

AGENDA: 6:30 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: April 7, 2025](#)

Reports from Trustee Special Committees:

7. [Human Resources – April 1, 2025](#)
8. [Policy – April 10, 2025](#)
9. [Governance – April 14, 2025](#)
10. [Finance & Facilities – April 17, 2025](#)
11. [Program – April 22, 2025](#)

Reports from Legislated Committees:

12. [Parent Involvement Committee – April 8, 2025](#)

Reports from Community Advisory Committees:

13. [Faith Community Advisory Committee – April 15, 2025](#)

Reports from Staff:

14. [School Year Calendar – Update for PA Day](#)
15. Trustee Appointments to:
 - A. Trustee Special Committees – Human Resources and Policy
 - B. Ontario Public School Boards' Association – Board of Directors & Voting Delegate and Alternate
16. Report from Committee of the Whole (Private) – May 5, 2025
17. 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)

18. Oral Reports from:

A. Student Trustees' and Shakowennakara:tats Report

B. Director's Report

C. Chair's Report

19. Adjournment

Trustees: Kathy Archer*, Becky Buck, Sabreina Dahab, Dawn Danko, Amanda Fehrman, Maria Felix Miller, Graeme Noble*, Paul Tut, Todd White, Elizabeth Wong, Abby Zaitley. **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 6:32 p.m.

2. Approval of the Agenda

Trustees Buck/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 #25-25: Trustees Tut/Wong moved that the Minutes from March 24, 2025, be confirmed.

CARRIED

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

4. Audit Committee

RESOLUTION #25-26: Trustees Danko/Tut moved that the Audit Committee report from March 18, 2025, be received.

CARRIED

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

5. Program Committee

RESOLUTION #25-27: Trustees Fehrman/Buck moved that the Program Committee report from March 20, 2025, be received.

CARRIED

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

6. Finance & Facilities Committee

RESOLUTION #25-28A: Trustees Tut/Buck moved that the Finance & Facilities Committee report from March 27, 2025, be approved including the preliminary allocation of the following full-time equivalent positions for the purpose of 2025-2026 school-based staffing.

Elementary Teachers	2,147.00
Secondary Teachers	938.49
Early Childhood Educators	261.00
Educational Assistants	748.50
Principals/Vice Principals	163.00
School Office Administration	207.50
School Custodial	357.00

RESOLUTION #25-28B: Trustees Tut/Buck moved that the Finance & Facilities Committee report from March 27, 2025, be approved including the Key Parameters and Assumptions to Guide the Development of the 2025-2026 Budget.

Enrolment Projection

	2024-25 Revised Budget ADE	2025-26 Preliminary Projected Budget ADE	Increase (Decrease) ADE	Increase (Decrease) %
Elementary	37,789.50	37,941.00	151.50	0.40%
Secondary	14,477.75	14,607.00	129.25	0.89%
Total	52,267.25	52,548.00	280.75	0.54%

Revenues

- Core Education Funding will be calculated to reflect central collective agreement changes with no other projected change in the total grant base: subject to Ministry confirmation.

Expenditure

- Salaries, benefits and staffing to reflect provincial legislation, and collective agreements in place.
- To provide for stability in the system and minimize in-year budget adjustments a contingency of \$1,000,000 will be set aside for unforeseen events that may arise.

Allocation Parameters

- Ensure the allocation of resources supports the HWDSB’s Mission, Values, Strategic Directions and operational plans.
- The Ministry’s revenue allocation framework will provide a useful reference for the allocation of Board resources on all major expenditure categories.
- Compliance with balanced budget requirements and the Ministry’s renewed enveloping framework, ensuring care is exercised that funding associated with specific Ministry initiatives is allocated for the purpose designated.
- Where staff reductions are necessary, statutory positions are to be given priority for inclusion in the budget. Statutory positions to be calculated as the number required for Ministry class size requirements or collective agreement compliance.
- Where enhancements to the budget is possible, funding will be allocated to initiatives included in the Board’s Priorities.

CARRIED

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

7. Special Education Advisory Committee (SEAC)

RESOLUTION #25-29: Trustees Danko/Tut moved that the Special Education Advisory Committee report from March 26, 2025, be received.

CARRIED

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

8. Faith Community Advisory Committee

RESOLUTION #25-30: Trustees Buck/Danko moved that the Faith Community Advisory Committee report from March 18, 2025, be received.

CARRIED

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

9. Report from Committee of the Whole (Private) – April 7, 2025

RESOLUTION #25-31: Trustees Tut/White moved that the Community of the Whole report from April 7, 2025, be approved including:

- That the Audit Committee report from March 18, 2025, be received.
- That the Finance & Facilities Committee report from March 27, 2025, be received.

CARRIED

Student Trustees Alabi, Li and Shakowennakara:tats Hillen were not present for this vote.

10. City/School Board Liaison Committee

Trustee Miller provided an update noting that HWDSB staff gave an update on the current cooling of schools across our system. Trustee Dawn Danko and Councillor Jeff Beatty were elected as co-chairs of the joint committee. The committee has agreed to meet quarterly and the next meeting will be scheduled in June.

11. Hamilton-Wentworth Council of Home & School Associations

Trustee Danko provided an update sharing a meeting took place on April 3rd where an update was from provided from OSSTF regarding second semester beginning on a Friday. The AGM is currently scheduled for May 9th, however the date may be changing due to a number of open houses across the system that same evening.

12. Hamilton Foundation for Student Success

Trustee Fehrman provided an update noting that Prom Project on April 5, 2025, at Sir Winston Churchill was a huge success. She thanked the HWDSB staff, trustees and community members within Hamilton that volunteered their time to make the day such a success.

13. Ontario Public School Boards' Association (OPSBA)

Trustee Buck provided an update noting that the Central West Regional Meeting was this past Saturday, April 5, 2025, with HWDSB hosting. Discussion items at the regional meeting included:

- OPSBA support for Trustee Elections beyond what has been done in the past (social media campaigns)
- Mandatory Trustee and Director Professional Development with OESC
- Gaps in the OPSBA Awards programs

Updates also included:

- The Legislative Assembly of Ontario will meet on April 14 to elect a Speaker of the House. NDP have released that their shadow cabinet with MPP Chandra Pasma returning as the Education critic.
- Labour Relations Symposium is May 1-2 in Toronto.
- Annual General Meeting is June 12-14 in Niagara-on-the-Lake
- CSBA Congress and National Trustee Gathering on Indigenous Education is July 2-5 in Winnipeg.

