

Regular Board Meeting

Monday June 22, 2020 - Via Microsoft Teams

5:30 – 6:45 pm [Private Session]

7:00 - 10:00 pm [Public Session]

A G E N D A

A. COMMENCEMENT OF THE MEETING OF THE BOARD

1. Acknowledgement of Traditional Territory
2. Call to Order and Noting of Members Absent
3. Declaration of Conflict of Interest

B. COMMITTEE OF THE WHOLE

1. Motion to Move to Committee of the Whole (Private Session)
2. Motion to Return to Open Board (Public Meeting)

C. SINGING OF ‘O CANADA’

Dalewood Public French Immersion School Choir will perform ‘O Canada’ via video

D. REFLECTIVE READING

By Trustee Lora Campbell

E. BUSINESS OF THE BOARD

1. Adoption of the Agenda

Recommended Motion:

“That the Agenda be adopted.”

2. **Approval of Board Minutes**

Pages 8-16

Recommended Motion:

“That the Minutes of the Regular Meeting of the District School Board of Niagara dated February 25, 2020 be confirmed as submitted.”

3. **Business Arising from the Minutes**

Page 17

- a) Correspondence to The Honourable Stephen Lecce, Minister of Education dated March 2, 2020 in support of the Ontario Public School Boards' Association's 2020-21 Education Funding Priorities for the government's Grants for Student Needs (GSN) education funding plans.

4. **Ratification of Business Conducted in Committee of the Whole**

Recommended Motion:

“That the business transacted in Committee of the Whole be now ratified by the Board.”

F. **EDUCATIONAL SHOWCASING OR PRESENTATIONS**

1. **Director's Report and Recognition**

W Hoshizaki
Pages 18-19

- a) Director's Recognition:
- Sheila Jones, Head Custodian, Education Centre

2. **Educational Showcases**

G. **STUDENT ACHIEVEMENT REPORT**

H. **DELEGATIONS**

I. **BOARD RECESS (Optional)**

J. OLD BUSINESS

1. ACCOUNTS

S Veld
Page 20

Recommended Motion:

“That the Summary of Accounts paid for the months of February, March, April, and May 2020, totalling \$69,838,144.39 be received.”

2. REPORT OF THE PROGRAM AND PLANNING COMMITTEE

D Schaubel
Pages 21-32

Recommended Motions:

“That the report of the Program and Planning Committee dated March 3, 2020 be received.”

“That the report of the Elementary and Secondary School Year Calendars 2020-2021 be received and approved for submission to the Ministry of Education by May 1, 2020.”

“That the March 2020 DSBN Well-Being Report be received.”

“That the Educational Research Committee of November 14, 2019 and February 13, 2020 be received.”

3. REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE

A Bradnam / S Mitchell
Pages 33-39

Recommended Motions:

“That the report of the Special Education Advisory Committee dated March 12, 2020 be received.”

“That the report of the Special Education Advisory Committee dated June 11, 2020 be received.”

4. REPORT OF THE STUDENT TRUSTEE SENATE

K Smith / K Tavernese
Pages 40-44

Recommended Motions:

“That the report of the Student Trustee Senate dated April 30, 2020 be received.”

“That the report of the Student Trustee Senate dated May 19, 2020 be received.”

5. REPORT OF THE PARENT INVOLVEMENT COMMITTEE

D Newton / N Beamer
Pages 45-46

Recommended Motion:

“That the report of the Parent Involvement Committee dated June 3, 2020 be received.”

6. REPORT OF THE AUDIT COMMITTEE

S Veld
Pages 47-69

Recommended Motions:

“That the report of the Audit Committee dated June 8, 2020 be received.”

“That the report of the Regional Internal Audit Status Report be received”, and
“That the Audit Plan that was approved for 2019-2020 be rolled forward for completion in 2020-21”, and

“That the Audit Projects Proposed for 2020-2021 be approved”.

“That the 7-month Specified Procedures Report for the period ending March 31, 2020 be received”.

“That Audit Committee members complete the Evaluation of External Auditors form for the 2018-19 Fiscal Year and send in confidence to Nicky Westlake by June 15, 2020.”

“That KPMG LLP be appointed as District School Board of Niagara external auditors for a one-year term commencing September 1, 2020.”

7. REPORT OF THE POLICY COMMITTEE

A Bradnam
Pages 70-90

Recommended Motions:

“That the report of the Policy Committee dated June 9, 2020 be received.”

“That Policy F-06: Video Security Surveillance be approved as amended and adopted.”

“That Policy C-02: Adult & Community Education (ACE) Operational Framework be approved as received and adopted.”

“That Policy D-01: Digital Technology Use by Students be approved as amended and adopted.”

“That Policy D-02: Selection, Approval and Review of Educational Resources be approved as amended and adopted.”

“That Policy G-29: Safe and Accepting Schools: Bullying Prevention and Intervention be accepted with the current date open for review next year.”

“That Policy G-14: Out of School Programs/Events be approved as amended and adopted.”

“That Policy E-14: Police Criminal Record Check – Police Vulnerable Sector Check for Service Providers be approved as amended and adopted.”

“That Policy G-24: On-Site/Off-Site Evacuation be approved as amended and adopted.”

“That Policy G-36: Concussions be approved as amended and adopted.”

“That Policy E-02: Conflict of Interest be approved as amended and adopted.”

8. REPORT OF THE FINANCE COMMITTEE

K Maves
Pages 91-107

Recommended Motions:

“That the report of the Finance Committee dated June 10, 2020 be received.”

“That the Award of Contracts Summary Report for the period ended March 31, 2020, be received.”

“That the Third Interim Financial Report for the period ending April 30, 2020, be received.”

“That the Multi-Year Capital Plan be approved, and staff be authorized to proceed with all identified projects up to and including the 2021-22 year, subject to confirmation of necessary Ministry of Education capital funding approvals.”

9. REPORT OF THE SUPERVISED ALTERNATIVE LEARNING COMMITTEE

L Campbell
Page 108

Recommended Motion:

“That the report of the Supervised Alternative Learning Committee dated June 18, 2020 be received.”

K. QUESTIONS ASKED OF AND BY BOARD MEMBERS

L. NEW BUSINESS

M. INFORMATION AND PROPOSALS

1. Staff Reports

- a) 2019 – 2020 DSBN End of Year / Summer Learning Plan 2020 Report

W Hoshizaki
Pages 109-116

Recommended Motion:

“That the 2019-2020 DSBN End of Year /Summer Learning Plan 2020 report dated June 22, 2020 be received.”

2. Trustee Information Session

3. Correspondence and Communications

Page 117

- a) Correspondence to The Honourable Stephen Lecce, Minister of Education dated June 5, 2020

4. Trustee Communications and School Liaison

Page 118

- a) Trustee Committee Assignments: September 1, 2020 – November 30, 2022

Recommended Motion:

“That the Trustee Committee Assignments for the period of September 1, 2020 – November 30, 2022 be approved.”

5. Ontario Public School Boards' Association Report

- a) Trustees will be asked to appoint DSBN representatives for the Ontario Public School Boards' Association (OPSBA) Director and Voting Delegate and the Alternate Director and Alternate Voting Delegate for the 2020-2021 term, commencing September 1, 2020.

Recommended Motions:

“That Trustee Kate Baggott be appointed to serve as OPSBA Director and to hold the position of Voting Delegate for the Annual General Meeting and Regional Council meetings for the 2020-2021 term.”

“That Trustee Shannon Mitchell be appointed to serve as OPSBA Alternate Director and to hold the position of Alternate Voting Delegate for the Annual General Meeting and Regional Council meetings for the 2020-2021 term.”

6. Future Meetings

N. Ratification of Business Conducted in this Regular Meeting

Recommended Motions:

“That the business transacted by the Board of Trustees at its meeting held on June 22, 2020 be now ratified by the Board.”

“That the Chair and proper officials of the District School Board of Niagara are hereby authorized and directed to do all things necessary to give effect to the business as decided by the Board of Trustees this day.”

O. ADJOURNMENT

Recommended Motion:

“That this meeting of the District School Board of Niagara be now adjourned.”



**THE MINUTES OF THE
REGULAR MEETING OF THE
DISTRICT SCHOOL BOARD OF NIAGARA**

BOARD ROOM – EDUCATION CENTRE

February 25, 2020

6:15 – 6:41 p.m. (Private Session)
7:00 – 8:04 p.m. (Public Session)

ATTENDANCE:

Board: Alex Bradnam, Sue Barnett (Chair), Nancy Beamer, Lora Campbell, Jonathan Fast, Elizabeth Klassen, Kevin Maves, Shannon Mitchell, Doug Newton, Dave Schaubel (Vice Chair)

**Student
Trustee:** Keylee Smith, Karina Tavernese, Ness Griffin

Officials: Warren Hoshizaki (Director of Education), Lora Courtois, John Dickson, Helen McGregor, Marian Reimer Friesen, Kelly Pisek, JoAnna Roberto, Leanne Smith, Michael St. John, Stacy Veld, Jennifer Feren, Cheryl Morgan, Kim Yielding

Absent: Kate Baggott (authorized)

**Recording
Secretary:** Christina Dero

**Technical
Support:** Linda Gonschoir

A. COMMENCEMENT OF THE MEETING OF THE BOARD

1. Acknowledgement of Traditional Territory

Chair Barnett opened the meeting with an Acknowledgement of Traditional Territory of the Haudenosaunee and Anishinaabe peoples.

