

**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: June 17, 2024](#)

Reports from Trustee Special Committees:

7. [Program – June 6, 2024](#)
8. [Finance & Facilities – June 11, 2024](#)
9. [Audit – June 18, 2024](#)

Reports from Legislated Committees:

10. [Parent Involvement Committee – June 11, 2024](#)
11. [Special Education Advisory Committee – June 12, 2024](#)

12. Report from Committee of the Whole (Private) – June 24, 2024

13. Oral Reports from:

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

14. Adjournment

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**Trustees:** Kathy Archer (Electronically), Becky Buck, Sabreina Dahab, Dawn Danko (Electronically), Amanda Fehrman, Maria Felix Miller, Graeme Noble (Electronically), Paul Tut and Todd White.

**Regrets:** Trustees Ray Mulholland and Elizabeth Wong. Student Trustees Thomas Lin and Harry Wang.

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**1. Call to Order**

The meeting was called to order at 6:15 pm.

**2. Approval of the Agenda**

**RESOLUTION #24-94:** Trustees Buck/Fehrman moved that the agenda be approved.

**CARRIED UNANIMOUSLY**

Trustee White was not present for the vote.

**3. Declarations of Conflict of Interest – None**

**4. Confirmation of the Minutes: June 10, 2024**

**RESOLUTION #24-95:** Trustees Buck/Tut moved that the minutes from June 10, 2024 be confirmed.

**CARRIED UNANIMOUSLY**

Trustee White was not present for the vote.

**Reports from Trustee Special Committees:**

**5. Policy – May 29, 2024**

**RESOLUTION #24-96:** Trustees Buck/Dahab moved that the Policy committee report from May 29, 2024 be approved including the Indigenous Education Policy and the Policy Development Process.

**6. Human Resources – June 3, 2024**

**RESOLUTION #24-97:** Trustee Danko/Noble moved that the Human Resources Committee report from June 3, 2024 be approved including that the Chair of the Board issue a response to the letter indicating that since the move to central bargaining in 2014, we as a Board cannot set a wage for employee groups, however, there are steps the Board could take with OPSBA for the next round of bargaining.

**CARRIED UNANIMOUSLY**

**Reports from Legislated Committees:**

**7. Special Education Advisory Committee (SEAC) – May 29, 2024**

**RESOLUTION #24-98:** Trustees Danko/Buck moved that the Special Education Advisory Committee report from May 29, 2024 be received.

**CARRIED UNANIMOUSLY**

**8. Report from Committee of the Whole (private) – June 17, 2024**

**RESOLUTION #24-99:** Trustees Tut/Fehrman moved that the Committee of the Whole report from June 17, 2024 be approved including that the Human Resources Committee report from June 3, 2024 be received.

**CARRIED UNANIMOUSLY**

Meeting adjourned at 6:45 pm

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

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**Trustees:** Kathy Archer (Electronically), Becky Buck, Sabreina Dahab, Dawn Danko (Electronically), Amanda Fehrman, Maria Felix Miller, Graeme Noble, Paul Tut and Todd White, and Elizabeth Wong.

**Regrets:** Trustee Ray Mulholland and Students Trustee Thomas Lin and Harry Wang.

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### 1. Call to Order and Land Acknowledgement

Maria Felix Miller, Chair of the Board, called the meeting to order at 7:00 pm.

### 2. Declarations of Conflict of Interest

None.

### Reports from Staff

#### 3. Educational Development Charges Update

Staff [presented](#) the report in response to the motion from May 27, where the Board requested that staff calculate a differentiated rate model with two categories (bachelor and 1-bedroom affordable housing units in high-density developments and all other housing categories) and if the calculation could not be completed to provide details with the associated barrier of the calculation request.

Staff noted that as part of the recommendation, consideration could be made to extend the residential development credit from the current by-law of two-years (minimum legislative requirement) to 5-years to allow phased projects more time to use the demolition credits before expiry.

Staff noted that the City of Hamilton is the only source for data needed to support calculations for differentiated rates based on the motion and moving forward, staff will continue discussions with Hamilton is Home, City Housing Hamilton, and the Development Charges, Programs and Policies Division of Corporate Services for the City of Hamilton to understand projected developments.

