

**AGENDA: 6:45 pm**

1. Call to Order and Land Acknowledgement
2. O Canada
3. Meeting Roll Call
4. Approval of the Agenda
5. Declarations of Conflict of Interest
6. [Confirmation of the Minutes: October 16, 2023](#)
7. [Correspondence: Rainy River DSB re: Student Food Insecurity and Student Mental Health](#)

Reports from Trustee Special Committees:

8. [Policy – October 4, 2023](#)
9. [Finance & Facilities – October 17, 2023](#)
10. [Governance – October 23, 2023](#)

Reports from Legislated Committees:

11. [Parent Involvement Committee – October 10, 2023](#)

Reports from Staff:

12. [Update on Living Wage motion](#)

13. Reports from: Committee of the Whole (private) – October 30, 2023

14. Oral Reports from:

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

15. Adjournment

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

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

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Trustees: Kathy Archer (electronically), Becky Buck, Sabreina Dahab, Dawn Danko, Amanda Fehrman, Ray Mulholland, Graeme Noble, Paul Tut, Todd White and Elizabeth Wong. Student Trustees Thomas Lin and Harry Wang.

Regrets: Trustee Maria Felix Miller

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**1. Call to Order**

Dawn Danko, Chair of the Board, called the meeting to order at 7:18 p.m. and recited the land acknowledgement.

**2. Approval of the Agenda**

The agenda was amended to include Trustees moving back to a private session following reports from staff.

**RESOLUTION #23-123:** Trustees Noble/White moved: **That the agenda be approved as amended.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**3. Declaration of Conflict of Interest**

None.

**4. Confirmation of the Minutes: October 2, 2023**

The minutes of October 2, 2023, were confirmed.

**5. Correspondence – J. Weresch re: School Year Calendar Consultation**

**RESOLUTION #23-124:** Trustees Tut/Fehrman moved: **That the Correspondence J. Weresch re: School Year Calendar Consultation be received and filed.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**Report from Trustee Special Committees**

**6. Audit Committee – September 26, 2023**

**RESOLUTION #23-125:** Trustees White/Buck moved: **That the Audit Committee Report – September 26, 2023, be approved including:**

- That the Annual Report to the Board of Trustees for the year ended August 31, 2023 be forwarded to the Board of Trustees for information and submitted to the Ministry of Education.
- That staff commence the external recruitment process.

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**7. Program Committee – September 21, 2023**

**RESOLUTION #23-126:** Trustees Noble/Tut moved: **That the Program Committee Report – September 21, 2023, be received.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**8. Human Resources Committee – September 28, 2023**

**RESOLUTION #23-127:** Trustees Wong/Tut moved: **That the Human Resources Committee Report – September 28, 2023, be received.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**Report from Legislated Committees**

**9. Special Education Advisory Committee – September 27, 2023**

**RESOLUTION #23-128:** Trustees Dahab/Buck moved: **That the Special Education Advisory Committee Report – September 27, 2023, be received.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**Report from Community Advisory Committees**

**10. French as a Second Language Advisory Committee – September 27, 2023**

**RESOLUTION #23-129:** Trustees White/Buck moved: **That the French as a Second Language Committee Report – September 27, 2023, be received.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

**Reports from Staff**

**11. Hamilton-Wentworth Student Transportation Services (HWSTS)**

Associate Director Gerard provided an update on the driver status, open routes, and driver trainees.

Return to Private Session:

**RESOLUTION #23-130:** Trustees Tut/Buck moved: **That the Board move into Private session under section 207.2 B of the Education Act the disclosure of intimate, personal or financial information in respect of a member of the board or committee, an employee or prospective employee of the board or a pupil or his or her parent or guardian; (e) litigation affecting the board. R.S.O. 1990, c. E.2, s. 207 (2) this being done at 7:51 p.m.**

**CARRIED**

Student Trustees Lin and Wang voted in favour.

Board public session resumed at 9:04 p.m. Student Trustees Lin and Wang did not return to the meeting.

**Reports from:**

**12. Committee of the Whole (private) – October 16, 2023**

**RESOLUTION #23-131:** Trustees Noble/Tut moved: **That the Committee of the Whole Report – October 16, 2023 be received including:**

- **That the Audit Committee report from September 26, 2023 be received.**
- **That the Human Resources Committee report from September 28, 2023 be received.**
- **That a personnel matter be approved.**

**CARRIED**

The meeting adjourned at 9:06 p.m.