2. Call to Order and Noting of Members Absent

Chair Barnett called the Regular Meeting of the Board to order at 7:00 p.m. and welcomed guests in the gallery.

COMMENCEMENT OF THE MEETING OF THE BOARD – continued**Call to Order and Noting of Members Absent**

Chair Barnett noted that Trustee Baggott was present for the Committee of the Whole Private Session but would not be taking part in the Open Session.
(authorized absence under s. 218.3(4) of the *Education Act*)

3. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

B. COMMITTEE OF THE WHOLE (PRIVATE SESSION)

Moved by Kate Baggott
Seconded by Shannon Mitchell

“That the Board do now enter Committee of the Whole.”

CARRIED

Moved by Doug Newton
Seconded by Kate Baggott

“That the Board return to Open meeting.”

CARRIED

The Board returned to open meeting at 6:41 p.m.

C. SINGING OF “O CANADA”

The Board stood as “O Canada” was performed by the Central Public School French choir, via video.

The Board remained standing for a moment of silence in memory of a DSBN student and a DSBN staff member who recently passed away.

D. REFLECTIVE READING

Trustee Bradnam shared a reflective reading.

E. BUSINESS OF THE BOARD**1. Adoption of the Agenda**

BUSINESS OF THE BOARD – continued

Moved by Doug Newton
Seconded by Lora Campbell

“That the Agenda be adopted.”

CARRIED

2. **Approval of Board Minutes**

Moved by Elizabeth Klassen
Seconded by Alex Bradnam

“That the Minutes of the Regular Meeting of the District School Board of Niagara dated January 28, 2020 be confirmed as submitted.”

“That the Minutes of the Special Meeting of the District School Board of Niagara dated February 20, 2020 be confirmed as submitted.”

CARRIED

3. **Business Arising from the Minutes**

There was no business arising from the minutes.

4. **Ratification of Business Conducted in Committee of the Whole (Private Session)**

Moved by Nancy Beamer
Seconded by Jonathan Fast

“That the business transacted in Committee of the Whole be now ratified by the Board.”

CARRIED

F. **EDUCATIONAL SHOWCASING OR PRESENTATIONS**

1. **Director’s Report and Recognition**

a) **Director’s Recognition of Viola Kertesz, Lunchroom Supervisor/ Volunteer, James Morden Public School**

Director Hoshizaki recognized Viola Kertesz being a dedicated volunteer and lunchroom supervisor for the past 38 years.

Director Hoshizaki presented Viola Kertesz with a token of the Board’s appreciation for her extraordinary contributions to students.

b) **Director’s Update to Trustees**

EDUCATIONAL SHOWCASING OR PRESENTATIONS – continued**Director's Update to Trustees**

Director Hoshizaki provided information and updates on the following:

- Korean Winter Camp
- Legislative Page Program
- Tanya Talaga Speaker Series
- DSBN Well-Being Flag
- DSBN iPledge Campaign

2. Educational Showcases**a) Student Maci Wood performs “Unsaid”**

Superintendent St. John introduced Greater Fort Erie Secondary School student Maci Wood and Stevensville Public School teacher Mr. Roach. Superintendent St. John explained that they have been performing together for several years, and recently entered the CBC contest Searchlight 2020. They are currently ranked within the top 100 national contenders with their original song “Unsaid” and the top 10 finalists will be announced on February 27, 2020.

Maci Wood and Mr. Roach performed “Unsaid.”

b) Laura Secord Secondary School presents ‘Mama Mia’

Superintendent McGregor introduced the talented students from Laura Secord Secondary School that will be performing Mama Mia in Laura Secord's theatre this spring.

Teacher Tracy Thorpe explained that it takes many students and staff members working together to make the production possible. The show opens on March 26, 2020.

Student performed the number Super Trooper.

Chair Barnett noted that the Off the Wall Art Show is now open and artwork is on display in the Education Centre atrium and hallways.

G. STUDENT ACHIEVEMENT REPORTS

There were no student achievement reports.

H. DELEGATIONS**1. Ed Smith**

DELEGATIONS – continued

Ed Smith spoke to the recent DSBN Code of Conduct complaint against Trustee Baggott. Ed Smith explained the reasons he did not agree with the Code of Conduct complaint and added that the penalty is not proportionate to the judgement. He spoke to the importance of democracy and transparency in Niagara.

I. BOARD RECESS

There was no Board recess.

J. OLD BUSINESS**1. ACCOUNTS**

Moved by Jonathan Fast
Seconded by Kevin Maves

“That the Summary of Accounts paid for the months of January 2020, totaling \$21,191,081.08 be received.”

CARRIED

2. REPORT OF THE PARENT INVOLVEMENT COMMITTEE

Moved by Nancy Beamer
Seconded by Doug Newton

“That the report of the Parent Involvement Committee dated February 5, 2020 be received.”

CARRIED

Trustee Beamer provided a summary of the Parent Involvement Committee meeting, which included discussions about current job action and report cards, information about the large number of students who registered during DSBN’s Kindergarten Open House, and information about the addition to Forestview Public School being approved.

3. REPORT OF THE POLICY COMMITTEE

Moved by Alex Bradnam
Seconded by Kevin Maves

“That the report of the Policy Committee dated February 11, 2020 be received.”

“That Policy A-01: Student Trustees on Boards be approved as amended and adopted.”

OLD BUSINESS – continued**REPORT OF THE POLICY COMMITTEE**

“That Policy A-08: Parent Involvement Committee be approved as amended and adopted.”

“That Policy A-18: Environmental Sustainability be approved as amended and adopted.”

“That Policy D-09: Framework for the Provision of Special Education be approved as amended and adopted.”

“That Policy G-13: Use of Physical Intervention with Students be approved as amended and adopted.”

“That Policy G-17: Provision of Health Support Services to Students be approved as amended and adopted.”

“That Policy G-04: Trespass be approved as received and adopted.”

“That Policy G-07: Vandalism be approved as amended and adopted.”

“That Policy G-01: School Volunteers be approved as received and adopted.”

CARRIED

Trustee Bradnam spoke to the nine policies that were reviewed during the Policy Committee Meeting. The next Policy Committee meeting will be held on May 12, 2020. Policies being reviewed will be available for vetting on the DSBN website from February 28, 2020 to April 24, 2020.

4. REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE

**Moved by Alex Bradnam
Seconded by Shannon Mitchell**

“That the report of the Special Education Advisory Committee February 13, 2020 be received.”

CARRIED

Trustee Mitchell provided a summary of the Special Education Advisory Committee meeting which included information about pre-school transitions, discussions about DSBNs well-being strategy, and information about the iSocial Program.

5. REPORT OF THE SUPERVISED ALTERNATIVE LEARNING COMMITTEE

Moved by Lora Campbell

Seconded by Elizabeth Klassen

“That the report of the Supervised Alternative Learning Committee dated February 19, 2020 be received.”

CARRIED

Trustee Campbell reported that 5 new cases were reviewed and approved during the February 19, 2020 Supervised Alternative Learning Committee meeting. The Committee also reviewed the progress of current SAL cases. There are 39 cases currently active and compliant with their SAL plans and 6 cases have been terminated this year as the students have returned to school.

6. REPORT OF THE STUDENT TRUSTEE SENATE

Moved by Ness Griffin

Seconded by Keylee Smith

“That the report of the Student Trustee Senate dated February 19, 2020 be received.”

CARRIED

Student Trustee Tavernese provided highlights from the Student Trustee Senate meeting which included guest speaker and student Stephanie Fraser who spoke to the green initiative being implemented at the Education Centre Café. Senators also had the opportunity to work with DSBN Communications Specialist Spencer Coombes to make an informative video about the Student Trustee Senate.

Student Trustee Smith spoke to the conference that Student Trustees recently attended in Ottawa.

Student Trustee Griffin spoke to the process of selecting the next Indigenous Student Trustee and added that she will update the Student Senate when more information is available.

K. QUESTIONS ASKED OF AND BY BOARD MEMBERS

There were no questions asked of or by Board members.

L. NEW BUSINESS

There was no new business.

M. INFORMATION AND PROPOSALS**1. Staff Reports**

There were no staff reports.

2. Trustee Information Session

There was no Trustee Information Session.

3. Correspondence and Communication

**Moved by Shannon Mitchell
Seconded by Alex Bradnam**

“That the Chair, on behalf of the Board of Trustees, issue a letter to the Minister of Education supporting the Ontario Public School Boards’ Association’s 2020-21 Education Funding Priorities for the government’s Grants for Student Needs (GSN) education funding plans.”

CARRIED

In response to questions from trustees, Director Hoshizaki clarified that sending this letter would not interfere with negotiations. Trustee Mitchell added that other school boards are also sending letters of support.