**RESOLUTION# 24-100:** Trustees White/Dahab moved that staff provide a progress report before the end of term in 2026.

**CARRIED UNANIMOUSLY**

**RESOLUTION# 24-101:** Trustees White/Noble moved, as amended:

1. That the Education Development Charges by-law section 9 be modified from a 2-year to a 5-year credit window for demolition of existing residential units.
2. That staff be directed to engage the City of Hamilton Development Charges, Programs, and Policies Division of Corporate Services to collect the necessary data to allow HWDSB staff to calculate, for the consideration of Trustees, a differentiated rate for bachelor and 1-bedroom affordable housing units in high-density apartment developments constructed by non-profit or charitable organizations at the next by-law renewal (2029).

And that staff provide a progress report before the end of term in 2026.

**CARRIED UNANIMOUSLY**

#### **4. Educational Development Charges: Successor By-Laws**

Chair Miller noted that HWDSB was proposing to enact an Education Development Charges Bylaw. The purpose of any Board in implementing education development charges is to provide a source of funding for new school sites as these are not funded by a per pupil grant under the province's capital funding model.

Staff presented the Education Development Charges Successor By-law report noting that on June 6, 2024, the Minister of Education approved the EDC enrolment projections and number of school sites underlying the proposed by-law.

**RESOLUTION #24-101A:** Trustees White/Buck moved that the report be received.

**CARRIED UNANIMOUSLY**

The Chair asked if any delegates wished to come forward and present their delegation on the proposed successor by-laws – no delegations came forward. The Chair noted for the Board of Trustees that one written delegation was received from West End Home Builders' Association.

**RESOLUTION #24-101B:** Trustees White/Buck moved that the written delegation be received.

**CARRIED UNANIMOUSLY**

**RESOLUTION #24-102:** Trustees Tut/Fehrman moved that HWDSB resolve that no further public meeting, with respect to the proposed Education Development Charges By-law, be necessary.

**CARRIED UNANIMOUSLY**

**RESOLUTION #24-103:** Trustees White/Buck moved:

1. That the Education Development Charges By-law as well as the underlying EDC policies contained in the By-law, come into force on July 1, 2024, for a period of 5 years, with a residential EDC rate of \$1,873.00 per dwelling unit, increasing to \$2,040.00 per dwelling unit on July 1, 2025. The EDC rate is applicable to lands in the City of Hamilton.
2. That the non-residential rates of \$0.60 per square foot of gross floor area coming into force on July 1, 2024, for a period of 5 years, increasing by \$0.10 per annum be approved.

Following approval of the recommended action, Vice Chair Tut presented a motion related to Education Development Charges.

**RESOLUTION # 24-104:** Trustees Tut/Danko moved: That the Chair of the Board to write a letter to the Minister of Education, Todd Smith, urging the Minister to:

1. Review the current legislation and regulations pertaining to Education Development Charges and consider amending the existing legislative scheme to allow school boards to apply a different rate or scheme for not-for-profit or supportive housing projects without facing penalties or losing essential core educational funding.
2. Ensure that any amendments made to the EDC framework enable school boards to support housing and homelessness solutions within their communities while maintaining the necessary financial resources to address core educational needs.

And that a copy of this letter be sent to local Members of Provincial Parliament (MPPs), the Ontario Public School Boards' Association (OPSBA) for distribution to school board members.

**CARRIED UNANIMOUSLY**

The meeting was adjourned at 8:11 p.m.

Reference: [Meeting Package](#) [Recording](#)

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: June 24, 2024

From: Program Committee

Date of Meeting: June 6, 2024

The committee held a meeting from 6:34 p.m. to 9:58 p.m. on June 6, 2024, at 20 Education Court, Room EC-340D with Trustee Amanda Fehrman presiding.