The meeting adjourned at 7:32 p.m.

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

COMMITTEE REPORT

Presented to: Board

Date of Meeting: May 12, 2025

From: Human Resources Committee

Date of Meeting: April 1, 2025

The committee held a hybrid meeting on April 1, 2025, at 6:02 pm with Trustee Dawn Danko presiding.

Members present: Trustees Dawn Danko, Amanda Fehrman, and Elizabeth Wong*. Also in attendance Trustee Abby Zaitley*.

* electronic participation, (R) regrets

MONITORING ITEMS

A. Recruitment and Staffing Update

Recruitment has commenced for Elementary Occasional Teachers in all qualifications. Secondary Occasional Teachers are actively being recruited in all qualifications, with a focus on French, English as a Second Language, Special Education and Technological Studies subjects. HWDSB engages in a continuous recruitment process for Casual Educational Assistants. This approach encompasses successive interview rounds coupled with targeted outreach initiatives to all employment centres across Hamilton. The third cohort of the Educational Assistant Pilot Program has completed their Essential Skills training and is currently job shadowing. Research and Analytics continues to monitor the impact of the program in our data and anticipate the spring hiring process will provide clearer insights into job readiness and retention. In partnership with Professional Development & Employee Experience, the Recruitment and Staffing Departments have offered teacher candidate information sessions and are preparing for a Casual OCTU orientation day and Elementary and Secondary Teacher hiring/interview preparation sessions.

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 February 2025, permanent Board employees utilized an average of 8.62 personal illness days per 1.0 FTE. In comparison, the average was 9.24 days during the 2023-2024 school year. This is a decrease of 0.62 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

Date of Meeting: May 5, 2025

From: Policy Committee

Date of Meeting: April 10, 2025

The committee held a hybrid meeting on April 10, 2025, at 6:00 pm with Trustee Dahab presiding.

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

* electronic participation, (R) regrets

ACTION ITEMS(S):

A. Property Disposition

The Committee initially reviewed the Property Disposition Policy in November and most recently in March. They provided feedback to staff for consideration related to the exceptions list noted in the regulation, as well as including information relevant to the phases or steps to be taken when disposing of property (including where Board approvals are needed). Staff included this information as part of the final draft of the policy.

On the motion of Trustee Miller, the Policy Committee recommends that **the Property Disposition Policy be approved.**

CARRIED

B. Transportation

The Transportation Policy was reviewed as part of the policy review cycle, with minor updates made to language throughout the policy. The committee has further requested that the different methods of transportation be explained, and that language be included to assist families in understanding the expectations of students regarding safety when using transportation services provided by the board. Staff included this information as part of the final draft of the policy.

On the motion of Trustee Miller, the Policy Committee recommends that **the Transportation Policy be approved.**

CARRIED

MONITORING ITEM(S):

C. Barrier-Free Physical Learning Environment

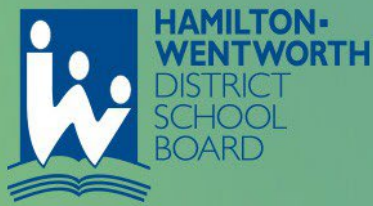
The Barrier-Free Physical Learning Environments Policy has been reviewed as part of the policy review cycle with minor updates being made to language throughout the policy. The title has been changed to address barriers in the physical learning environment only as staff propose a new future policy called *Accessible Education for Students with Disabilities*.

The language was updated to reflect:

- Student and Parent/guardian/caregiver voice
- OHRC – Policy: Accessible Education for Students with Disabilities
- Proposed K-12 Education Standard under the Accessibility for Ontarians with Disabilities Act, 2005 (AODA)
- Expanded scope of Policy – on and off school property

The committee requested that staff return to a future meeting with recommendations regarding what pillar this policy will be under and what other policies intersect with this policy and corresponding procedures. At the request of the committee, staff will further recommend how best to gather feedback from families, parents, guardians and caregivers on this policy.

Respectfully submitted,
Sabreina Dahab, Chair of the Committee



Property Disposition

Date Approved: XXXX

Projected Review Date: XXXX

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PURPOSE:

The Hamilton-Wentworth District School Board (HWDSB) is committed to offering equitable and sustainable learning environments for students. In alignment with the Long-Term Facilities Plan, the Board carefully evaluates the use of its facilities and properties through various partnerships and community accommodation strategies.

Following these considerations, the Board recognizes that under section 194 of the Education Act (the “Act”), if the Board declares that a property is not required for the purposes of the Board and adopts a resolution as such, the Board, may sell, lease, or otherwise dispose of a school site, part of a school site or other property of the Board through the discretionary disposition process, as governed by [Ontario Regulation 374/23: Acquisition and Disposition of Real Property](#).

GUIDING PRINCIPLES:

HWDSB recognizes the need to demonstrate:

- Trustee fiduciary responsibilities
- Effective public-sector governance
- Transparent and timely communication
- Compliant property stewardship

INTENDED OUTCOMES:

When HWDSB is disposing of, leasing or granting easements of entrusted real property assets, HWDSB will:

- Ensure accommodation and community engagement strategies are considered through the disposition process, where appropriate.
- Be in full compliance with all legislative and regulatory requirements within the Act and O. Reg. 374/23.

RESPONSIBILITY:

Director of Education

Members of Executive Council

TERMINOLOGY:

Discretionary Disposition: As per O. Reg. 374/23, HWDSB may sell, lease, or otherwise dispose of a school site, part of a school site or other property of HWDSB, with the Minister’s approval for the disposition, if HWDSB adopts a resolution that the property is not required for the purpose of the Board, or that the disposition is a reasonable step in a plan to provide accommodation for pupils.

Easement: Right-of-way, right or license to cross or otherwise use HWDSB lands for a specified purpose but does not include such an easement arising by operation of law.