Reference: Board Meeting [Recording](#)



# *Rainy River*

## DISTRICT SCHOOL BOARD

File Code: DIR GOV

October 24, 2023

**EDUCATION CENTRE**

522 Second St. E.  
Fort Frances, ON  
P9A 1N4  
Phone: 807 274 9855  
Fax: 807 274 5078  
Toll Free: 1 800 214 1753

The Honorable Stephen Lecce, Minister of Education  
13th floor, Mowat Block 900 Bay Street  
Toronto, ON M7A 1L2

The Honourable Michael Parsa  
Minister of Children, Community and Social Services  
7th Floor, 438 University Ave  
Toronto, ON M5G 2K8

**WEB SITE:**

[www.rrdsb.com](http://www.rrdsb.com)

Dear Minister Lecce and Minister Parsa,

**RE: Toronto Youth Cabinet’s recommendations to address rising food insecurity facing Ontario’s children and youth**

I am writing to you on behalf of the Rainy River District School Board of Trustees to lend our support to the Toronto Youth Cabinet’s “Joint Statement on Addressing the Rising Food Insecurity Facing Children and Youth in Ontario.”

**DIRECTOR**

Heather Campbell

In Northwestern Ontario, we have seen a significant rise in the cost of food. Like many school boards across the province, we are seeing a corresponding increase in families accessing food banks and students taking advantage of Nutrition On Weekends programming.

The cost of providing a healthy breakfast or lunch to a student in need is, therefore, rising and placing our existing nutrition programming in jeopardy. We know that students must have their basic needs met (i.e., hunger), in order to be ready to learn.

That is why we are writing to request that the Ontario government invest further in nutrition programming for all students. On October 5, 2023, the government announced funding of \$5 million to support school breakfast and lunch programs across the province. The additional funding is appreciated; however, it is not sufficient to ensure not only universal access to healthy food during the school day, but also the necessary infrastructure for schools to operate these important programs. Dedicated and fully trained staff are required for nutrition programming, so that it not one of the many tasks that educators and administrators do daily to ensure student success.

The Rainy River District School Board knows that continued investments in student nutrition programming will ensure reduced student absenteeism, greater student engagement, and ultimately, success for all students. I thank you in advance for considering this request and look forward to your responses.

Sincerely,

PP  


Jeff Lehman, Chair,  
Rainy River District School Board

- c. The Board of Trustees
  - Heather Campbell, Director of Education
  - The Rainy River District School Board Student Senate
  - The Toronto Youth Cabinet
  - Kate Manson-Smith, Deputy Minister of Education
  - Denise Allyson Cole, Deputy Minister, Ministry of Children, Community & Social Services & Office of Women's Social & Economic Opportunity
  - Ontario Public School Boards' Association and member boards



# *Rainy River*

## DISTRICT SCHOOL BOARD

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October 24, 2023

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522 Second St. E.  
Fort Frances, ON  
P9A 1N4  
Phone: 807 274 9855  
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Toll Free: 1 800 214 1753

The Honorable Stephen Lecce, Minister of Education  
13th floor, Mowat Block 900 Bay Street  
Toronto, ON M7A 1L2

Sent via email to [Minister.edu@ontario.ca](mailto:Minister.edu@ontario.ca)

**RE: Toronto Youth Cabinet’s recommendations to improve children and youth mental health across Ontario**

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Dear Minister Lecce,

I am writing to you on behalf of the Rainy River District School Board of Trustees to share our continued concern for our students’ well-being, specifically their mental health. We were recently contacted by the Toronto Youth Cabinet, who shared their letter of April 24, 2023, where they outlined to you a series of recommendations to improve children and youth mental health across Ontario.

**WEB SITE:**

[www.rrdsb.com](http://www.rrdsb.com)

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We know that our students and their families were impacted by the pandemic and as such, our schools have seen an increased need for children and youth mental health resources and support. The recommendations outlined by the Toronto Youth Cabinet, and endorsed by many provincial organizations, are important next steps to build on the existing investments provided by the provincial government.

**DIRECTOR**

Heather Campbell

**1. Mandatory Mental Health Literacy in the Curriculum**

The Rainy River District School Board appreciates the recent introduction of mandatory mental health literacy modules within Grade 7 and 8 classrooms across the province. The modules developed by School Mental Health Ontario are excellent and a first step in ensuring that all students receive the necessary education around mental health and well-being. We echo the Toronto Youth Cabinet in requesting that further modules be developed from Kindergarten to Grade 12, within the Health and Physical Education curriculum, accompanied by professional development and resources for all educators delivering these lessons.