Members present: Trustees Kathy Archer (Electronically), Sabreina Dahab, Amanda Fehrman and Elizabeth Wong (Electronically). Also in attendance: Trustee Todd White and Student Trustee Thomas Lin

Regrets: Trustee Dawn Danko

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**ACTION ITEM:**

**A. Nutrition Programs in Schools**

Staff presented the report to the Program committee noting that school nutrition programs provide valuable opportunities for our students and are championed by principals, school-staff, volunteers and valuable community partners. Nutrition Programs are broad and vary by school (type of program offered as well as the size of the program) and are guided by the Board’s Nutrition policy and procedure. Staff noted that the Ministry of Education is specific on how funding dollars are spent and does not include funding food programs in schools. HWDSB would need to review other options such as fundraisers, additional community partners etc. to provide a nutrition program offering in all schools and ensure each school had adequate support from volunteers to proceed.

**On the motion of Trustee Dahab, the Program Committee recommends that HWDSB endeavour to have nutrition programs in all schools.**

**CONSENT**

**MONITORING ITEMS:**

**B. Ministry Updates**

Staff noted for the committee that the Ministry of Education updated PPM 128: Code of Conduct as well as updated the OSSD Graduation Requirements, effective September 2024.

**C. Human Rights and Equity Action Plan**

Yohanna Otite, Human Rights and Equity Advisor presented the report to the committee highlighting the following key priority areas and commitments:

- Indigenous Education Wellness
- Inclusive Classroom Pedagogies and Learning Environments
- Dismantling Anti-Black Racism
- Anti-racist and anti-oppression learning and work environments
- A culture of addressing human rights barriers, discrimination, and harassment
- Employment equity, diversity, and inclusion

Staff plan to develop an annual work plan of key actions and steps to be taken at both the system and school levels to implement the six priority areas and report will be presented to the Program Committee in Spring next year.

**D. Safe Schools, Suspension and Expulsion Data, 2022-2023**

Staff presented the report to the committee and highlighting data related to suspensions and expulsions for 2022-2023. Staff highlighted that in response to two consecutive data sets yielding similar trends from a disproportionality lens, work would be focused on proactive prevention and responding to students with appropriate and relevant interventions. A partnership with YMCA Alternative to Suspension program for elementary students on short-term suspension, was extended after a successful pilot year. The program supports students in developing and practicing problem solving skills and assists with literacy/numeracy in partnership with the home school. For elementary long-term suspensions, a wrap-around approach is being utilized based on individual identities and specific learning needs, to tailor academic and prosocial programming in conjunction with the home school.

Professional Learning with principals and vice-principals continues to focus on supporting their decision-making processes to strategically address disproportionality trends.

Respectfully submitted,  
Amanda Fehrman, Chair of the Committee

Reference: [Committee package](#) [Meeting Recording](#) and [presentation](#)

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: June 24, 2024

From: Finance and Facilities Committee

Date of Meeting: June 11, 2024

The committee held a hybrid meeting from 6:09pm to 7:17pm on June 11, 2024, with Trustee Paul Tut presiding as Chair.

Members participating were: Trustees Becky Buck, Amanda Fehrman, Maria Felix Miller, Paul Tut and Todd White.

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**MONITORING ITEMS:****A. Interim Financial Report – April 30, 2024**

The interim financial status report presented was based on information available and assumptions as of April 30, 2024. Budget to actual trends were reviewed in order to forecast the Boards August 31, 2024, year-end position from a financial, staffing and enrolment perspective. The forecast for spending as of August 31, 2024, based on expenditures and revenue as of April 30, 2024, shows a projected deficit of \$632,750, compromising of supply cost pressures and unfunded benefits. The deficit will be covered by our contingency of \$1.0 million. As new information is received or as assumptions change, the Interim Financial Report will be updated accordingly.

**B. Capital Projects Update**

Staff provided an updated summary of all the capital projects in process. The summary is categorized by each project's general scope of work description and project initiative. The project status updates are current as of June 4, 2024. Staff continue to deliver a number of Capital projects, which include school renewal work and new school construction projects. Staff will continue to update on a regular basis.

**C. 2024 Long-Term Facilities Plan**

Staff presented the annual update. HWDSB is committed to providing equitable, affordable, and sustainable learning facilities for students. To address the numerous facets related to this mandate and to provide clear direction, HWDSB, led by the Facility Services Department, produced the Long-Term Facilities Plan (LTFP) to guide toward achieving sustainable facilities. The LTFP is a fluid document with embedded links to websites and reports that are updated on a regular basis. The goal is to ensure that the LTFP has current and relevant information beyond the date of its publication. The document is broken down into three main sections, which include Planning and Accommodation, Capital Projects and Facility Operations. Updates to the LTFP include new data as it relates to enrolment, capital renewal and facility condition. Additional information related to preventative maintenance plans are also updated annually.