Property Disposition

Date Approved: XXXX

Projected Review Date: XXXX

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Fair Market Value: The most probable price in terms of money which an estate (or interest) in real property should bring in a competitive and open market under conditions requisite to a fair and typical sale between a willing seller and willing buyer, each acting prudently and knowledgeably, being the highest and best use for the property or interest in question. A site appraisal must be completed by an Appraisal Institute of Canada-accredited third-party appraiser.

Mandatory Disposition: If HWDSB has identified, through the reports and information required under section 193.1 of the Act, that a school site or other property of HWDSB is not currently being used and the site or property is not needed to meet HWDSB's current pupil accommodation needs or its pupil accommodation needs for the next 10 years, the Minister may direct HWDSB to sell the property. Minister direction does not require a Board resolution to proceed with disposition as the Board will be informed of the decision.

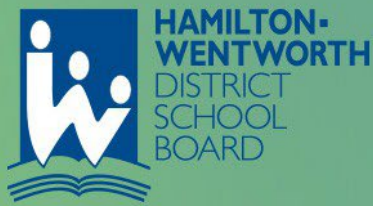
ACTION REQUIRED:

When disposing of, leasing, or granting easements of entrusted property assets, HWDSB will adhere to the following:

- The Mandatory and Discretionary Disposition processes, including the granting of easements, as outlined in O. Reg. 374/23 will be followed.
- A Discretionary or Mandatory sale, lease or other disposition must be at fair market value, except as otherwise permitted or required by O. Reg. 374/23.

Discretionary Disposition Process

1. Board adopts a resolution that a property is not required for the purposes of the Board (i.e. declared surplus).
2. Within 60 days of step 1, Board administration will hold a public Information Session as key communication for the local community.
3. Senior Business Official identifies through the Ministry Intake Form that the property is not required for the purposes of the Board (i.e. declared surplus).
4. Within 120 days of the property being listed through the intake form, the Minister shall,
 - a. identify the person or body to whom the property must be offered, if the Board intends to offer it to any person or body, or
 - b. inform the Board that it may offer the property to any person or body.
5. If the Minister directs the Board to offer the property to any person or body, the Board shall circulate to the following entities at the same time, with the list below considered the priority order for consideration of offers, prior to going to the open market:
 - a. City of Hamilton;
 - b. Indigenous Organizations
 - a. Metis Nation of Ontario Secretariat



Property Disposition

Date Approved: XXXX

Projected Review Date: XXXX

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- b. Chiefs of Ontario
- c. Ontario Federation of Indigenous Friendship Centres
- d. Association of Iroquois and Allied Indians
- e. Nishnawbe Aski Nation
- f. Grand Council Treaty #3
- g. Union of Ontario Indians
- c. Affordable Housing providers within the City of Hamilton Development Charges By-Law

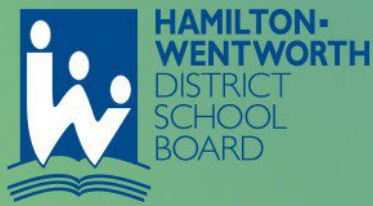
Mandatory Disposition Process

1. Senior Business Official identifies through the Ministry Intake Process that a property is not currently being used and is not needed to meet the Board's current pupil accommodation needs or needs for the next 10 years.
2. The minister shall:
 - a. consider whether additional factors need to be considered or consultation needs to be completed before a decision can be made with respect to whether the property must be disposed of; and
 - b. after considering any additional factors and completing any consultation referred to in clause (a), notify the Board whether it is required to dispose of the property and if so, that the Board shall,
 - i. sell the property, or
 - ii. lease or otherwise.
3. Within 60 days of the Board receiving direction from the Ministry to dispose of a property, Board administration will hold a public Information Session as key communication service for the local community.
4. When the Board is directed to dispose of the property, within 120 days the Minister shall,
 - a. identify the person or body to whom the property must be offered, or
 - b. inform the Board that it must dispose of the property but may offer it to any person or body.
5. If the Ministry directs the Board to dispose of the property to any person or body, the Board will follow step 5 of the Discretionary Disposition Process above.

The processes are further defined in the Property Disposition Procedure and O. Reg. 374/23 as well as the prescribed time frames for notification or reporting to the Minister of Education for any acquisition or disposition.

Exceptions to the disposition of property process as identified by O. Reg. 374/23 includes:

- The property is disposed of to the City of Hamilton, or a local board of the City of Hamilton with the purpose of acquiring the land to provide one or more of the services described in subsection 2(4) of the *Development Charges Act, 1997*. These include water supply, waste water services, storm water drainage and control, highway, electrical power, some transit, policing and fire protection services.



Property Disposition

Date Approved: XXXX

Projected Review Date: XXXX

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- The property is leased to a person or body whose purpose in acquiring the property is to occupy and use the property for the purposes of a child care centre, a child and family program, a third party program, or providing a children's recreation program as described under the Child Care and Early Years Act, 2014.

PROGRESS INDICATORS:

Intended Outcome	Assessment
Ensure all accommodation and community engagement strategies are considered through the disposition process.	Measured through the analysis and accommodation strategies in the Long- Term Facilities Plan, and through various community engagement processes and feedback in the disposition procedure.
Be in full compliance with all legislative and regulatory requirements when disposing of, leasing, or granting easements of HWDSB real property.	Measured through the procedures as outlined within all legislative and regulatory requirements.

REFERENCES:

Government Documents

Education Act

Ontario Regulation 374/23



Transportation

Projected Review Date: XXXX

PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) is committed to providing the best possible learning environment for its students. This commitment includes providing safe, secure and on-time transportation to and from school for eligible students that is cost-effective and efficient.

GUIDING PRINCIPLES:

HWDSB recognizes:

- The importance of transportation that brings students to and from school on time, which supports their learning and well-being.
- That parents, guardians and caregivers share in the responsibility for the safe arrival of their children to and from school.
- That safety is also a joint responsibility of communities, municipalities and policing authorities.
- That school buses are an extension of the school. Students are responsible for their conduct on the bus in accordance with Board policies and procedures.
- Working in collaboration with Hamilton-Wentworth Student Transportation Services (HWSTS) to support alignment of transportation to ensure fiscal responsibility.