4. Trustee Communications and School Liaison

- a) Trustee Beamer reported that Brock University recently held a informative conference in support of women in STEM.
- b) Chair Barnett reported that Education Foundation of Niagara will be working with the Niagara College Event Planning Program to host three events to raise funds for first generation student bursaries.
- c) Trustee Mitchell invited trustees to attend the Mid-Winter Pow Wow at the Fort Erie Friendship Centre.
- d) Chair Barnett reported attending the Mayor’s Breakfast in Welland, where City Council spoke to the good work happening at DSBN.

5. Ontario Public School Boards’ Association (OPSBA) Report

Trustee Mitchell provided highlights from the most recent OPSBA session, which included information about the Building Better Schools Campaign and a recommendation the school boards support a Take your MPP to School Day.

In response to questions from Trustees, Director Hoshizaki explained that Take your MPP to School Day can be facilitated through the Director’s Office.

Information published by the Ontario Public School Boards’ Association is available at www.opsba.org.

6. Future Meetings

The calendar of March 2020 meetings was provided.

N. RATIFICATION OF BUSINESS CONDUCTED IN THIS REGULAR MEETING

Moved by Kevin Maves
Seconded by Nancy Beamer

“That the business transacted by the Board of Trustees at its meeting held on February 25, 2020 be now ratified by the Board.”

“That the Chair and proper officials of the District School Board of Niagara are hereby authorized and directed to do all things necessary to give effect to the business as decided by the Board of Trustees this day.”

CARRIED

O. ADJOURNMENT

Moved by Doug Newton
Seconded by Lora Campbell

“That this meeting of the District School Board of Niagara be now adjourned.”

CARRIED

The meeting adjourned at 8:04 p.m.

SUE BARNETT, Chair

WARREN HOSHIZAKI, Director of Education
and Secretary



DISTRICT SCHOOL BOARD OF NIAGARA

191 CARLTON ST. ■ ST. CATHARINES, ON ■ L2R 7P4 ■ 905-641-1550 ■ DSBN.ORG

March 2, 2020

The Honourable Stephen Lecce
Minister of Education
315 Front Street, 14th Floor
Toronto, ON
M7A 0B8

Dear Minister Lecce,

The District School Board of Niagara supports the Ontario Public School Boards' Association's (OPSBA) 2020-21 Education Funding Priorities submitted in response to the Ministry of Education's call for feedback on the government's Grants for Student Needs (GSN) education funding plans for 2020-21.

We support OPSBA's comprehensive engagement in the consultation process and its' advocacy on behalf of all Ontario public school boards for a well-funded public school system.

Strong, predictable, and equitable education funding is necessary to create conditions that promote student achievement and well-being. Funding priorities include investments in:

- Special Education
- School-Based Mental Health and Addiction Services
- Classroom and Learning Technology and removal of mandatory e-learning requirements
- School Facilities and Infrastructure
- Student Transportation
- Indigenous Education

The District School Board of Niagara and its Board of Trustees appreciate, value and support our teachers and education workers and the work they do in building high quality, equitable learning environments. As local trustees, we hear firsthand about the needs of our students, their families and our school communities. Ensuring sustainable and equitable education funding is of the utmost importance.

Sincerely,

A handwritten signature in black ink, appearing to read 'Sue Barnett'.

Sue Barnett
Chair

cc. DSBN Board of Trustees
Cathy Abraham, President, Ontario Public School Boards' Association

**June 22, 2020 Board Meeting
Director's Update to Trustees**

Director's Recognition for Extraordinary Contributions – Sheila Jones, Head Custodian, Education Centre

Sheila Jones has been working at the DSBN for 31 years and for the last 3 years, she has been the Head Custodian at the Education Centre. Prior to that, she spent 28 years working at Grapeview Public School.

All of the hard work Sheila did each and every day while she was there was so appreciated and recognized by the Grapeview community.

She was known as being 'super committed' – always taking her job very seriously and paying great attention to the little details – the ones that made sure Grapeview was very well taken care of.

Staff spoke so highly of her, saying that she always did what she thought was best for the students and the staff themselves.

They remember how much Sheila cared for their safety; she always made sure to provide a clean, safe and inviting school environment for students and staff alike.

Over the last three years that we've been lucky enough to have Sheila at the Education Centre, she has taken care of this building – and of us – in the exact same way that she took care of Grapeview PS.

The Education Centre is a big, busy building, with many visitors coming and going every day.

This has never been a problem for Sheila – she's someone who is filled with energy and is always on the move.

The proof is there when we look at what Sheila accomplishes on a daily basis.

She manages to keep both the inside and outside of the building looking meticulous at all times.

Every day, she's called upon by staff to help set up meetings and functions of all kinds.

She's asked to help with deliveries, quick clean-ups, and so many other requests that take her away from her daily 'to do' list.

But she always accommodates – and she does it with a big, bright smile, and a can-do attitude.

And even though Sheila is extremely busy, she makes sure to spend time talking with her colleagues.

We have all come to know Sheila by her contagious sense of humour and her love for travel – or I should say, for her love of *beach* vacations!

Sheila never sits still while working at the DBSN. She's hardworking, and reliable.

She's proactive and observant.

She's an exceptional problem solver.

She's authentic, and she's kind.

Sheila is an outstanding custodian. Her incredible work ethic will *always* be admired.

Sheila – you will be greatly missed by all of us at the Education Centre, and by so many people at the DBSN.

We wish you nothing but the best as you head into your retirement – downtime that is tremendously well-deserved.

Congratulations on receiving the Director's Recognition for Extraordinary Contributions Award Sheila!

DISTRICT SCHOOL BOARD OF NIAGARA

SUMMARY OF ACCOUNTS

Background and Rationale:

The Summary of Accounts is regularly presented to the Trustees in order to disclose the Board expenditures paid during the previous month. The Summary highlights the costs associated with employee benefits, transportation, utilities, and the total of all other non-salary expenditures.

Summary of Accounts:

A summary of accounts paid for the months of February, March, April and May 2020, is as follows.

Employee Benefits	\$ 41,840,439.66
Transportation	\$ 8,407,406.93
Utilities	\$ 2,469,603.95
Other	\$ 17,120,693.85
Total	<u>\$ 69,838,144.39</u>

Recommended Motion:

“That the Summary of Accounts paid for the months of February, March, April and May 2020, totaling \$69,838,144.39 be received.”

Respectfully submitted,

Stacy Veld
Superintendent of Business Services

Board Meeting of June 22, 2020

For further information, please contact Stacy Veld or the Director of Education.

PROGRAM AND PLANNING COMMITTEE



Tuesday, March 3, 2020
6:00 p.m.
Grimsby Lincoln Room – Education Centre

MINUTES

Present:

Trustee Committee Members: Dave Schaubel (Chair), Shannon Mitchell , Kevin Maves, Alex Bradnam for Jonathan Fast, Nancy Beamer

Trustee Guests: Elizabeth Klassen, Student Trustees: Ness Griffin, Keylee Smith and Karina Tavernese

Administration: John Dickson, Supt. of Education, Elementary
JoAnna Roberto, Supt. of Curriculum and Student Achievement
Wes Hahn, Supt. of Special Education
Helen McGregor, Supt. of Curriculum & Student Achievement (9-12)

Recording Secretary: Debra Dinga, Administrative Assistant

Regrets: Trustee Jonathan Fast

CALL TO ORDER

Chair, Trustee Schaubel called the meeting of the Program and Planning Committee to order at 6:00 p.m.

APPROVAL OF THE AGENDA

Moved by Trustee Maves, seconded by Trustee Mitchell

“That the agenda be approved as presented.”

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

NEW BUSINESS

School Year Calendar Report:

Superintendent Dickson, explained that each year the School Year Calendar is brought forward for approval as per Reg. 304 which requires a minimum of 194 school days. This year, Labour Day is observed on Monday, September 7 which translates into a later start to the school year for students. In order to meet the required number of school days it will be necessary for two PD days to be placed in the week prior to the start of school; September 2 and 3 will be designated as PD days. Therefore, the 2020-2021 school year for students will run from September 8, 2020 until June 30, 2021. The calendar was vetted through the calendar committee and

completely aligns with the coterminous school board's calendar including secondary exam dates. Both the Elementary and Secondary calendars meet all the requirements and regulations of The Ministry of Education.

Moved by Trustee Bradnam, Seconded by Trustee Beamer:

"That the report of the Elementary and Secondary School Year Calendars 2020- 2021 be received and approved for submission to the Ministry of Education by May 1, 2020."

CARRIED

DSBN Well-Being Report

Superintendent Hahn was pleased to present an encouraging Well-Being Report explaining that the report is connected to the school climate report. He highlighted the creation of DSBN's first Well-Being Flag which had been conceptually originated by DSBN Trustees and became a contest for students. The winning flag was designed by a Grimsby Secondary School student to be a representation of our inclusive environment depicting student voice, diversity and equity and was celebrated with a flag raising at Grimsby Secondary School.

Additionally, a Well Being Toolkit has been prepared and has been sent out to DSBN schools to foster positive awareness and promotion of the Well-Being Flag and the iPledge challenge that was co-created with the Niagara Regional Police, Bell Media and DSBN.

DSBN is experiencing positive impact throughout the Niagara Community as we focus on the components of inclusivity, acceptance and kindness.

Moved by Trustee Beamer, seconded by Trustee Mitchell:

"That the March 2020 DSBN Well-Being Report be received."