**2. Mental Health Days for students.**

The addition of “mental health” as one of the excused absences within the annual Enrolment Register will help to destigmatize mental illness and potentially provide a mechanism for mental health professionals in school boards to reach out to provide supports for struggling students.

3. Additional mental health clinicians, and student support staff, such as mental health professionals, school psychologists, child & youth workers, social workers, nurses, guidance counsellors, and mental health crisis intervention workers.

We concur with the Toronto Youth Cabinet's recommendation to increase access to culturally appropriate mental health support, as well as to bolster community resources. This includes increased access to youth addiction centers across the province, so that families can seek support for their children without incurring significant travel and possible loss of income.

4. Collection and reporting of data on mental health supports and services in schools.

We recognize that the government has access to data on student mental health but recommend that this data include both school and community-based mental health needs and available resources, with the data being disaggregated and made available so that school boards, mental health providers, and other community organizations can monitor needs and work together to address any gaps in service delivery.

5. School-based culturally appropriate mental health screening for all grades.

With respect to the Toronto Youth Cabinet's call for culturally appropriate social-emotional screening, we believe that such screening, if considered, be tailored to be developmentally appropriate and be administered only by mental health professionals who have the expertise to use the screening data to develop further programs and supports for our students.

On behalf of the Rainy River Board of Trustees, I want to extend our appreciation for the government's continued support for student mental health. The Toronto Youth Cabinet's recommendations outline a compelling next step for the province to support student mental health, now and into the future.

Sincerely,

PP  


Jeff Lehman, Chair  
 Rainy River District School Board

- c. The Board of Trustees  
 Heather Campbell, Director of Education  
 The Rainy River District School Board Student Senate  
 Kate Manson-Smith, Deputy Minister  
 The Toronto Youth Cabinet  
 Ontario Public School Boards' Association and member boards

8-1  
**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: October 30, 2023

From: Policy Committee

Date of Meeting: October 4, 2023

The committee held a meeting from 6:01 p.m. to 8:04 p.m. on October 4, 2023, at 20 Education Court, Room EC-340D with Trustee Miller presiding .

Members present: Trustees Kathy Archer (Electronically), Maria Felix Miller and Todd White.

Regrets: Trustee Sabreina Dahab

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**ACTION ITEMS:**

**A. Nutrition Policy**

The Committee considered the Nutrition Policy. This policy was reviewed at the request of trustees in April, specifically regarding eating disorders. It was agreed that these specific concerns would belong and are included in the Mental Health Strategy and not the Nutrition Policy.

On motion of Trustee Archer, the Policy Committee recommends that: **The Nutrition Policy be approved.**

**CARRIED**

**MONITORING ITEMS:**

**B. Engagement Policy**

The Committee considered the Engagement Policy. This policy is a culmination of the current Community, Parent, and Student Engagement Policies consolidated into one. The Staff Engagement Policy wasn't included as it governs how staff is supported in their work to improve student achievement and well-being. This policy embodies our new Multi-Year Strategic Plan and the consultation process will be a great opportunity to test the Engagement Framework included in the policy as well as receive feedback from the HWDSB community and interested parties.

On motion of Trustee White, the Policy Committee recommends that: The Engagement Policy proceed to consultation.

**C. Policy Development Process – Guiding Principles**

The Committee reviewed the Guiding Principles. Trustees and Associate Director collaborated on revising these to indicate the new strategic directions. The timeline to complete the process to bring to Board in May was discussed and agreed upon.

Staff provided a list of procedures that have been updated since the last policy meeting. It was agreed this would be updated on a bi-monthly basis.

**D. Procedures (Updated)**

Trustee White expressed concern regarding Policy 4.10 Whistleblower Policy and procedures, specifically the complaint follow-up process. It was agreed that the procedures would be updated regarding this specific time.

**E. Delegation: Modern Learning Policy (Policy No. 6.1) - Personal Devices**

Geoff Cameron and Jennie Njisse presented their personal thoughts supported by research on suggesting changes to this Policy that would include incorporating language from the provincial policy (restriction during instructional times) and to consider an outright ban. Trustee Miller thanked the delegates for their time and requested they send their recommended action and a summary of their presentation to Trustee Officer Heather Miller to be circulated to Trustees.