INTENDED OUTCOMES:

When providing transportation, HWDSB will take steps to:

- Ensure the board can provide safe, timely, effective and efficient transportation services.
- Ensure transportation services support the Multi-Year Strategic Plan of HWDSB.

RESPONSIBILITY:

Director of Education
Members of Executive Council

TERMINOLOGY:

Community Stop: A common area for student pick-up and drop-off which may include, but are not limited to parks, schools and places of worship. Community stops utilized by French Immersion students may not adhere to the standard distance guidelines, while they may still be eligible for transportation under the policy.



Transportation

Projected Review Date: XXXX

Courtesy Transportation: Additional riders, who would normally be ineligible, are accommodated on the school bus without any increase in cost or negative impact on existing service.

Executive Council: Superintendents and the Director of Education. Executive Council is responsible for the overall operations of HWDSB.

Parent: This includes parents, guardians and caregivers.

Secondary Specialized Learning Programs: Are unique, innovative learning programs in focused areas, designed to engage students who have differing educational interests. These programs complement subject/courses consistent with the Ontario Curriculum, however, offer specialized learning opportunities that develop skills with greater depth and intensity. In secondary schools, the courses attached to these programs will be credit granting (i.e. Cosmetology, Specialist High Skills Major, and Dual Credit).

Tier 3 Alternative System Programming: Expectations that outline learning related to skill development in areas represented in the Ontario Curriculum or areas not represented in the Ontario Curriculum (ex. social skills). Under the current Ministry of Education Student Transportation Funding model, there is no funding provided for transportation to special programs. (i.e. Artsmart, International Baccalaureate, and Audition-Based Performing Arts at Glendale).

ACTION REQUIRED:

Maintain accessible operating Policies and Procedures regarding transportation through Hamilton Wentworth Student Transportation Services (HWSTS).

Eligibility

Students residing in all urban and rural areas as defined by the City of Hamilton Official Plan may be eligible for transportation services to their in-catchment school when the walking distance exceeds the following:

Elementary School	Kindergarten	1.2 km
Elementary School	1-8	1.6 km
Secondary School	9-12	3.2 km

Method

HWSTS will decide the method of transportation, ensuring it is provided in a safe and appropriate manner (i.e. school bus, school-purposed vehicle, taxi cab, Hamilton Street Railway).



Transportation

Projected Review Date: XXXX

Safety

Exceptions to the walking distance requirements for transportation service eligibility may be granted in extraordinary circumstances, such as safety hazards, including the absence of a safe walkway.

Transportation may be arranged for students under these circumstances, pending approval from the Associate Director of Business Services & Board Treasurer.

Exceptions to the walking distance requirements for transportation service eligibility may also be revoked when the cause of the exception no longer exists or has been rectified. In these cases, students, parents, caregivers, and families will be given adequate notice of a review of the exception and in the event of a removal, sufficient notification that transportation will no longer be provided.

HWSTS will ensure that exceptions are reviewed on a periodic and timely basis in accordance with the Guiding Principles contained in this policy.

The scheduled length of time on a vehicle provided through HWSTS shall not exceed 60 minutes one way.

Parents of Kindergarten students are required to accompany and remain with the student until picked up by the vehicle. No Kindergarten student will be left unattended at a pickup point. Parents/guardians are also required to be on time and present at the drop off point to receive their Kindergarten students.

Courtesy Transportation

Under the current Ministry of Education Student Transportation Funding model from the Ministry of Education, Courtesy Transportation may be provided to students at no cost to the Board, in accordance with HWSTS Courtesy Rider / Empty Seat Procedure, by the first week of October on an annual basis.

Special Education

Transportation services will be dependent on an assessment of the individual student's needs assessment. See also Tier 3 Alternative System Programming.

Barriers to Student Achievement

Executive Council will have the discretion to provide transportation to support student success, based on available funding. It is acknowledged that the transportation allocation of the Ministry of Education's Core Education Funding model does not provide funding for certain items (i.e. short-term suspensions).

Program Priority

Notwithstanding statements elsewhere in this policy, transportation services are provided for the following program priorities:

- French Immersion – using Community Stops that may not meet the standard distance guidelines
- Secondary Specialized Learning Programs
- Tier 3 Alternative System Programming



Transportation

Projected Review Date: XXXX

The method of transportation provided for the above program priorities to a student's in-catchment program school will be determined based on available funding and safety.

PROGRESS INDICATORS:

Intended Outcome	Assessment
Ensure the board can provide safe, timely, effective and efficient transportation services.	This will be measured through the HWSTS annual Transportation Consortium Update, given to the Board of Trustees every fall.
Ensure transportation services support the Multi-Year Strategic Plan of HWDSB.	This will be measured through the HWSTS annual Transportation Consortium Update, given to the Board of Trustees every fall.

REFERENCES:

Government Documents

Child, Youth and Family Services Act

COMMITTEE REPORT

Presented to: Board

Date of Meeting: May 5, 2025

From: Governance Committee

Date of Meeting: April 14, 2025

The committee held a hybrid meeting on April 14, 2025, at 6:10 pm with Trustee Buck presiding.

Members: Trustees Becky Buck, Sabreina Dahab, Maria Felix Miller and Paul Tut^(R). Also in attendance: Trustees Kathy Archer*, Todd White* and Abby Zaitley.

*electronic participation, ^(R)regrets

ACTION ITEM(S):

A. Director Performance Appraisal Committee (O. Reg. 83/24)

Staff presented the report, noting that the regulation requires that no later than May 15th in each year, boards shall establish a committee responsible for conducting the performance appraisal of the Director of Education. The Board of Trustees passed a motion in 2024, noting that the Governance Committee would be responsible for the DPA as part of their committee mandate. The motion also included that the Chair of the Committee be selected by the committee following the Organizational Board Meeting (held in November), the decision-making authority within the regulation given to the Governance Committee supersedes the regular approval process and that membership for the committee be extended to seven members and must include the Chair and Vice Chair of the Board. The committee noted that, given that this is the first full evaluation cycle being conducted under the regulation, the Governance Committee should continue with this responsibility and look forward to future discussions once additional evaluation cycles have been completed.