CARRIED

Educational Research Committee Report

Superintendent Roberto presented an overview of the Educational Research Committee's Proposal Report and Summaries from November 14, 2019 and February 13, 2020. Four proposals were highlighted:

On Nov. 14, 2019 the Educational Research Committee reviewed:

- International Students in Ontario K-12: Pedagogical Challenges and Opportunities – the study will review literature on the internationalization of teacher education connected with Well-being and self reflection. Professional Development of educators in classrooms along with strategies and content will be studied involving 12-20 teachers.

On February 13th, 2020 the Educational Research Committee reviewed:

- Visualizing Citizenship: Children Reading and Writing Photographs – through photographs and participatory research with primary and junior students in the classroom the researcher will examine how reading and making images is integral to visual and digital citizenship through the use of a photographer and utilizing apps such as PIC collage and Skype.
- Supporting Transition Resilience of Newcomer Groups (STRONG): A School-Based Intervention to Promote Well-Being: The research aligns with board initiatives and a mental health focus that will look at the trauma that newcomer student experiences when arriving into our schools with

no prior school experience. Transition interventions and resilience of newcomers will be studied.

- Engaging Students in STEM: Factors Influencing Motivation and Interest – Researchers will examine how STEM initiatives e.g. Makers, Robotics, projects and camps motivate students to become engaged in STEM post secondary course selections and STEM fields. The quality of programs and discerning the interest of students aged 15-17 will be examined. 25 secondary students will complete a survey, that was vetted through the Research Committee, during their school MSIP time.

Superintendent Roberto confirmed that when research projects are completed, DSBN receives a copy of the researchers report which is shared with the appropriate subject superintendent. Reports are kept on file and some research projects are extended for additional projects. The reports and findings can be shared with educational teams and some research final reports proceed to inclusion at professional conferences. Principals are informed of those research projects that are approved for participation. To-date this year, approximately 18 proposals have been received however not all are approved nor do all meet our criteria. The majority of research proposals are received in the Fall rather than in the Spring.

Moved by Trustee Maves, seconded by Trustee Mitchell:

“That the Educational Research Committee of November 14, 2019 and February 13, 2020 be received.”

CARRIED

OTHER BUSINESS

Chair Schaubel suggested to the Program and Planning group that future meetings begin at 5:30pm rather than at 6:00pm. There was general agreement around the table.

NEXT MEETING

The next Program and Planning Committee meeting is scheduled for Tuesday, April 7 at 5:30 p.m. in the Grimsby Lincoln Room at the Education Centre.

ADJOURNMENT

Moved by Trustee Maves , seconded by Trustee Beamer

“That the meeting of the Program and Planning Committee adjourn.”

CARRIED

The meeting adjourned at 6:27 p.m.



SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)

Thursday, March 12, 2020

5:30 p.m.

Grimsby Lincoln Room – Education Centre

MINUTES

Committee Members Present:

Linda Morrice (Chair)
Shannon MacDonald (Vice Chair)
Amy Dunn
Danielle Reynolds
Samantha Sendzik
Nick Smith
Alex Bradnam
Shannon Mitchell

Pathstone Mental Health
CNIB Foundation
Autism Ontario - Niagara
Niagara FASD Coalition
Learning Disabilities Association Niagara Region
Niagara Support Services
Trustee, District School Board of Niagara
Trustee, District School Board of Niagara

Administration/Resource:

Wes Hahn
Jodie Kerr
Karen Ferguson
Nikki Train

Superintendent of Special Education
OPC Representative: Elementary
OPC Representative: Secondary
Student Achievement Leader, Special Education

Regrets:

Kelly Cimek
Leanne Smith

Community Living Welland Pelham
Superintendent of Secondary Schools

Recording Secretary:

Jennifer McGugan

QUORUM/CALL TO ORDER

Quorum was established and the Special Education Advisory Committee (SEAC) meeting was called to order at 5:45 p.m. The meeting began with the Acknowledgement of Traditional Territory.

STUDENT VOICE

Special Education Student Achievement Leader, Nikki Train introduced DSBN staff members. Sara De Divitis, principal of Twenty Valley introduced her Grade 2 student and family. The student shared with the committee the many activities and variety of learning strategies she loves in her school. Her favorite activity is to dance. The student, with the assistance of her educational assistant, performed a dance for the committee.

APPROVAL OF AGENDA

Chair Morrice requested a motion to approve the Agenda of the March 12, 2020 SEAC meeting.

Moved by Shannon Macdonald, Seconded by Nick Smith

"That the Agenda dated March 12, 2020 be approved as presented."

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the Minutes of February 13, 2020 SEAC meeting.

SUPERINTENDENT REPORT**Wes Hahn**

Superintendent Hahn updated the committee on the announcement from the Medical Officer of Health and Minister of Education recommending that the schools close for two weeks after March Break. Families have been sent a message through School Messenger. More information will follow. Superintendent Hahn shared that ETFO is back at the negotiation table and OECTA has signed an agreement. Job Action continues. The DSBN continues to maintain positive relationships with staff and unions. Superintendent Hahn and Nikki Train visited 5 of the SSP programs today. Superintendent Hahn shared that the SSP staff are committed to and caring toward our most complex kids. He observed very inclusive environments at each of the schools. The goal of these programs is to assist students back into regular programming and provide other supports where necessary.

SPECIAL EDUCATION REPORT**Nikki Train**

Nikki Train announced that a new Speech and Language has been hired. She noted that iSocial program continues to receive very positive feedback.

Nikki Train asked the group to **review page 1 (Model for Special Education) pages 29-31 (Roles and Responsibilities in Special Education)** of the DSBN Special Education Plan 2019-20. There were no changes or edits. A copy of the Special Education Plan can be found on the board's website.

TRUSTEE REPORT**Shannon Mitchell**

Trustee Shannon Mitchell shared there are many exciting events including the Well-Being Flag and the iPledge campaign. Every school has received the well-being flag as highlighted at the last SEAC meeting and students and staff across the board have been challenged to make a pledge or a challenge to eliminate bullying and promote kindness and acceptance. The Mental Health and Well-being team, which includes our Social Workers and Youth Counsellors, has been working with schools all year promoting kindness, confronting biases and encouraging others to be accepting and respecting of the diversity across our board. Trustee Mitchell shared that Greater Fort Erie Secondary School student Maci Wood and Stevensville Public School teacher Mr. Roach have been performing together for several years, and recently entered the CBC contest Searchlight 2020. They are currently ranked within the top 100 national contenders with their original song "Unsaid". As well, the talented students from Laura Secord Secondary School who will be performing Mama Mia in Laura Secord's theatre this spring were highlighted. The show opens on March 26, 2020. Trustee Mitchell noted that many talented DSBN students recently competed in the Skills competition in areas like culinary skills, photography, fashion and graphic design.

ASSOCIATION AND BOARD INFORMATION**Autism Ontario – Niagara****Amy Dunn**

Raise the Flag 2020 is scheduled for April 2, 2020. Registration can be found at raisetheflagforautism.com or contact Amy Dunn. Students and schools can show their creativity using #raisetheflagforautism. Summer camp registration has opened, and we are offering 7 weeks in St. Catharines, Niagara Falls and Welland. March Break events next week include swimming, movies and skating. Tee Up for Autism Golf Tournament is on May 22, teams of 4 can sign up and profits directly support summer camp funding.

CNIB**Shannon McDonald**

No report

Learning Disabilities Association of Niagara Region**Samantha Sendzik**

Spring program applications open March 23 and summer camp applications opened on February 24. OHRC Right to Read inquiry is ongoing.

Niagara FASD Coalition**Danielle Reynolds**

On February 18, 2020, Bill 172 - The First Reading of The Education Statute Law Amendment Act (FASD) occurred at Queens Park. This is a Private Member's Bill introduced by MPP Kathleen Wynne. This bill represents a critical first step to promote greater and understanding of FASD.

Niagara Support Services**Nick Smith**

No report.

Pathstone Mental Health**Linda Morrice**

Pathstone runs a summer camp and Niagara Region will fund this camp that has 42 spots. The camp is for children Ages 5-12 and supports families that primarily need education or employment support.

OPC Representative: Elementary**Jodie Kerr**

Teachers continue to support each other. Kindergartens are starting their spring inquiries. Transition meeting for new students are occurring.

OPC Representative: Secondary**Karen Ferguson**

Secondary schools have begun the staffing process.

CORRESPONDENCE

The Committee received letters from Greater Essex County District School Board and Avon Maitland District School Board. Linda will look into the request from Greater Essex County to support the reimplementation of the Minister's Advisory Council for Special Education and report back.

QUESTIONS AND ANSWERS

Shannon MacDonald asked if SEAC could draft a letter to the minister stating that we have concerns about the e-learning for students and the concern for students with special learning needs. Superintendent Hahn noted that the DSBN Trustees already sent a letter to the Ministry addressing these concerns.

ADJOURNMENT

Moved by Shannon Mcdonald, Seconded by Shannon Mitchell.

<i>"That the Special Education Advisory Committee meeting adjourn."</i>
--

CARRIED

The meeting adjourned at 6:26 p.m.

NEXT MEETING: Thursday, April 9, 2020 at 5:30 p.m. – Grimsby-Lincoln Room



SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC)

Thursday, June 11, 2020

2:00 p.m.