Respectfully submitted,  
Maria Felix Miller, Chair of the Committee

Reference: [Committee package](#) and [meeting recording](#).

# Nutrition

Date Approved:

Projected Review Date: xxxx

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## PURPOSE:

Hamilton-Wentworth District School Board (HWDSB) believes in the development of healthy school environments that support student learning and success by encouraging students, educators, and parents/guardians/caregivers to choose healthy food that reflect cultures and food traditions.

## GUIDING PRINCIPLES:

- HWDSB schools foster healthy nutrition environments that support good mental health around food, without focussing on weight or dieting, support the wellness of students and staff in line with the current edition of Canada's Food Guide.
- Schools include healthy foods that reflect cultures and food traditions, meet religious accommodations and provide options for vegetarians and vegans.
- Schools with student nutrition programs follow the *Student Nutrition Program Nutrition Guidelines(2020)* developed by the Ministry of Children and Youth Services.
- All schools and educational programs follow provincial legislation relating to nutrition and any other pertinent legislation.
- Schools and educational programs take into consideration the following when food or beverages are sold or provided in schools:
  - Offer, when available and when possible, food and beverages that are produced in Ontario.
  - Be environmentally aware and reduce the amount of single use plastic.
  - Avoid offering food or beverages as a reward or an incentive for good behaviour, achievement or participation.
  - Include and celebrate a diversity of cultures and food traditions.

## INTENDED OUTCOMES:

- Schools promote healthy eating and safe food practices for planned events and classroom activities by following the nutrition standards in PPM 150.
- Schools will communicate the Ministry of Education Policy (PPM 150), the HWDSB Nutrition Policy and Procedure annually to parents/guardians/caregivers, students and the community.

## RESPONSIBILITY:

Director of Education  
Executive Council



# Nutrition

Date Approved:

Projected Review Date: xxxx

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## TERMINOLOGY:

*Food:* Includes both foods and beverages. *Food Service Provider:* Private, for-profit company that contracts to sell food and/or beverages.

*Fundraising:* Any voluntary contribution, sale of goods or services, or event, which is organized and conducted to generate funds. Fundraising may occur within the school or outside of the school.

*Healthy Eating:* Eating the recommended types and amounts of food as per Canada's Food Guide, which includes choosing foods from the Sell Most and Sell Less categories, as defined below, more often.

*Healthier Food Preparation:* Cooking methods that require little or no added fat or sodium, such as baking, barbecuing, broiling, grilling, microwaving, poaching, roasting, steaming, or stir-frying.

*Not Permitted for Sale:* Products in this category contain few or no essential nutrients and/or contain high amounts of fat, sugar, and/or sodium (e.g., deep-fried and other fried foods, confectionery). Food and beverages in this category may not be sold in schools. See [PPM 150 Appendix Nutrition Standards for Ontario Schools](#).

*Nutrition Standards for Foods:* Food is divided into *Vegetables and Fruit*, *Whole Grains*, *Protein Foods*, following Canada's Food Guide. There are also "Mixed Dishes" for products that contain more than one major ingredient (e.g., pizza, pasta, soup, salads, and sandwiches), and "Miscellaneous Items," for items that are to be used in limited amounts (e.g., condiments, sauces, dips, oils, and dressings) and for confectionary, which is not permitted for sale (e.g., candy, chocolate). To determine whether a specific product may be sold in schools, it is necessary to read the information on the food label – particularly the Nutrition Facts table and the ingredient list – and compare this information with the nutrition criteria.

*Nutrition Education:* As outlined in the Ontario Curriculum (e.g., Health and Physical Education: Healthy Eating, Family Studies: Food and Nutrition).

*School Generated Funds:* Funds that are raised and collected in the school or broader community in the name of the school or by a school or parent-administered group, including school councils.

*School Tuck Shops and Canteens:* Small retail operations within a school that sell food, beverages and other items, usually for fundraising purposes.

*Sell Less (< 20%):* Products in this category may have slightly higher amounts of fat, sugar, and/or sodium than foods and beverages in the "Sell Most" category. They must make up no more than 20 percent of all food choices that are available for sale in all venues, through all programs, and at all events. The same requirement applies to beverage choices. See [PPM 150 Appendix Nutrition Standards for Ontario Schools](#).