On the motion of Trustee Miller, the Governance Committee **recommends that the Governance Committee continue to serve as the committee responsible for conducting the annual performance appraisal of the Director of Education, as prescribed by O. Reg. 83/24.**

CONSENT

MONITORING ITEM(S):

B. Board of Trustees Self-Assessment: Follow-Up and Implementation

Staff provided a report based on feedback from the Board of Trustees' Self-Assessment for the committee to review and discuss. The committee appreciated the proposals made by staff to address the opportunities for improvement noted by the survey feedback related to meeting preparation, committee meeting attendance and relationship building. The committee asked that when staff prepare the proposal for learning sessions for Trustees, to consider including an opportunity for Trustees and City Councillors to meet and connect on ward-specific issues and concerns. Committee Chair Buck also reminded Trustees of the required *Essential Governance 2025* training that would be made available by the end of this month through the Ontario Education Services Corporation (OESC). The training will include self-directed online modules and webinars to address topics such as Conflict Management, Finance, Code of Conduct, Director of Education Performance Appraisal and Community Engagement Promoting Student Achievement.

Respectfully submitted,
Trustee Buck, Chair of the Committee

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

COMMITTEE REPORT

Presented to: Board

Date of Meeting: May 5, 2025

From: Finance and Facilities Committee

Date of Meeting: April 17, 2025

The committee held a hybrid meeting on April 17, 2025, at 11:30 am, with Trustee Paul Tut presiding.

Members: Trustees Amanda Fehrman, Kathy Archer*, Maria Felix Miller* and Paul Tut. Also in attendance were Trustees Abby Zaitley* and Graeme Noble*.

*Electronic participation, ^(R) Regrets

ACTION ITEMS

A. Long-Term Facilities Plan: Accommodation Strategy

Staff presented the Accommodation Strategy Schedule that recaps completed accommodation strategies since 2022-2023 and outlines future accommodation strategies identified by staff. The boundary review for the new Binbrook II Elementary School includes Bellmoore Elementary School and Shannen Koostachin Elementary Schools. The boundary review for the new Waterdown Elementary School includes Allan A. Greenleaf, Flamborough Centre, Guy B. Brown and Mary Hopkins Elementary Schools.

On the motion of Trustee Amanda Fehrman, the Finance and Facilities Committee RECOMMENDS: That the 2025-2026 Accommodation Strategy Schedule be received.

On the motion of Trustee Amanda Fehrman, the Finance and Facilities Committee RECOMMENDS: **That the New Waterdown Elementary School and New Binbrook II Elementary school Boundary Reviews be approved to commence in the Fall of 2025, in accordance with the Board’s approved Boundary Review Policy in effect at the commencement of the Boundary Reviews.**

CARRIED.

MONITORING ITEMS

B. 2025-2026 Non-School Based Staffing Projections

Staff presented the preliminary staffing levels for staff identified as non-school based. It was noted that this is the base level of staffing subject to change as additional funding information is received from the Ministry of Education.

C. Status of Core Education Funding and Next Steps in Budget Process

The Ministry of Education has not released Core Education Funding to date. Staff are not expecting any changes to the proposed budget approval schedule.