Via Microsoft Teams

MINUTES

Committee Members Present:

Linda Morrice (Chair)
Shannon MacDonald (Vice Chair)
Amy Dunn
Danielle Reynolds
Samantha Sendzik
Nick Smith
Brent Beaudoin
Mary Maida
Alex Bradnam
Shannon Mitchell

Pathstone Mental Health
CNIB Foundation
Autism Ontario - Niagara
Niagara FASD Coalition
Learning Disabilities Association Niagara Region
Niagara Support Services
VOICE for Deaf and Hard of Hearing Children
Down Syndrome Niagara
Trustee, District School Board of Niagara
Trustee, District School Board of Niagara

Administration/Resource:

Wes Hahn
Leanne Smith
Jodie Kerr
Karen Ferguson
Nikki Train
Paulette Alcox

Superintendent of Special Education
Superintendent of Secondary Schools
OPC Representative: Elementary
OPC Representative: Secondary
Student Achievement Leader, Special Education
Assistant Student Achievement Leader, Special Education

Regrets:

Kerry Thomas

Community Living Welland Pelham

Recording Secretary:

Jennifer McGugan

QUORUM/CALL TO ORDER

Quorum was established and the Special Education Advisory Committee (SEAC) meeting was called to order at 2:00 p.m. The meeting began with the Acknowledgement of Traditional Territory.

STUDENT VOICE

Special Education Student Achievement Leader, Nikki Train introduced Special Education Consultant Kathy Ditto and the Garrison Road Public School Structured Strategies class teacher, Kelly Spurrell. Kathy shared with committee about Gabe's transition to learning at home. Through collaboration and exceptional teamwork, the school, family and special education team were able to support Gabe by bringing many of the effective strategies used at school into Gabe's home environment. With this support Gabe was able to achieve success in learning from home and embrace it with positivity.

Superintendent Wes Hahn introduced Andy Dermatas, elementary teacher and DSBN Special Olympics representative to present the DSBN Special Olympics video from last year to the committee.

APPROVAL OF AGENDA

Superintendent Hahn explained to the committee the challenge with holding all 10 SEAC committee meeting for the 2019-20 school year and discussed that the DSBN hold only 8 SEAC committee meetings for the 2019-20 year. Chair Morrice requested a motion for the committee to approve 8 SEAC committee meetings for the 2019-20 year, with today's meeting being the last.

Moved by Shannon Macdonald, Seconded by Amy Dunn

"That 8 instead of 10 DSBN SEAC committee meetings in the 2019-20 year be approved."

CARRIED

Chair Morrice requested a motion to approve the Agenda of the June 11, 2020 SEAC meeting.

Moved by Samantha Sendzik, Seconded by Brent Beaudoin

"That the Agenda dated June 11, 2020 be approved as presented."

CARRIED

BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the Minutes of March 12, 2020 SEAC meeting.

SUPERINTENDENT REPORT

Wes Hahn

Superintendent Hahn updated the committee on the process for implementing DSBN Learn From Home. There were many departments and staff working to provide access and resources for families, as well as professional development and resources for staff to use in the Learn From Home platform. There has been immense work done around staff and student engagement and bringing everyone together to support families and students in this virtual learning environment. Superintendent Leanne Smith shared with the committee that many students were supplied devices and internet. She highlighted the exceptional work of In-School Student Success teams ensuring student learning needs are being supported so that learning continues.

SPECIAL EDUCATION REPORT

Nikki Train

Nikki Train shared with the committee that the Special Education department provided over 125 professional development sessions for staff. There were over 10000 attendees, including EAs, DECEs, Food Technicians, teachers, and administrators. The sessions covered topics that support staff with strategies and tools for teaching and building relationships with students with special education needs. Nikki also shared that special education staff have been virtually participating in IPRCs, In School Teams, communication with homes, transitions, providing individual learning support, supporting Blind Low Vision and Deaf Hard of Hearing students, and developing learning tools for at home. The Psychoeducational Assessment Team has been presenting assessments virtually as well.

Nikki updated the committee on the newly developed Special Education Programs for the 2020/21 school year. There is a new Transition Support Program with two classes of grade 2-5 students that would benefit from an alternative setting. Also new is the Multidisciplinary Support Program with one class in a secondary school setting for grade 5-8 students that have externalizing behaviour and require additional support. There will be new classes and staff added to some of our already existing programs. We will add a Communication class, a Structured Strategies class and two new Movement teacher positions to support students with ASD. Nikki shared that there will be new RISE classes for grade 7-8 students that require support in closing the gap and would benefit from a secondary school setting prior to their future transition to grade 9.

Nikki shared the Special Education and Mental Health and Well-Being summer learning opportunities with the committee. Programs include opportunities for ASD learners, students with a SEA device, transition support, and social emotional learning.

Nikki Train asked the group to review IPRC - page 2- 8, Exceptionalities – page 32 – 34, and Spec ed Placement options – page 9 –12 of the DSBN Special Education Plan 2019-20. There were no changes or edits discussed. Committee members were asked to submit their feedback to Superintendent Hahn's office via email. A copy of the

Special Education Plan can be found on the board's website. The committee will receive a follow up email after today's meeting with a request for them to review the final pages of the DSBN Special Education Plan 2019-20 and email their feedback.

TRUSTEE REPORT

Alex Bradnam

Trustee Alex Bradnam highlighted some key points in the report provided by Director Hoshizaki to the Board of Trustees. The DSBN has been communicating with staff, students and families virtually. The DSBN Learn From Home platform has provided many resources for students and their families and activities are updated weekly for elementary families on the DSBN website. Secondary online resources are posted on the DSBN website as well as homework help was expanded to include math, science and ESL. Computer technology has been deployed to both staff and students to support their working and learning from home. In addition, Wi-Fi was provided to over 650 families in need. The Mental Health & Well-Being team is providing ongoing professional learning for DSBN staff including attendance, mental health and equity and inclusive education. Well-Being resources for parents are updated weekly on the Learn from Home website. Social Workers, Youth Counsellors and the Mental Health & Well-Being Team are working to make connections with families and support students and families. Through DSBN Cares and Niagara Nutrition Partners, the DSBN contributed over \$100,000 to support DSBN families in need. Also, the DSBN donated funds and personal protective equipment to the Niagara Health System.

ASSOCIATION AND BOARD INFORMATION

Autism Ontario – Niagara

Amy Dunn

The sensory room in Welland will be available soon. Hosting virtual yoga sessions and looking to include some ABA strategies in these sessions. Offering parent support groups and virtual craft events. Waiting on government direction around availability for camps.

VOICE

Brent Beaudoin

Postponed some programming until the fall and cancelled other programming. Online meeting tools are difficult for DHH kids, but the virtual meetings have been a support for parents. Masks are challenging for the DHH community that relies on visual information to communicate.

CNIB

Shannon McDonald

No report

Learning Disabilities Association of Niagara Region

Samantha Sendzik

Offering parent webinars (literacy, coping and math skills) and have been overwhelmed with the response. Preparing transition programming/self-advocacy programs for transitioning students. Spring and summer camps were cancelled. Will be offering one-to-one remedial reading support in July and August.

Niagara FASD Coalition

Danielle Reynolds

Niagara now has an FASD worker. The title of the role is Ontario FASD Worker/Coordinator and Cathy Gales has been chosen for this position. The full scope of the role is still in the planning stages but in general terms the role of the worker is to provide information, develop service plans, help families access services, and connect parents to support networks and diagnostic services if available. Further information will be provided as it becomes available.

Niagara Support Services

Nick Smith

Focused on residential programs. Close to getting the respite program up. Working with the school boards to plan for the CAP class vacancy.

Down Syndrome

Mary Maida

No report.

Pathstone Mental Health

Linda Morrice

Pathstone is an essential service and have been offering services over the phone and digitally. They are using Doxy.me for virtual meetings. Staff have been remarkable in showing their flexibility. Everyone is back to work full time and there are kids back in the building. There is a re-entry task force. Pathstone is using shields instead of masks to

allow for people to see the whole face. Pathstone is moving forward with camps, but they will look different.

OPC Representative: Elementary

Jodie Kerr

Elementary staff have been engaged in online learning platforms, DSBN Learn From Home, and virtual meetings and training. Schools have been virtually continuing with IPRC and transition meetings. Many students received technology. Recently, students and staff have been gathering belongings.

OPC Representative: Secondary

Karen Ferguson

Teachers are providing programming specifically for each student into D2L or Google Classroom. Videos were prepared using e.g. Screen Castify to show parents how to access all the students' programming. Teachers and Educational Assistants have been meeting with students through Microsoft Teams to do group lessons and work through some programming. Impressed to see the things that staff are doing to support parents who need help with students at home.

CORRESPONDENCE

There was no correspondence received.

QUESTIONS AND ANSWERS

There were no questions received.

ADJOURNMENT

Moved by Nick Smith, Seconded by Danielle Reynolds.

<p><i>"That the Special Education Advisory Committee meeting adjourn."</i></p>

CARRIED

The meeting adjourned at 3:38 p.m.