# Nutrition

Date Approved:

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*Sell Most (> 80%)*: Products in this category are the healthiest options and have higher levels of essential nutrients and lower amounts of fat, sugar and/or sodium. They must make up at least 80 percent of all food choices that are available for sale in all venues, through all programs, at all events. The same requirement applies to beverage choices. See [PPM 150 Appendix Nutrition Standards for Ontario Schools](#).

*Special Event Days*: A day designated by the principal of the school on which food and beverages sold in schools are exempt from the nutrition standards outlined in PPM 150 and this policy.

*Student Nutrition Programs*: A breakfast, early morning meal, snack or lunch program offered by the school for all students which are funded by a combination of financial resources, including parent/guardian contributions, local community fundraising, and provincial funding. These programs attempt to increase food availability, while also aiming to promote healthy eating and provide a positive social atmosphere for all students and staff. Schools with student nutrition programs will follow the Student Nutrition Program Nutrition Guidelines developed by the Ministry of Children, Community and Social Services.

## ACTION REQUIRED:

### General:

All schools in HWDSB comply with provincial legislation relating to nutrition including the Healthy Food for Healthy Schools Act, School Food and Beverage Standards (PPM 150) and other pertinent legislation. This policy covers food and beverages sold to students during the school day, at school venues, at all programs including catered lunch programs and at school or board sponsored special events and at sports events.

This policy does not apply to food and beverages that are:

- Offered free in schools to students unless they have been purchased with school-generated funds.
- Brought from home or purchased off school premises.
- Available for purchase during field trips off school premises.
- Sold in schools for non—school purposes (e.g., sold by an outside organization that is using the gymnasium for a non-school-related event).
- Sold for fundraising activities that occur off school premises.
- Sold in staff rooms.

Notwithstanding the above, the guidelines for food sold, served and brought to school as detailed in HWDSB Medical Health Supports Policy 5.5: Supporting Students with Prevalent Medical Conditions Procedure apply to all schools.



# Nutrition

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## **Schools and Classrooms:**

Schools must ensure that all school hospitality programs, tuck shops and canteens sell foods that comply with the standards outlined in PPM 150 and this policy.

School principals, vice-principals and board employees planning school or educational events, such as Meet the Teacher and Open House, will model good nutrition by selling foods that comply with the nutrition standards as outlined in PPM 150 and this policy unless the day has been designated a special event day.

Food and beverages purchased with school generated funds for distribution to students within the school comply with the nutrition standards in PPM 150 and this policy.

HWDSB recognizes that special event days take place periodically throughout the year. The principal of the school shall engage with school council and students, where appropriate, for the designation of special event days, if any, for the school. The maximum number of special event days in the school year for a school is ten (10). School principals will communicate the dates of special event days to the school community at the beginning of the school year. Although special-event days give greater flexibility with food and beverages, schools are encouraged to offer healthy options that meet the nutrition standards or non-food-related items.

Sporting events, such as tournaments or meets, sell food and beverages that comply with the nutrition standards of PPM 150 and this policy.

School and board employees will inform community partners, vendors, service providers and funders of the nutrition standards in PPM 150 and this policy.

## **Cafeterias:**

Cafeterias in all schools will sell foods that comply with the nutrition standards in PPM 150 and this policy. Food and beverages must be prepared, served, and stored in accordance with Regulation 493/17, "Food Premises," under the Health Protection and Promotion Act. When negotiating food service contracts with food service providers for cafeterias or schools (e.g., catered lunch providers), HWDSB will use the Request for Proposal (RFP) process and will include the following:

- Use of locally grown and produced foods wherever possible.
- Use of whole foods.
- Schools include healthy foods that reflect cultures and food traditions, meet religious accommodations and provide options for vegetarians and vegans.
- Posting of nutritional information of all foods sold or served.



# Nutrition

Date Approved:

Projected Review Date: xxxx

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In addition, the Procurement and Risk Services Department will provide a copy of this policy to food service providers and review it with them to ensure compliance.

## Fundraising:

It is recommended that the sale of non-food items be selected for fundraising purposes. The sale of foods that do not comply with the nutrition standards as outlined in PPM 150 and this policy for fundraising purposes is not permitted in the school.