At the May 13, 2024, Board Meeting, Trustees received and approved the Long-Term Facilities Plan Guiding Principles, which are the framework that Facility Services follow when completing capital project submissions, boundary reviews, pupil accommodation reviews, capital projects and long-term capital planning. At the June 10, 2024, Board Meeting, Trustees received the Accommodation Strategy Schedule and approved the initiation of the East Hamilton/Lower Stoney Creek boundary review in the fall of 2024.

Respectfully submitted,  
Paul Tut, Chair of the Committee

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

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**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: June 24, 2024

From: Audit Committee

Date of Meeting: June 18, 2024

The committee held a hybrid meeting from 6:10pm to 6:15pm on June 18, 2024, with Trustee Paul Tut presiding.

Participating Members were Trustees Dawn Danko, Paul Tut and Todd White. External Member participating was Divya Iyengar.

Regrets were received from External Member Angela Zehr

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**MONITORING ITEMS:**

**A. Regional Internal Audit Team (RIAT) Update**

Andrea Eltherington presented the Annual Independence Assertion in compliance with S1110 of the International Standards for the Professional Practice of Internal Auditing.

Respectfully submitted,  
Paul Tut, Chair of the Committee

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

## Committee Report

Presented to: Board

Meeting date: June 24, 2024

From: Parent Involvement Committee

Meeting date: June 11, 2024

The committee held a PIC meeting on June 11, 2024, from 6:38 p.m. to 8:50 p.m. with Chair Mike Palma presiding.

**Members Present:** (Online) Leah Ferleyko, Cheryl Hue, Laura Mulder, Katrusia Marunchak, Mohamed Khamis (In-Person) Heidi Oglesby, Heather Lambert Hillen, Vanessa Ozer, Emma Haslam Topping, Kristina Collier, Mike Palma, Amanda Lloyd, Tim Louks, Cindy Stanek, Christine Sandor, Trustee Amanda Fehrman.

**Regrets:** Cindy Bourassa, Shelley Clemence, Jennifer Csele, Alissa Fairley, Channa Fonseca Becar, Lorraine Lowry, Alyse Nishimura, Alissa Shuker, Cindy Stewart, Trustee Becky Buck.

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### MONITORING ITEMS:

#### A. Old Business

##### PIC Membership

Chair Palma shared that new PIC membership applications are now closed; they will be reviewed by the Chair and Vice-Chair and new members will be notified.

##### Terms of Reference

Chair Palma shared an update that a subcommittee has been formed to draft and review the new terms of reference, and they will share the draft TOR with the full committee before a vote at the September committee meeting.

##### Nutrition Letter to the PM

The Chair shared a letter in support of the Federal Nutrition Program to the committee before being sent to the PM.

#### B. New Business

##### Vaping and Cell Phone Use in Schools

Superintendent Gerry Smith reviewed the proposed updates to the HWDSB policy/procedures and the creation of new procedures to be in alignment with PPM 128. The committee had an opportunity for discussion and questions and further questions and feedback can be shared at PIC Feedback: PPM 128.

##### Annual Financial Report

Superintendent Simon Goodacre provided an overview of the PIC annual financial report. Every PRO grant application that was submitted was funded which totaled \$41,250.00. An updated financial report will also be brought back to the committee in September. PIC committee members shared feedback for using surplus funds.

##### Facilities Update

Superintendent Goodacre provided a response to Facilities questions from the committee including high temperatures in classrooms, projectors in classrooms, painting improvements, and turf fields.

##### School Council Principal Training

Superintendent Goodacre shared that in May, there was a School Council learning session for Principals. Highlights were provided relating to how to effectively run school councils.

##### Parent Engagement

Chair Palma shared the Engagement policy, and that Amber Aquin is looking for feedback on the policy before it goes to the Policy Committee in September. The committee can share feedback before June 21, 2024.

