [Human Rights and Equity Action Plan](#). Yohana Otite, Human Rights and Equity Advisor and Gerry Smith, Superintendent of Compassionate, Safe and Equitable Schools provided high level overview of the updated action plan, highlighting the six priority areas:

- Indigenous Educational Wellness,
- Inclusive Classroom Pedagogies and Learning Environments,
- Dismantling Anti-Black Racism,
- Anti-racist and anti-oppressive learning and working environments,
- A culture of addressing human rights barriers, discrimination, and harassment; and
- Employment Equity, Workplace Diversity and Inclusion.

Committee members asked to bring additional updates going deeper to discuss specific action items that have started at the system and school levels.

#### E. Human Rights and Equity Community Advisory Committee Focus for 2024-25

The committee brainstormed and discussed a few items that the committee would like to include in upcoming meeting agendas. They have asked staff to invite Special Education, Equity and Inclusion department to provide information on special education assessments, IEP and IPRC processes.

#### F. Trustee Update

Trustee Dahab highlight the role of a Trustee and provided an update on current issues, including the Ward 4 bi-election, update on the implementation of the Board motion on school-based staff training on Islamophobia, anti-Palestinian Racism and antisemitism. Trustee Dahab reminded committee members to attend a Board meeting in person or virtually.

Respectfully submitted,  
Tehreem Zafar and Mesum Ali  
Committee Co-Chairs

## Committee Report

Presented to: Board

Date of Meeting: November 25, 2024

From: Rural Schools Community Advisory Committee

Date of Meeting: October 30, 2024

The Rural Schools Advisory Committee held a virtual meeting on Wednesday, Oct. 30<sup>th</sup>, 2024, at 6:30 pm.

Members Present: **Balaclava:** Jen Lowe; **Flamborough:** Leah Young; **Greenville:** Katherine Hamstra; **Michaëlle Jean:** Suzanne Hall; **Millgrove:** Chantal Kemp & Robert Regan; **Mount Hope:** Heidi Oglesby; **Rockton:** Tanya Brouwer; **Tapleystown:** Cristy Creen.

Regrets: **Bellmoore:** Raman Rakkar.

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### INFORMATION ITEMS:

#### A. Chair Election

Heidi Oglesby was elected chair of the Committee.

#### B. Rural Schools Designation/Funding and Mandate of the Committee

Superintendent L. Snell explained to the Committee the background regarding the funding allocation from the Ministry of Education noting that the funding is dedicated for school boards to further improve education for students from rural communities. The funds are used to support schools in the rural areas where it's more difficult to access some of the supports, services, and resources.

#### C. Budget Report Presentation

Felix Gyimah, HWDSB Budget Analyst, presented the Budget report noting the following:

- Total Funding for 2024 - 2025: \$ 75,911. Carried forward is 11% of the total allocation.
- Budget available \$ 75,763.00, once commitments are considered.
- Central Rural Schools Reserve: \$ 8,385.00

F. Gyimah noted the following information related to the allocation of funds:

- Secondary Schools are now considered part of the formula HWDSB has included, the high school funds in the total and distributed to the current rural schools.
- The central reserve funding can be accessed once schools have used their total school allocation using the application process.
- There is a Ministry requirement to publicly disclose the list of rural schools, the amount each school received, and how the funds were spent.

#### D. Updates – Facilities; Health & Safety; Water; and Transportation

The following staff reports were shared with the committee:

##### Facilities:

##### Balaclava:

- The paving project was successfully completed in August 2024. The project included - widening the bus lanes, redesigning the existing parking lot for accessibility, new concrete islands, sidewalk replacements and new earth bins.

##### Flamborough

- Septic System Replacement project was issued in the fall of 2023. The project is estimated to take 2 years to complete through the Ministry of Environment, Conservation and Parks.

##### Millgrove

- Renovations to two student group washrooms, one staff washroom and two kindergarten washrooms were completed over summer 2024 and included new washroom fixtures and finishes (flooring, ceilings and wall finishes as well as lighting, and washroom partitions).

Mount Hope

- Ministry approval of Capital Priorities Submission was issued May 2024 for school addition, interior alterations for kindergarten space and a new childcare wing with 5 rooms. Consultation scheduled for August 2025.

Tapleystown

- With the direction given by trustees, staff are moving forward with the new build at the land purchased in 2020.

Water: Ont. Reg 170 Schools with Drinking Water Systems

Balaclava, Michaëlle Jean, Rockton, Millgrove, Flamborough, Greensville)

- no major changes to the systems this past year and nothing confirmed for the future.
- Staff are reviewing the well at Rockton shared with the City but nothing is imminent.
- Regular preventative maintenance and inspections have been completed and the systems are running well
- Most of the UV units and chlorine pumps had been replaced over the years which seems to have helped operational reliability:

Transportation:

- Schools continue to face delays due to driver shortages and driver absence. Currently, one operator is still reporting open routes. HWSTS receives weekly updates from all bus operators and engages in weekly calls with operator management to discuss operational shortfalls.
- Future trials, using GPS technology, will include automated bus status and delay notifications, as well as a student ridership tracking.

Respectively submitted,  
Heidi Oglesby, Chair  
Rural Schools Community Advisory Committee