## Communication and Education:

Schools will communicate the Ministry of Education policy (PPM 150), HWDSB's Nutrition Policy and Procedure annually to parents/guardians/caregivers, students and the community and provide guidelines and suggestions for foods to be served to students for lunches, snacks, and school celebrations. Each school is encouraged to recognize, value and support parent/guardian/caregiver and student involvement in making changes which reflect a healthy school environment, including the valuing of nutritional foods that represent cultural diversity.

Schools may choose to develop additional guidelines in a School Nutrition Policy in consultation with their school council, and/or with a Home and School Association or other parent/guardian/caregiver organizations, if they exist.

In addition to the required nutrition education as outlined in the Ontario Curriculum, opportunities to promote healthy eating and safe food practices should be considered for planned events and classroom activities.

## PROGRESS INDICATORS:

Intended Outcome	Assessment
Schools promote healthy eating and safe food practices for planned events and classroom activities.	Communication to parents will be measured through the annual Parent Voice survey.
Schools will communicate the Ministry of Education policy (PPM 150), the Nutrition Policy and Procedure annually to parents/guardians/caregivers, students and the community.	A yearly audit of randomly selected schools, through review of school agenda and website.

# Nutrition

Date Approved:

Projected Review Date: xxxx

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## REFERENCES:

### **Government Documents**

[Bill 8 – Healthy Food for Healthy Schools Act, 2009](#)

[Policy/Program Memorandum No. 150; School Food and Beverage Policy – Ontario Ministry of Education, 2010](#)

[Health Protection and Promotion Act., Regulation 493/17 Food Premises](#)

[Food and Beverage Policy Standards at Ontario Schools](#)

[Canada's Food Guide, 2019](#) and Resources

School Food and Beverage Policy Guides, 2022

[School Nutrition Program Nutrition Guidelines, 2020 – Ministry of Children, Community and Social Services](#)

**COMMITTEE REPORT**

Presented to: Board

Date of Meeting: October 30, 2023

From: Finance and Facilities Committee

Date of Meeting: October 17, 2023

The committee held a hybrid meeting from 6:06pm to 7:02pm on October 17, 2023 with Trustee Paul Tut presiding as Chair.

Members participating were: Trustees Dawn Danko, Paul Tut and Todd White  
Regrets were received from: Trustees Maria Felix Miller and Elizabeth Wong

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**MONITORING ITEMS:**

**A. Response to Ministry of Education’s Consultation on Regulatory Amendments to the Education Act**

On September 19, 2023, the provincial government provided proposed changes to Ontario Regulation 444/98, disposition of surplus property and schools in shared sites. The Ministry invited Boards to provide feedback on the revisions. Staff presented their feedback to the committee. Staff will submit their letter to the Ministry by the deadline of October 19, 2023.

On the motion of Todd White, the Finance and Facilities Committee requested that the Chair of the Board write a separate letter endorsing the staff letter and further emphasize the importance of the relationship and priority status of the municipality in this process.

**B. Sherwood Secondary School Update**

At the end of September 2023, the General Contractor for the project submitted a schedule request revising the Substantial Performance date to Spring 2024, citing delivery delays related to HVAC materials, controls and custom fire dampers, as well as revised estimates for delivery and installation. With the latest extension to the schedule, staff will now take advantage of the summer months to relocate Sherwood (Palmer Road) back to Sherwood (High Street) in preparation for a targeted September 2024 re-opening.

Respectfully submitted,  
Paul Tut, Chair of the Committee

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

## COMMITTEE REPORT (Public)

Presented to: Board

Date of Meeting: October 30, 2023

From: Governance Committee

Date of Meeting: October 23, 2023

The committee held a meeting from 6:00 p.m. to 8:10 p.m. on October 23, 2023, at 20 Education Court, Hamilton, ON, in person and through MS Teams, with Trustee Todd White presiding.

Members present: Trustees Dawn Danko (electronically), Becky Buck, Amanda Fehrman, Maria Felix Miller (electronically) and Todd White.