NEXT MEETING: Thursday, September 10, 2020 at 5:30 p.m. – Location TBD



STUDENT TRUSTEE SENATE COMMITTEE

April 30, 2020
Microsoft Teams

MINUTES OF MEETING

Members Present:

Student Trustees:

Keylee Smith, Welland Centennial Secondary School
Karina Tavernese, Sir Winston Churchill Secondary School
Ness Griffin, Laura Secord Secondary School

School Representatives:

Parsa Razeghi, A.N. Myer	Emma Tracey, Grimsby
Jessica Zheng, A. N. Myer	Skye Reid, Laura Secord
Samantha Adams, Beamsville	Sara Turvani, Laura Secord
Devon Fiander, DSBN Academy	Nadia Jassem, St. Catharines Collegiate
Justice Wells, DSBN Academy	Brooke MacIntosh, St. Catharines Collegiate
Camryn Furlong, E.L. Crossley	Marshall Barker, Sir Winston Churchill
Priya Shourie, E.L. Crossley	Sacha Schimmelpenninck Van Der Oye, Sir Winston Churchill
Aidyn Kasper, Eden	Jacob O'Connor, Stamford
Anastasia Vakoulich, Eden	Olivia Sargeson, Stamford
Piper Jackman, Eastdale	Duaa Abbasi, Thorold
Krish Patel, Eastdale	Sydney Alexander, Thorold
Mackenzie Ziegler, Governor Simcoe	Donghwui Kim, Welland Centennial
Owen Theriault, Governor Simcoe	Evvi Libby, Welland Centennial
Ella Kucman, Greater Fort Erie	Reyana Jayawardena, Westlane
Grace-Anna Pielt, Greater Fort Erie	Salony Sharma, Westlane

Administrative Advisors:

Ms. Andrea Jagoe-Lynett, Student Achievement Leader, Student Success
Ms. Carla Piovesana, VP, Eden High School
Ms. Leanne Smith, Superintendent of Secondary Schools
Ms. Susan Santesso, Consultant, Student Success

Recording Secretary:

Mrs. Nichola Lee, Administrative Assistant to the Superintendent

Regrets:

Samantha Pierce, Beamsville
Nikola Minor, Grimsby

Absent:

Emma Hric, Port Colborne
Matteo Panunte, Port Colborne

Candidates:

Duaa Abbasi – TSS (on senate)
Manara Abdelgadir - Governor Simcoe
Tasneem Elatresh - Eden
Maddy Farquhar - Grimsby
Camryn Furlong – ELC (on senate)
Owen Hildebrand - Sir Winston Churchill
Ella Kucman – GFESS (on senate)
Salony Sharma – Westlane (on senate)
Victoria Tessier - Welland Centennial

Welcome:

The Senators and Student Trustee candidates were welcomed by Keylee, Karina and Ness on the MS Teams platform. The meeting began with the reading of the Indigenous Land Acknowledgment.

Approval of the Agenda:

Eden motioned for the agenda to be approved. SWC seconded the motion.

Motion carried

Student Trustee Election

The role and duties of the Student Trustee position were explained, and the Student Trustee election procedures were outlined. The Senators reviewed the candidate profiles. At 2:13pm each of the nine candidates made a three-minute speech to support their candidacy. After the speeches, the Senators voted using a Google forms ballot. At 3:32pm Salony Sharma, who attends Westlane Secondary, was declared the new DSBN Student Trustee. She will assume the two-year term in August 2020.

Student Trustee Senate Video

The Senators were invited to view a promotional video about the Student Trustee Senate that was made with the assistance of the DSBN Communications department. It will be sent out at the beginning of the school year when recruitment begins for new Senators.

Student Trustee Update

There is a vacancy for the role of the Indigenous Student Trustee and the selection will take place at the Indigenous Symposium on May 12 and 13, 2020.

School Closure Update

Public schools remain closed to May 31st. More info will be shared as it is available.

Roundtable

The Senators were asked to share experiences of the virtual classroom during the school closure. Senators observed that online learning is an adjustment in learning styles particularly for tactile learners. These are unprecedented times and both staff and students are doing their best to continue learning. There is concern about preparation for graduates' university year; however, in some cases where students had been managing underlying mental health issues, learning from home has been an opportunity to enjoy a measured pace of learning. Resources for some classes like a Visual Art can be challenging.

Meeting Adjournment:

E.L. Crossey motioned that the meeting be adjourned. Stamford seconded the motion.

Motion carried

The meeting ended at 3:55 pm.

Next Meeting:

Tuesday, May 19th (MS Teams).



STUDENT TRUSTEE SENATE COMMITTEE

May 19, 2020
Microsoft Teams

MINUTES OF MEETING

Members Present:

Student Trustees: Keylee Smith, Welland Centennial Secondary School
Karina Tavernese, Sir Winston Churchill Secondary School
Ness Young, Laura Secord Secondary School

School Representatives:

Parsa Razeghi, A.N. Myer	Skye Reid, Laura Secord
Jessica Zheng, A. N. Myer	Nadia Jassem, St. Catharines Collegiate
Samantha Adams, Beamsville	Brooke MacIntosh-Duffin, St. Catharines Collegiate
Devon Fiander, DSBN Academy	Marshall Barker, Sir Winston Churchill
Camryn Furlong, E.L. Crossley	Sacha Schimmelpenninck Van Der Oye, Sir Winston Churchill
Priya Shourie, E.L. Crossley	Jacob O'Connor, Stamford
Anastasia Vakoulich, Eden	Olivia Sargeson, Stamford
Piper Jackman, Eastdale	Duaa Abbasi, Thorold
Krish Patel, Eastdale	Sydney Alexander, Thorold
Krish Patel, Eastdale	Donghwui Kim, Welland Centennial
Mackenzie Ziegler, Governor Simcoe	Evvi Libby, Welland Centennial
Owen Theriault, Governor Simcoe	Reyana Jayawardena, Westlane
Ella Kucman, Greater Fort Erie	Salony Sharma, Westlane
Emma Tracey, Grimsby	

Administrative Advisors:

Ms. Andrea Jagoe-Lynett, Student Achievement Leader, Student Success
Ms. Carla Piovesana, VP, Eden High School
Ms. Leanne Smith, Superintendent of Secondary Schools
Ms. Susan Santesso, Consultant, Student Success

Recording Secretary:

Mrs. Nichola Lee, Administrative Assistant to the Superintendent

Trustees:

Nancy Beamer, Dave Schaubel

Regrets:

Aidyn Kasper, Eden
Nikola Minor, Grimsby
Sara Turvani, Laura Secord

Absent:

Samantha Pierce, Beamsville
Justice Wells, DSBN Academy
Grace-Anna Pielt, Greater Fort Erie
Emma Hric, Port Colborne
Matteo Panunte, Port Colborne

Guests:

Keelee Hollowell, A.N. Myer

Welcome:

The Senators and Student Trustee candidates were welcomed by Keylee, Karina and Ness on the MS Teams platform. The meeting continued with the reading of the Indigenous Land Acknowledgment.

The Director of Education, Warren Hoshizaki, was welcomed to the meeting and invited to address the Senators. He thanked the students for their work on the Committee throughout the year.

Approval of the Agenda:

Sir Winston Churchill motioned for the agenda to be approved. E.L. Crossley seconded the motion. **Motion carried**

Introduction of New Student Trustees

The Student Trustees invited Salony Sharma (Westlane) to introduce herself to the Senators. She thanked Keylee, Karina and Ness for their support as she transitions into the role of Student Trustee. The term begins in August.

Ness updated the Senators on the process of electing the new Indigenous Student Trustee. She introduced Keelee Hollowell (A.N. Myer) to the Senators. Keelee will begin her term in August.

Trustee Update

Trustees Nancy Beamer and Dave Schaubel were welcomed to the meeting. Trustee Schaubel congratulated both Keelee and Salony. He reported that due to schools being closed for the remainder of the school year the graduations will take place in the fall. The plans for summer learning are in place. He thanked teachers and staff for supporting students during the school closure.

Trustee Beamer reported that the DSBN has provided students with devices and access to internet to work from home and continue learning. DSBN Cares was set up and raised \$50,000 to provide food and support to DSBN families. She welcomed the new Student Trustees to the Board.

Overview of the Year

Indigenous Student Trustee - the official position was created, and an official election process was developed. The election process took place on May 12th and 13th.

EFN Locker Raffle – Senators were thanked for working on this project, which did not launch due to school closure. The Student Trustee Senate will continue to work with EFN next year.

Student Voice Forum – this two-year project has finished, and the results will be shared with the Director of Education who will provide direction to the Student Trustees on sharing this through the Strategic Planning process.

Question Period

Q1: When will there be graduations?

A1: Graduations will take place in the Fall and if quarantine measures are in place an alternate plan will be provided.

Q2: Will sports resume when schools open?

A2: The DSBN will follow Public Health recommendations.

A3: Will events like Excellence in Education be celebrated?

A3: The celebration dinner will not take place this year, but the bursaries have been increased to compensate.

Adjournment:

Keylee thanks the Senators for their work during the past year. She wished the best of luck to those graduating and encouraged them to use their experiences as leaders of today to pursue their plans and goals.

Meeting Adjournment:

Sir Winston Churchill motioned that the meeting be adjourned. Stamford seconded the motion.