Respectfully submitted,
Paul Tut, Chair of the Committee

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

Initial Boundary Review Report - Binbrook II

Boundary Review Study Area

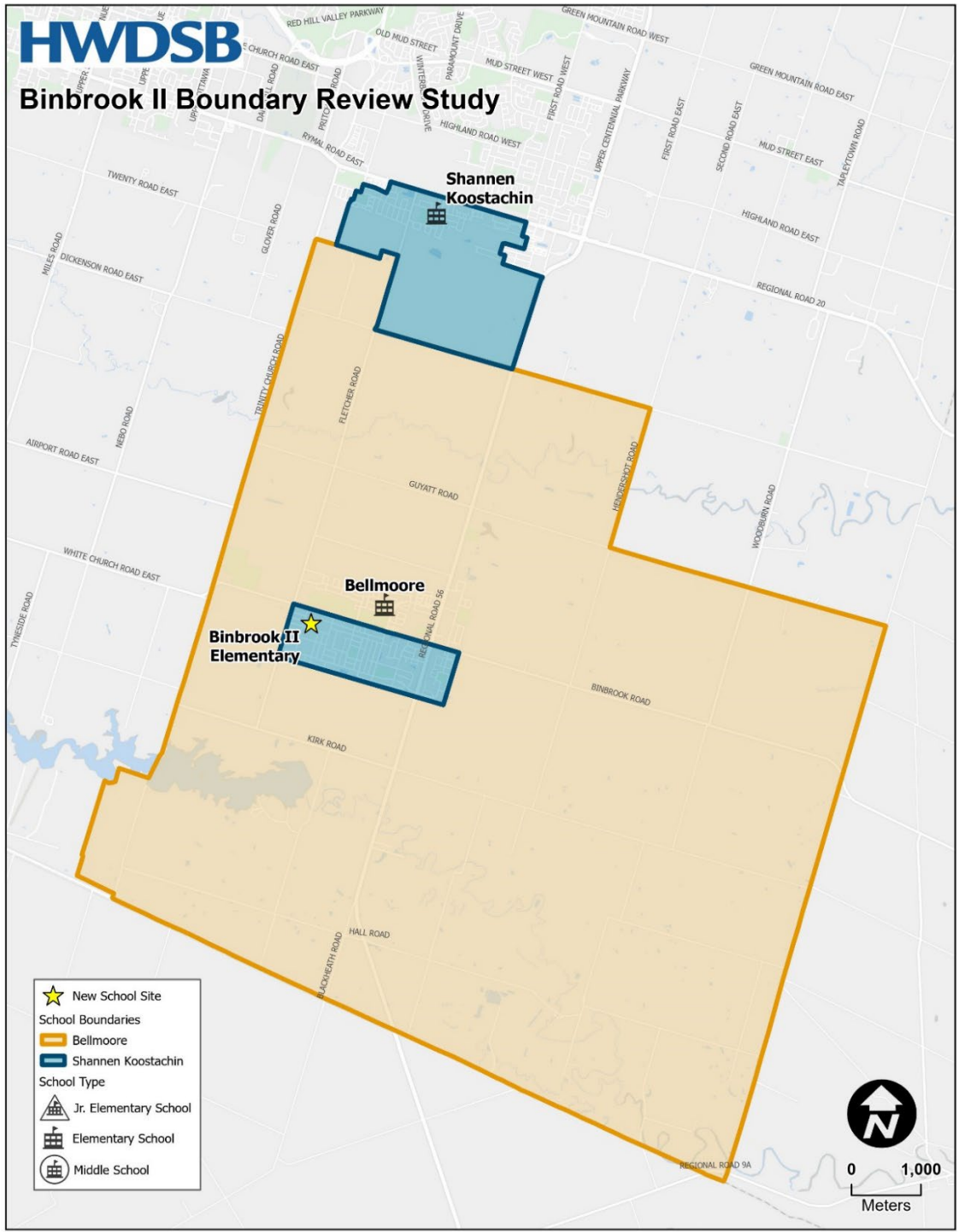


Figure 1: Boundary Review Study Area Map

Initial Boundary Review Report - Waterdown

Boundary Review Study Area

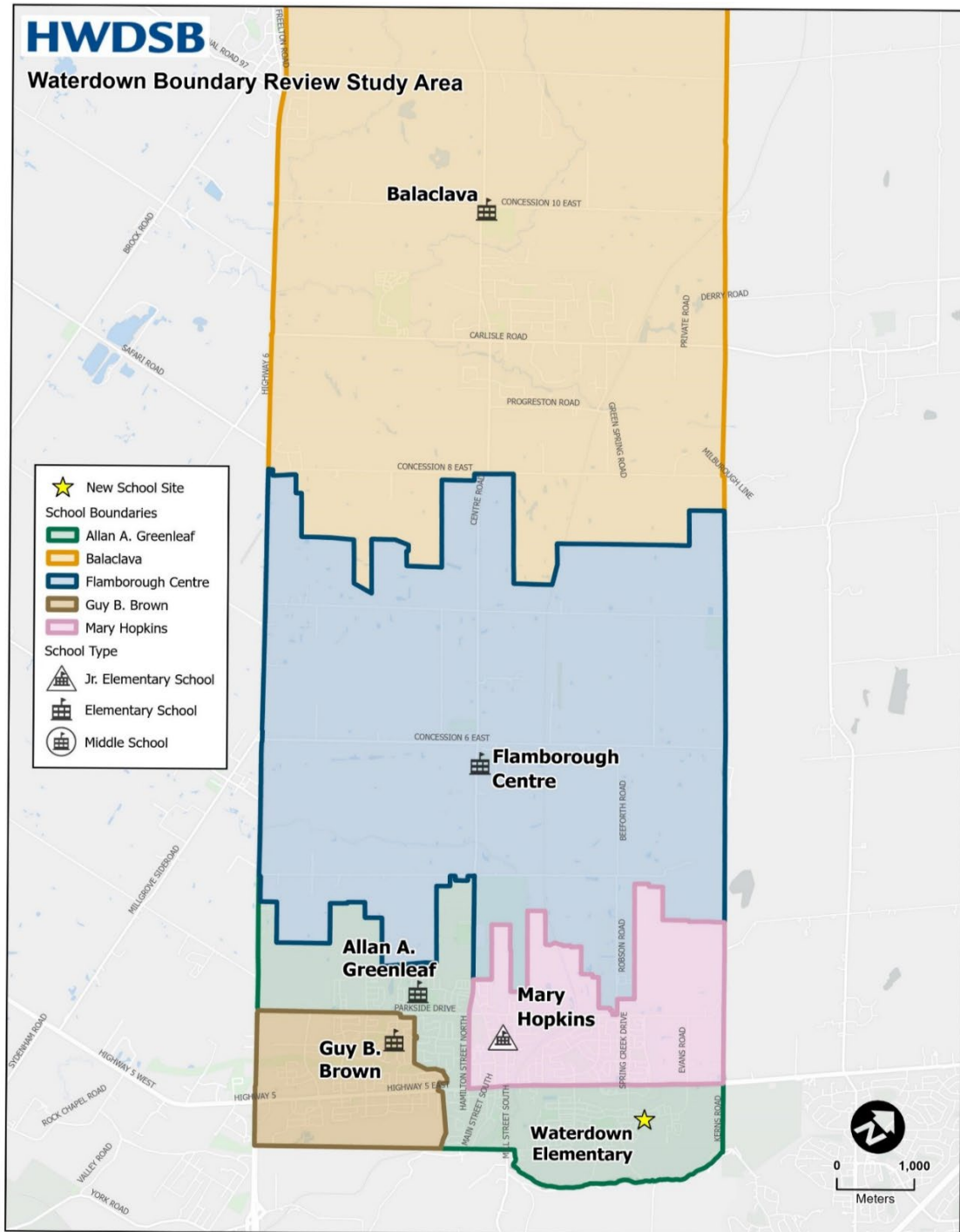


Figure 1: Waterdown Boundary Review Study Area

COMMITTEE REPORT

Presented to: Board

Date of Meeting: May 5, 2025

From: Program Committee

Date of Meeting: April 22, 2025

The committee held a hybrid meeting on April 22, 2025, at 6:00 pm with Trustee Amanda Fehrman presiding.

Members: Trustees Kathy Archer*, Becky Buck*, Sabreina Dahab^(R), Amanda Fehrman and Elizabeth Wong^(R).

Also in attendance: Trustee Abby Zaitley.

* electronic participation, ^(R)regrets

MONITORING ITEM(S):

A. Indigenous Education

Staff presented the Indigenous Education report on the Indigenous Education Policy and the Indigenous Education Circle Strategic Action Plan (IECSAP). The Indigenous Education Policy is approaching its first-year anniversary, while the IECSAP is nearing its final year. The intent of the IECSAP is to build upon lasting and systemic change as a reconciliation action plan and as such, it is up for renewal and revitalization.

The Indigenous Education Policy was approved in June 2024 and provided an anchor for professional learning by using the policy as a foundational resource tool rooted in local Indigenous knowledge and principles. Key learnings being explored by staff include clarification of roles and responsibilities, identifying gaps in Indigenous inclusion, cultural accuracy, an understanding of treaty responsibilities, and professional development that is layered and ongoing.