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### ACTION ITEM:

#### A. Community Advisory Committee – First Nations, Metis and Inuit (FNMI)

Staff provided the rationale for dissolving this advisory committee. When the FNMI community advisory committee was initially created, it was well-intentioned, however, the membership requirements and reporting structure does not reconcile with the methodologies used by Indigenous Peoples in terms of providing perspective and voice to Indigenous Education matters (i.e., for-and-by Indigenous communities). In recognition of Truth and Reconciliation to advance the work of Restorative Indigenous Education Wellness, the intent of the Indigenous Education Circle (IEC) and Indigenous Education Circle Strategic Action Plan (IECSAP) is to revitalize traditional government structures alongside and in partnership with the Board of Trustees. The committee expressed their desire to maintain a mechanism for hearing voice from the Indigenous community and staff noted that while a framework is still being developed, trustees could seek feedback and advice through the Indigenous Education Lead and through various staff reports. Staff did note that the IEC was not an advisory committee to the board in place of the FNMI committee but does provide an opportunity to seek advice and gather information without imposing the traditional colonial expectations and imposing structure that has historically been in place.

On motion by Trustee Buck, **the Governance Committee recommends: that the First Nations, Metis and Inuit (FNMI) community advisory committee be dissolved, and that the Board of Trustees commit to the ongoing building of respectful, reciprocal relationships with Indigenous communities in the spirit of the Two Row wampum.**

**Unanimous.**

### MONITORING ITEMS:

#### B. Trustee PD – Governance Session Update

Staff provided an update regarding the trustee learning plan – specifically on the session titled Governance. The original learning plan held a three-hour time block for a session on Governance to be provided by an external facilitator. When the plan was created for the current school year, it was not known that OPSBA was planning to host a Leaders Academy and provide 3 webinars related to the same topic. The current OPSBA webinar topics on Good Governance include the following:

- In the Boardroom: How Great Boards Meet
- Meaningful Engagement: How to Hear from the voices that matter on issues that are important
- Opportunities to hear from the public and what to do when disruptions get in the way (to be presented Nov. 22)

The committee agreed that the trustee learning session planned on the topic of governance was best fulfilled through the OPSBA Leaders Academy expressed appreciation for the ability to complete the learning session on their own time.

#### C. Trustee Special Committees: Human Resources - Discussion

Staff noted for the committee that as the Board prepares for the Initial Board in November and re-selects their committee memberships, there could be an opportunity to merge the Human Resources Trustee Special Committee in with the Finance & Facilities Trustee Special Committee. The rationale for this proposal included being mindful of the time commitment for both staff and trustees where reports for both committees can overlap, in some cases there are siloed conversations on similar reports, and reports to the Human Resources committee are operational in nature and monitoring and do not require Trustee recommendation for action. The committee did express concern for how the merged committee would accomplish the work of both committees without additional meetings being added to the schedule. The committee suggested that more time was needed to review and reflect on the proposal but did suggest that both

committee workplans should be reviewed in the new year and to consider having joint meetings between both committees where a report would typically go separately to both Human Resources committee and Finance & Facilities committee. Staff will review the workplans noting this suggestion and review the reports to ensure the information is aligned and more strategic on how the information is presented. The committee requested this item to be added to an agenda in the spring for additional discussion.

**D. Board of Trustee Self- Review Discussion of categories**

Committee Chair White presented this item to the committee noting that the survey would go out to Trustees in December with the results of the feedback returning to the Governance Committee in the new year. The purpose of the survey would be to help set priorities for the Board of Trustees the following year. The survey would be completed anonymously, and responses would reflect the board-perspective (how is the board performing as a whole, what is working well and where are the areas for growth and opportunities). The review would include questions related to public education, professional learning & development, ward responsibilities, effective meetings, budget, roles and responsibilities, policy & strategic plan and relationships & communication. Questions for each category as well as determination of how the responses would be measured will take place at the next governance meeting in November.

**E. The Education Act New Regulation: Director of Education Performance Appraisal**

Committee Chair White noted for the committee that the provincial government was starting consultation on the regulation for [Director Performance Appraisal](#) – the intent of the regulation is to establish consistent requirements and a standardized process for Boards of Trustees to monitor and evaluate the performance of the Director of Education, including progress on the provincial education priorities for student achievement. The Ministry is seeking input from stakeholders on the key elements of a standardized process and mandatory standards for the Director of Education Performance Appraisal – this input is requested by November 2. The committee agreed that at this time the preference was to wait and see how the framework may be developed and then provide comment in the future noting that they hoped that the rating system suggested would remain confidential and that the suggestion of boards using an external service to support the appraisal process for boards would be funded by the government.

Respectfully submitted,  
Todd White, Chair of the Committee

Reference: [Committee package](#) and [meeting recording](#).