Motion carried

The meeting ended at 2:40p.m.

Next Meeting:

Student Trustee Senate Retreat
Tuesday, September 22, 2020



PARENT INVOLVEMENT COMMITTEE

Wednesday, June 3, 2020
5:00 p.m. – TEAMS virtual meeting
Chair: Lisa Mooney
MINUTES

PRESENT: Lisa Mooney, Joy Janzen, Kelly McNeil, Melissa Lofquist, Pauline Dawson,
REGRETS: Stacia Heaton, Jim Burnison, Susan Jovanovic
SUPERINTENDENT: Michael St. John
TRUSTEES: Nancy Beamer, Doug Newton
ADMINISTRATION: Fred Louws, Tracy Leemet
RECORDING SECRETARY: Elisha von Wuthenau

WELCOME

Meeting was called to order. Chair Lisa Mooney welcomed everyone.

ADOPTION OF AGENDA

Moved by Pauline Dawson
Seconded by Kelly McNeil

“That the Agenda be adopted.”

CARRIED

BUSINESS ARISING FROM THE MINUTES

none

SUPERINTENDENT’S REPORT

Superintendent St. John welcomed all the members and thanked them for their commitment to being part of the DSBN Parent Involvement Committee.

He shared the following:

- Report cards are being completed. They will be mailed home at the end of June.
- Retrieval of personal belongings at school. There is a plan in place, endorsed by Public Health, allowing parents to access the schools to retrieve their child’s personal items.
- Throughout the closure, custodians are in the schools preparing/cleaning to ensure it is safe for staff and families that may in the school over the next week.
- Graduation – Secondary Schools have decided to postpone until fall. Elementary schools are still working with Public Health to provide a grade 8 graduation celebration. More information is expected to be provided next week.
- The DSBN has ensured that supports are still in place for students that may need support for Mental Health. The Social Workers and Child and Youth Workers are still available to support those children. The framework is different, but they are still available.
- Summer learning opportunities will be happening in the area of special education, mental health and well-being, math, literacy, indigenous perspectives, physical education. At this point, all learning will be virtual.

CHAIR'S REPORT

Lisa Mooney shared the following:

- PIC chairs had a virtual meeting with the Ministry of Education in May. The main concern raised by the PIC chairs in the meeting was regarding Pro Grant funding. The chairs had requested that any unused funds from this year be carried forward to next year, in addition to funds hoped for in the fall. The Ministry of Education did not provide an answer at the meeting. At this time, there is no direction provided.
- PIC chairs have had additional meetings, same issue re-surfaced.

TRUSTEE UPDATE

Trustee Doug Newton shared the following:

- As students and teachers transitioned to learning and teaching from home the DSBN provided over 4000 Chromebooks to assist families in need and wifi service was delivered to hundreds of homes without internet, throughout the Region.
- The DSBN donated \$40 000 worth of Personal Protective Equipment to the three hospitals in the Niagara Health System. The DSBN also donated an additional \$50 000 to the Niagara Health System, to assist in purchases of medical equipment and other resources needed to fight Covid-19.
- DSBN Cares is an opportunity for DSBN employees and Trustees to contribute to a special relief fund to support members in our DSBN community. DSBN Cares partnered with Niagara Nutrition Partners to provide gift cards for groceries and other essential items to support over 1100 DSBN families impacted by COVID -19.
- Board committees are meeting, throughout June through virtual meetings, with a live audio feed available to the public linked on our DSBN website.
- The Board budget process is underway and is expected to be presented in the June Board meeting.
- Trustees have participated in regular information sessions with the Director over the past couple of months.
- Director Hoshizaki is part of a provincial school re-opening working group advising the Ministry of Education on reopening considerations.

NEW BUSINESS

- none

ADJOURNMENT

Moved by Pauline Dawson

Seconded by Joy Janzen

"That the Parent Involvement Committee meeting adjourn."

CARRIED

Meeting adjourned at 5:30 p.m.

Next meeting – September 16th, 2020
Location – TBD



AUDIT COMMITTEE MINUTES OF OPEN SESSION MEETING

Monday, June 8, 2020
3:00 p.m.

Virtual - Microsoft Teams

Present:

Audit Committee External Members: Lons Kushner (Committee Chair), Yusuf Essop

Trustee Audit Committee Members: Sue Barnett, Jonathan Fast

DSBN Administration: Stacy Veld, Superintendent of Business Services
Nicky Westlake, Controller of Finance

Regional Internal Audit Team: Jenny Baker, Manager
John Forte, Internal Auditor

Trustee Committee Member Absent: Kate Baggott

Recording Secretary: Terri Cook, Business Assistant

CALL TO ORDER AND WELCOME

Chair Lons Kushner called the meeting to order at 3:00 p.m.

APPROVAL OF THE AGENDA

Moved by: Yusuf Essop
Seconded by: Jonathan Fast

“That the agenda be approved as presented.”

CARRIED

DECLARATION OF CONFLICT OF INTEREST

There were no conflicts of interest declared.

REGIONAL INTERNAL AUDIT STATUS REPORT

Regional Internal Audit Manager Jenny Baker reported on the RIAT's work undertaken since November 18, 2019 with respect to the annual risk assessment update and stated that as a result of COVID restrictions, the proposed audits for 2019-20 could not be completed and suggested they be rolled over to 2020-21. The Audit projects proposed for 2020-21 were provided in the report. In the Fall of 2020, a risk assessment will be completed to identify a full audit plan for the upcoming years and whether any risk assessment changes are necessary to amend the current plan.

Moved by: Sue Barnett
Seconded by: Yusuf Essop

**“That the report of the Regional Internal Audit Status Report be received”, and
“That the Audit Plan that was approved for 2019-2020 be rolled forward for completion
in 2020-21”, and
“That the Audit Projects Proposed for 2020-2021 be approved”.**

CARRIED

7-MONTH SPECIFIED PROCEDURES REPORT

Controller of Finance Nicky Westlake referenced the report on the specified auditing procedures by KPMG in connection with DSBN's reporting to the Ministry of Education for the period from September 1, 2019 to March 31, 2020. No issues or audit differences were found.

Moved by: Yusuf Essop

Seconded by: Jonathan Fast

"That the 7-month Specified Procedures Report for the period ending March 31, 2020 be received".

CARRIED

EVALUATION OF EXTERNAL AUDITORS

Controller of Finance Westlake requested committee members complete the evaluation form provided in the agenda package and submitted to her via email. If there are concerns or comments, a formal report would be brought to the September Audit Committee meeting.

Moved by: Sue Barnett

Seconded by: Yusuf Essop

"That Audit Committee members complete the Evaluation of External Auditors form for the 2018-19 Fiscal Year and send in confidence to Nicky Westlake by June 15, 2020."

CARRIED

APPOINTMENT OF EXTERNAL AUDITORS

Controller of Finance Westlake explained that Ontario Regulation 361/10 requires Audit Committees to make an annual recommendation to their Board of Trustees on the appointment, replacement or dismissal of the external auditors.

Controller of Finance Westlake shared that the KPMG LLP audit partner and audit team have provided excellent audit services and recommended their continued partnership. The Committee supported the recommendation of the endorsement of KPMG.

Moved by: Sue Barnett

Seconded by: Yusuf Essop

"That KPMG LLP be appointed as District School Board of Niagara external auditors for a one-year term commencing September 1, 2020."

CARRIED

NEXT MEETING

The next Audit Committee meeting will take place on Monday, September 14, 2020 at 5:30 p.m.

ADJOURNMENT

Moved by: Jonathan Fast

Seconded by: Sue Barnett

"That the Audit Committee meeting be adjourned."

CARRIED

The meeting adjourned at 3:18 p.m.



POLICY COMMITTEE

Tuesday, June 9, 2020
3:00 p.m.

MINUTES

TRUSTEE COMMITTEE MEMEBERS: Elizabeth Klassen, Doug Newton, Shannon Mitchell, Alex Bradnam, Kate Baggott

TRUSTEE GUESTS: Sue Barnett, Nancy Beamer

ADMINISTRATION: Kelly Pisek, Superintendent of Education
Lora Courtois, Superintendent of Human Resources

GUESTS: Stacy Veld, Superintendent of Business/Treasurer of the Board, Helen MacGregor, Superintendent of Curriculum & Student Achievement, JoAnna Roberto, Superintendent of Curriculum & Student Achievement, Wes Hahn, Superintendent of Special Education, Mike St. John, Superintendent of Education, Leanne Smith, Superintendent of Curriculum & Student Achievement

SECRETARY: Jennifer Reid

WELCOME AND INTRODUCTIONS

Chair Alex Bradnam called the meeting of the Policy Committee to order at 3:00 p.m. He welcomed the trustees, administrative team and guests.

APPROVAL OF AGENDA

Chair Bradnam asked the Committee for approval of the agenda.

Moved by Shannon Mitchell, Seconded by Elizabeth Klassen

BUSINESS ARISING FROM THE MINUTES

There was no new business arising from the minutes of February 11, 2020.

NEW BUSINESS

F-06: Video Security Surveillance

Superintendent Stacy Veld presented this policy. Transportation is an extension of education therefore an additional paragraph was added to the end of this policy which includes the use of video surveillance systems on vehicles contracted for student transportation services by the DSBN through Niagara Student Transportation Services. The policy committee suggested and approved the addition of the term "operating" be added to the last sentence in the first paragraph before the word "procedures".