The Indigenous Education Circle Strategic Action Plan (IECSAP) is a legacy and reconciliation action plan which is grounded in community, culture, and ceremony, serving as a living document for systemic transformation. The Education Circle Strategic will move through a period of reflection and renewal and honour the work accomplished across the Family Fires: Language, Culture, Ceremony, Governance, and Territory.

B. Nutrition Strategy Update

Staff presented the report noting that following the board motion in June 2024, staff have worked on the development of a nutrition strategy to increase the accessibility of School Nutrition Programs (SNPs) in schools, and hired a Student Nutrition Coordinator, to further develop and implement a Board-wide Nutrition Strategy. Overall, student nutrition programs have grown this past year across HWDSB schools.

Staff highlighted the following key takeaways from the April 2025 survey completed by schools:

- Most schools reported having an active Student Nutrition Program.
- Limited funding remains a common barrier and has affected the ability to operate programs at their desired capacity.
- Many schools require logistical and operational support to sustain or expand their nutrition programs (e.g., space, equipment).
- Food sourcing, volunteer recruitment and community partnerships were the most requested forms of support.

Staff are committed to the following actions to strengthen and support Student Nutrition Programs across HWDSB. These next steps focus on addressing challenges, increasing program sustainability, and providing schools with tools and resources needed to operate successful programs.

- Food Handling Certification for SNP volunteers
- Allocating funding and resource donations made to school-based nutrition programs
- Development of an SNP Toolkit to help school overcome common challenges by providing practical tools, guidance, and best practices to support SNPs.

C. Ministry Student Achievement Action Plan

Staff presented the report noting that as part of Bill 98: Better Schools and Student Outcomes Act. School boards are required to complete a Ministry of Education Student Achievement Plan template and report and publicize the report for their communities. The foundational priorities of the Achievement Plan include Achievement of Learning Outcomes in Core Academic Skills, Preparation of Students for Future Success and Student Engagement and Well-Being.

Staff will post the Plan as required by April 30, 2025, to the board website. The ministry template is pre-populated with data derived from the Education Quality and Accountability Office (EQAO) and from the Ontario Student Information System (ONSIS). It was noted for the committee that staff use the same measures to report on our Board Improvement Plan progress with some slight differences in methodology, which results in the two plans containing marginally different results for the same indicators. Staff continue to closely monitor our progress indicators for each of our five Board Improvement Plan goals and report publicly the steps we have taken to support student achievement and well-being, what we have learned and what our next steps are. In May, staff will launch a community consultation through the HWDSB Engage platform to share progress and, in keeping with Bill 98, invite feedback from the community on the work being completed throughout the year.

Respectfully submitted,
Amanda Fehrman, Chair of the Committee

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

Committee Report

Presented to: Board

Meeting date: May 5, 2025

From: Parent Involvement Committee

Meeting date: April 8, 2025

The committee held a PIC meeting on April 8, 2025, from 6:31 p.m. to 8:34 p.m. with Heidi Oglesby presiding.

Members Present: Matthew Adams, Amanda Levesque, Alissa Fairley, Ariana Harris, Mohamed Khamis, Heather Lambert-Hillen, Tim Louks, Heidi Oglesby, Vanessa Ozer, Mike Palma, Michele Quinn, Christine Sandor, Cindy Stranak, Lisa Veloce, Andrea Hamilton, Emma Haslam Topping, Laura Mulder, Meagan Shanahan. Trustee Amanda Fehrman. Also in attendance Trustee Abby Zaitley.

Regrets: Amanda Lloyd, Nikki Carter, Erin Copeland, Jennifer Csele Lynne, Anita Fonseca Becar, Cheryl Hue, Celine Link, Lorraine Lowry, Alissa Shuker, Danielle Schwalm, Lisa Zhao.

MONITORING ITEMS:

A. Old Business

Safe School Update

Superintendent Goodacre shared updates on a variety of items related to Safe Schools. This information was provided as a follow up from a presentation by Superintendent Gerry Smith to the committee in the Fall.

PIC Bylaw Update

Members of the Bylaw Subcommittee shared that the PIC Bylaws are in the process of being updated and will be presented at the PIC meeting in May.

B. New Business

Transportation

Associate Director Matthew Gerard and General Manager of Hamilton-Wentworth Student Transportation Services Sherry Roswell shared updates and valuable information regarding Transportation procedures and answered questions from members of the committee.

School Council Bylaw Template

Superintendent Goodacre shared a proposed school council bylaw template with PIC for comment and review. The bylaws template is being developed and considered for use to assist with the effective operation of School Councils.

Director's Performance Appraisal

Superintendent Goodacre shared information on the requirements of the Director's Performance Appraisal process. Members of PIC received a direct email regarding this process.

Health and Peer Relation Survey Information

Superintendent Goodacre shared information pertaining to the survey and answered questions that arose.

C. Trustees Report

Trustee Fehrman welcomed to PIC the new Trustee of Ward 4, Trustee Abby Zaitley.

Trustee Fehrman announced Sanad Ala Bizanti from Ancaster High and Evelyn Watson from Orchard Park will be the Student Trustees for next year. Shakowennakara:tats Daunte Hillen will be returning for another term.

The Prom Project was very well received and was a great success.

HWDSB recently hosted Ontario Public School Board Association Trustee regional meeting. This meeting allowed a sharing of information between different school boards.

Student Trustees lead a leadership conference for students within HWDSB. The conference was a great success and a demonstration of student leadership.

D. Reports from other Committees

Hamilton-Wentworth Council of Home & School

Heather Lambert Hillen shared they welcomed the Vice President of the Hamilton-Wentworth Elementary Teachers local and long-standing representative from the Ontario Secondary School Teachers Federation to their last meeting.

The Home & School Council received a trustee report from Trustee Dawn Danko.

The Ontario Federation of Home School Association Convention is happening in May 2025.

Parent Conference Update

Heather Lambert Hillen and Angela Ayeni shared information from the latest meeting of the planning committee and handed out proposed event agenda. Feedback was shared and taken back for the consideration of the planning committee. The conference will be May 31st, 2025 at Sherwood Secondary School.