## Committee Report

Presented to: Board

Meeting date: October 30, 2023

From: Parent Involvement Committee

Meeting date: October 10, 2023

The committee held a PIC meeting on October 10, 2023, from 6:32 pm. to 7:55 p.m. with Chair Mike Palma presiding.

**Members Present:** Cindy Bourassa, Kristina Collier, Alissa Fairley, Channah Fonseca Becar, Adriana Harris, Emma Haslam Topping, Cheryl Hue, Mohamed Khamis, Heather Lambert Hillen, Amanda Lloyd, Tim Louks, Lorraine Lowry, Katrusia Marunchak, Laura Mulder, Alyse Nishimura, Mike Palma, Heidi Oglesby, Megan Ryan, Christine Sandor, Cindy Stewart, Cindy Stranak

**Regrets:** Shelley Clemence, Chantell Crawford, Christine Joseph Davies, Nikita Mahood, Mehar Nandra, Christine Schewee, Omer Ahmed Sheikh, Alissa Shuker

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### MONITORING ITEMS:

#### A. Old Business

- a) Parent's Reaching Out Grants  
Superintendent Simon Goodacre provided an update on PRO Grants and how the funds are spent and reported on. Funds are now available to schools earlier in the school year. A proposed framework for spending PRO Grant funds was shared and feedback from the committee was requested on how best to spend PRO Grant funds.
- b) Public Health Vaping Parent Information Session  
A virtual Vaping Parent Information Session that will be hosted by the City of Hamilton on October 25, 2023, at 6:30 p.m.

#### B. New Business

- a) PIC Subcommittees  
Vice-Chair Amanda Lloyd provided an overview of subcommittee membership needs and roles. PIC members had the opportunity to volunteer to sit on Membership, Terms of Reference, and Parents Reaching Out Grants subcommittees.

#### C. Trustees Report

Trustees Ferhman and Buck provided an update on the new Multi-Year Strategic Plan, capital funding for projects, cost information regarding translating board materials and reports, and a review of the process for having concerns addressed including re-organization in schools. The Board of trustees also received back a framework for the school year calendar holiday consultation taking place this year.

#### D. Reports from other Committees

Hamilton-Wentworth Council of Home & School – Heather Lambert Hillen shared the first meeting has taken place, associations in schools have started and they are working with school councils.

Respectfully submitted,  
Mike Palma, Chair



## EXECUTIVE REPORT TO BOARD

**TO:** Board of Trustees

**FROM:** Sheryl Robinson Petrazzini, Director of Education

**DATE:** October 30, 2023

**PREPARED BY:** Matthew Gerard, Associate Director, Business Services and Treasurer

**RE:** Resolution #13-27: Living Wage Commitment

Action

Monitoring

### Background:

On Monday, March 25, 2013, the Board made a commitment to be a Living Wage employer. As defined by the Ontario Living Wage Network (OLWN), living wage reflects what people need to earn to cover the actual costs of living in their community. On March 25, 2013, the HWDSB Board of Trustees passed the following motion:

*RESOLUTION #13-27: That the Hamilton-Wentworth District School Board be a signatory of the Hamilton Living Wage Declaration.*

Since the Board's motion, collective bargaining in the sector has changed substantially with the introduction of the *School Board Collective Bargaining Act* in 2014. HWDSB no longer has the ability to autonomously determine the remuneration of its employees that collectively bargain in accordance with the *School Board Collective Bargaining Act*. Remuneration is an item bargained at the central bargaining table and school boards' interests are represented by the Ontario Public School Board Association and the Ontario Ministry of Education.

### Status:

On November 1, 2022, the Ontario Living Wage Network (OLWN) announced Hamilton's new living wage was \$19.05 per hour (an increase of \$1.85 from the hourly rate of \$17.20). Prior to this announcement, HWDSB was able to meet the living wage set by the OLWN.

As of October 26, 2023, one employee group has an occasional hourly pay rate below the OLWN living wage. As central negotiations are still underway for a number of employee groups, HWDSB staff are not able to presuppose the outcome of central bargaining and whether or not remuneration for HWDSB's employee groups will comply with OLWN's living wage. Further, the OLWN's announcement in November 2023, may cause additional employee groups to fall below the OLWN's living wage while we await the outcome of central bargaining.

### Conclusion:

As the collective bargaining process has changed due to the introduction of the *School Board Collective Bargaining Act*, staff are not able to fulfill the expectations of Resolution #13-27 and maintain a living wage as defined by the Ontario Living Wage Network.