##### Bussing

The committee shared in a discussion about an HWSTS request that parents opt-in for bussing for the new school year.

**C. Trustees Report**

Trustee Amanda Fehrman shared that there was an announcement about the provincial cabinet shuffle; the new Minister of Education is Hon. Todd Smith. Elementary and Secondary Access Athletics took place at Nora Frances Henderson where students with exceptionalities were able to participate in track and field. The Board of Trustees thanked the 2023-24 student trustees at the board meeting on June 10th, 2024. Trustees approved the proposed budget for the 2024-25 school year for which there was unanimous support. Staff will be moved into schools where they are needed, EAs and CYW will be added. Trustees passed a notice of motion, brought forward by Trustee Tut requesting a report from staff in the fall on strategies supporting student achievement on EQAO. Commencements are beginning in schools.

Respectfully submitted,  
Mike Palma, Chair

**Committee Report**

Presented to: Board

Meeting Date: Monday, June 24, 2024

From: Special Education Advisory Committee (SEAC)

Meeting Date: June 12, 2024

The Committee held a meeting on Wednesday, June 12, 2024, in room 308 at the Education Centre, beginning at 5:33 pm ending at 7:53 pm, with Chair Judy Colantino presiding.

**Present**

Jessica Malcew, VOICE for Hearing Impaired Children, 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, Lynn Vanderbrug, Lynwood Charlton Centre, Maria Felix Miller, HWDSB Chair, Trustee Ward 3, Mark Courtepatte, FASD Parent & Caregiver Support Group, Melanie Roberts, The Association for Bright Children of Ontario, Nancy Silva Khan, Autism Ontario (Central West Chapter), Sarah Pennington, Community Living Hamilton  
Susi Owen, CNIB Hamilton and Niagara, Tracy Sherriff, Community Living Hamilton

**Regrets**

Dawn Danko, Trustee Ward 7

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**MONITORING ITEMS:****A. 2024-2025 Special Education Plan Update**

Sharon Stephanian, Superintendent of Specialized Services

- An update of the [2024-2025 Special Education Plan](#) was provided

On the motion of Lynn Vanderbrug, seconded by Jessica Malcew, the Committee recommends to the Board of Trustees that the 2024-2025 Special Education Plan be approved. CARRIED

**B. Continuing Education Program**

Mark Currie, Principal, Continuing Education

- An overview of the Literacy & Basics Skills (LBS) program was provided
- Program is based on the Ontario Adult Literacy Framework focusing on three programs: Essential Skills Upgrading, Academic Upgrading, Cornerstone
- Programs are individualized and centered around each learners' goals of independence, secondary school credit and employment <https://www.hwdsb.on.ca/cce/adult-programs/lbs/>

**C. Facilities Department Update**

David Anderson, Senior Manager, Facilities Services

- Project updates for various schools was shared
- The [Long Term Facilities Plan Update](#) provides detailed information on project updates etc.,
- The Guiding Principles of the Plan are the framework that Facility Services follow when completing capital project submissions, boundary reviews, pupil accommodation reviews, capital projects and long-term capital planning.
- Guiding Principles support and promote the goals of the Multi-Year Strategic Plan, Board Improvement Plan, Human Rights Policy, Multi-Year Accessibility Plan, Indigenous Education Circle Strategic Action Plan and other HWDSB policies and procedures.

**D. MEMBERS' UPDATE****Maria Felix Miller, HWDSB Chair, Trustee Ward 3**

- Trustees approved the 2024-2025 Budget unanimously! We're particularly excited about the addition of 64 Educational Assistants and 10 CYCPs to our system.
- Trustees also approved a motion from Vice Chair Tut asking staff to report on HWDSB specific strategies/approaches with regards to EQAO. This is not meant to be a policy change but rather simply meant to provide Trustees with a local understanding of current strategies given the Ministry requirements around EQAO.
- We are looking forward to attending commencements and wishing all our staff, students, and their families a restful and safe summer

**Mark Courtepatte, FASD Parent & Caregiver Support Group**

- Mark announced that he will be retiring from SEAC – a new representative will be joining the Committee in the fall.

Respectfully submitted by  
Judy Colantino, SEAC Chair