Rural Schools Community Advisory Committee

Heidi Oglesby shared that the second and final meeting is being held April 30th, 6:30 to 7:30

Public Comments

Heather Lambert Hillen shared that Chairperson Patrick Daley of the HWCDSB is moving on after 36 years with the board.

Respectfully submitted,
Amanda Lloyd, Chair

Committee Report

Presented to: Board

Meeting date: May 5, 2025

From: Faith Community Advisory
Committee

Meeting date: April 15, 2025

The committee held a meeting on April 15, 2025, from 6:00 - 7:17 pm with Co-Chairs Nick Sahami and Charles Chiarelli presiding.

Members: Charles Chiarelli, Meaghan Dummer, Pooja Mathuria, Ala Mohamed, Sukhi Dhillon, Nick Sahami, Mahendra Deonarian, Lauraline Gardner and Trustee Becky Buck. Trustee Abby Zaitley was also in attendance.

Regrets: Geoffrey Cameron, Rabbi Miriam Wajnberg and Mishal Tahir.

MONITORING ITEMS:

A. Religious and Creed Observances and Days of Significance

Members shared their feedback for the 2025 2026 Religious and Creed Days of Observances Draft document. Superintendent Smith advised that the suggestions will be revisited with the Equity Department and the revised draft will be shared with the Committee before the next meeting for a final review.

B. Items to Consider When Thinking about Being a Guest Speaker

Staff presented pertinent information to support Committee members in fielding questions from potential speakers. Staff highlighted the goals and relevance of the learning; accessibility; awareness of the impact of statistics and intersectionality with a focus on Authenticity, Accuracy and Accountability.

C. Annual Hamilton Community Prayer Breakfast

Staff provided the Committee with the details for the 47th Annual Hamilton Community Prayer Breakfast and extended an invitation to any Committee members who wish to attend this year's event.

D. Updates

Superintendent Smith introduced Tanya Tymkiv, System Principal, Equity K -12 and shared that she will be sharing information from the Equity Department at a future meeting. Committee members were reminded that they can connect with either Co-Chair if they have items they would like included in future meetings.

E. Trustee Update

Trustee Buck introduced Trustee Abby Zaitley who has joined HWDSB through the bi-election in January and shared that she is taking the time to attend various Committees to gain an understanding of the Committees. Trustee Buck shared her recent experience attending at Hamilton City Hall with Vice Chair Trustee Tut and Director of Education Sheryl Robinson Petrazzini to celebrate Sikh Heritage Month. She also provided highlights for the Ellevate Program, which is a new, pilot program hosted at Mohawk College that supports students from HWDSB who are learning English as an additional language while developing a post-secondary plan. She shared details regarding her recent experience attending the Prom Project, an event that provides students with the opportunity to pick out formal wear for their proms and graduations free of charge; the Excel In Style event, which was held at Bernie Custis on March 13th which involved 40 Hair stylists supporting students with textured hair by providing free hair services and products and she spoke to the contagious energy of the organizer and wonderful experience of the community and HWDSB coming together. Lastly, Trustee Buck highlighted the Trailblazer Summit that was held last week at the Board Office by HWDSB's three Student Trustees. The student-led event enjoyed participation by a couple hundred students with a focus on student leadership. Trustee Dahab and Trustee Zaitley co-facilitated a workshop at the event and Trustee Buck shared a thank you to the staff and Trustees involved in this event.

Respectfully submitted by
Charles Chiarelli and Nick Sahami
Co-Chairs



BOARD REPORT

May 5, 2025

October 2025 Professional Activity Day - Date Change

Submitted By: Sheryl Robinson Petrazzini, Director of Education

Prepared By: Simon Goodacre, Superintendent of Equity & Student Achievement

Recommendation:

That the 2025-2026 School Year Calendar be approved by amending the Professional Activity Day scheduled for Monday, October 20, 2025, to Friday, October 24, 2025.

Background:

The 2025 – 2026 School Year Calendar for HWDSB was ratified by the Board in February 2025 and approved by the Ministry of Education in March 2025. In the development of the initial calendar, the Ministry of Education recommended that a Professional Activity Day be scheduled on Monday, October 20th, 2025, to align with a potential Federal election.

The School Year Calendar is developed within the requirements of Reg. 304 of the Education Act. This regulation sets out the parameters for approving and amending the School Year calendar. Provisions within the regulation provide for changes to the date of a Professional Activity Day after initial Ministry approval should a circumstance arise which was unforeseen at the initial time of approval. Changes to a Professional Activity Day do not require additional Ministry of Education approval. Any changes to the Professional Activity Day dates would need to be shared with parents, school community partners and the Ministry of Education as early as possible.

Status:

Federal Election Change

Given the announcement of a federal election on April 28, 2025, there is no longer a need to hold a date in October, and it is proposed that the Professional Activity (PA) day be rescheduled to better align with our academic calendar and optimize staff and student engagement. This

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change aims to enhance the effectiveness of our PD sessions by selecting a date that minimizes conflicts and maximizes participation. The proposed change would move the PA Day from Monday, October 20, 2025, to Friday, October 24, 2025. During the public consultation process for the initial calendar, feedback was received that Friday is the preferred day of the week for PA Days.

Communication

A communication plan will be implemented to ensure that families and members of the community are aware of the change in date of the Professional Activity Day.

Professional Learning and School Operations

The amendment requests will provide for HWDSB staff to engage in the originally scheduled Professional Activity Day learning on Friday, October 24, 2025. Staff and students will attend school as a regular day on Monday, October 20, 2025.

Other School Boards

Joint planning regarding this Professional Activity Day is occurring with the co-terminus board, and both boards are proposing the same date change. This cooperation is important to coordinate costs around transportation. This amendment can occur and maintain the same number of Professional Activity Days aligned between the two school boards.

Financial Implications:

Transportation costs are the primary source of financial implication from the School Year Calendar. As both school boards are moving their Professional Activity Days in order to maintain alignment, there are no financial implications that result from staff's recommendations.

Strategic Directions:

Collaborating with Students, Families & Communities

We will build reciprocal relationships and partnerships to enhance access and engagement for students, families, and communities.