Moved by Doug Newton, seconded by Kate Baggott

“That Policy F-06: Video Security Surveillance be approved as amended and adopted.”

attached

CARRIED

C-02: Adult & Community Education (ACE) Operational Framework

Superintendent JoAnna Roberto presented this policy. No changes were made to this policy. This policy was written to outline the variety of programs and courses the DSBN has to offer for returning students and adults.

Moved by Doug Newton, seconded by Shannon Mitchell

“That Policy C-02: Adult & Community Education (ACE) Operational Framework be approved as received and adopted.”

attached

CARRIED

D-01: Digital Technology Use by Students

Superintendent JoAnna Roberto presented this policy. One component was added to the digital devices section of this policy, that includes the use of a personal device. Although personal devices may be used, students must follow DSBN policies to ensure safe and secure access.

Moved by Kate Baggott, seconded by Shannon Mitchell

“That Policy D-01: Digital Technology Use by Students be approved as amended and adopted.”

attached

CARRIED

D-02: Selection, Approval and Review of Educational Resources

Superintendent Helen MacGregor presented this policy. Changes were made to reflect current practise. DSBN schools refer to the Ministry of Education Trillium List and no longer produce a recommended list of resources. In addition, School Support Services have been changed to Curriculum Support Services.

Moved by Elizabeth Klassen, seconded by Kate Baggott

“That Policy D-02: Selection, Approval and Review of Educational Resources be approved as amended and adopted.”

attached

CARRIED

G-29: Safe and Accepting Schools: Bullying Prevention and Intervention

Superintendent Wes Hahn presented this policy. There were no changes made to this policy as Policy/Program memorandum (PPM)144 has not been revised yet by the Ministry of Education. For this reason, it was suggested that the review date on this policy not change and remain open for review for next year.

Moved by Kate Baggott, seconded by Doug Newton

“That Policy G-29: Safe and Accepting Schools: Bullying Prevention and Intervention be accepted with the current date open for review next year.”

attached

CARRIED

G-14: Out of School Programs/Events

Superintendent Michael St. John presented this policy. Many changes were made to this policy to reflect current practise and a focus on equity and access for all students. An additional paragraph was added at the end of this policy for clarity on the approval process which is detailed in administrative procedures.

Moved by Doug Newton, seconded by Elizabeth Klassen

“That Policy G-14: Out of School Programs/Events be approved as amended and adopted.”

attached

CARRIED

E-14: Police Criminal Record Check- Police Vulnerable Sector Check for Service Providers

Superintendent Lora Courtois presented this policy. Two major changes were made to this policy; Police Criminal Record Check has been replaced with the Policy Vulnerable Sector Check for individuals who provide goods or services without a formal contract with the DSBN. As well, under section 6., two additional organizations that DSBN work with have been added to the list.

Moved by Doug Newton, seconded by Elizabeth Klassen

“That Policy E-14: Police Criminal Record Check – Police Vulnerable Sector Check for Service Providers be approved as amended and adopted.”

attached

CARRIED

G-24: On-Site/Off-Site Evacuation

Superintendent Lora Courtois presented this policy. This policy addresses any type of emergency where students may need to be moved on-site/off-site. Changes were made to this policy to reflect current practise. In the first paragraph, the definition of an emergency was updated and in the last paragraph the terminology was changed to “the authority having jurisdiction” that accurately reflect the range of supports provided.

Moved by Kate Baggott, seconded Doug Newton

“That Policy G-24: On-Site/Off-Site Evacuation be approved as amended and adopted.”

attached

CARRIED

G-36: Concussions

Superintendent Lora Courtois presented this policy. Updates to this policy aligns with Policy/Program Memorandum (PPM) 158. In addition, the first paragraph has been updated to encompass all aspects of the DSBN’s commitment pertaining to this policy. As well, return to school has two separate components; learning and physical education which are now stated in this policy. The feedback received was a question asking if this policy addresses staff as well. This policy is specifically designed for students based on PPM 158, however staff that experience a concussion work through DSBN Human Resources department for support.

Moved by Doug Newton, seconded by Elizabeth Klassen

“That Policy G-36: Concussions be approved as amended and adopted.”

attached

CARRIED

E-02: Conflict of Interest

Superintendent Lora Courtois presented this newly developed policy. DSBN has an administrative procedure for Conflict of Interest that includes more details to assist employees with this process. This policy was developed to compliment the operational procedure for staff. The committee suggested and approved that the definition of “Conflict of Interest” found in the administrative procedure be added at the beginning of this policy.

Moved by Kate Baggott, seconded by Shannon Mitchell

“That Policy E-02: Conflict of Interest be approved as amended and adopted.”

attached

CARRIED

CHAIR REPORT

Chair Bradnam shared that the committee completed a total of 30 policies in 2019-20. Out of these 30, three were newly developed policies. One policy that was scheduled, was not reviewed as we are awaiting Ministry of Education PPM revisions. Next year we have 16 policies that are scheduled to be reviewed.

NEXT MEETING

The next Policy Committee meeting is scheduled for Tuesday November 17, 2020 at 5:30 p.m. Policies will be open for vetting from September 11 – November 5, 2020.

ADJOURNMENT

Moved by Kate Baggott, Seconded by Shannon Mitchell

“That the Policy Committee meeting adjourn.”

CARRIED

The meeting adjourned at 4:08 pm.



FINANCE COMMITTEE MINUTES OF OPEN SESSION MEETING

Monday, June 10, 2020
4:30 p.m.

Virtual - Microsoft Teams

Present:

Trustee Committee Members: Kevin Maves (Committee Chair), Sue Barnett, Lora Campbell, Jonathan Fast

Trustee Guests: Nancy Beamer, Alex Bradnam

DSBN Administration: Stacy Veld, Superintendent of Business Services
Warren Hoshizaki, Director of Education
John Dickson, Superintendent of Education
Bob Dunn, Chief Construction & Maintenance Officer
Nicky Westlake, Controller of Finance

Recording Secretary: Terri Cook, Business Assistant

CALL TO ORDER AND WELCOME

Chair Kevin Maves called the meeting to order at 4:30 p.m.

APPROVAL OF THE AGENDA

Moved by: Jonathan Fast
Seconded by: Lora Campbell

“That the agenda be approved as presented.”

CARRIED

AWARD OF CONTRACTS SUMMARY REPORT

Superintendent of Business Services Stacy Veld presented the Award of Contracts Summary Report and identified the two projects on the report as Forestview Public School's addition and Eden Secondary School's science lab renovations. Both have been approved as per the Multi-year Capital Plan for 2019-20 and confirmation of the Ministry's approval to proceed.

Moved by: Sue Barnett
Seconded by: Jonathan Fast

“That the Award of Contracts Summary Report for the period ended March 31, 2020, be received.”

CARRIED

THIRD INTERIM FINANCIAL REPORT

Superintendent of Business Services Stacy Veld along with Nicky Westlake, Controller of Finance presented the 2019-20 Third Interim Financial Report for the period ending April 30, 2020. The report presents a comparison of year-to-date actual revenue and expenditures to the prior year, explains key variances from budget, and forms a conclusion as to the projected surplus for the year. As of the time of this report, all of the expenditures related to COVID-19 were not able to be identified.

Moved by: Lora Campbell
Seconded by: Sue Barnett

“That the Third Interim Financial Report for the period ending April 30, 2020, be received.”

CARRIED

MULTI-YEAR CAPITAL PLAN

Superintendent of Business Services Stacy Veld along with Bob Dunn, Chief Construction & Maintenance Officer presented the Multi-Year Capital Plan. Each year, a Multi-Year Capital Plan is prepared by staff to address various capital needs within the DSBN.

The Plan is developed through identified needs and prioritized from previous school condition surveys, facility renewal requests from schools, instructional space requirements, education program needs, accessibility improvement requirements, major capital construction and administrative capital projects. All proposed projects have been reviewed in detail by Senior Administration and reflect program needs and priorities.

In the upcoming year, DSBN will continue to receive funding for school condition improvements in addition to the annual Grants for Student Needs allocation of school renewal. Funding has been based on our previous year allocation as the GSN's are not released yet.

Moved by: Sue Barnett
Seconded by: Lora Campbell

“That the Multi-Year Capital Plan be approved, and staff be authorized to proceed with all identified projects up to and including the 2021-22 year, subject to confirmation of necessary Ministry of Education capital funding approvals.”

CARRIED

NEXT MEETING

To be determined.

ADJOURNMENT

Moved by: Jonathan Fast
Seconded by: Sue Barnett

CARRIED

The meeting adjourned at 4:57 p.m.



MINUTES

Date: Thursday, June 18, 2020

Time: 1:00 pm

Location: MS Teams

Members: Lora Campbell, Trustee
Caroline Graham, John Howard Society of Niagara
Andrea Jagoe-Lynette, Student Achievement Leader – Instruction & Learning
Leanne Smith, Superintendent of Education

Resources: Melinda Dackiw – S.A.L. & Student Attendance Secretary
Nadia LaSelva – Attendance Counsellor
Nichola Lee – Administrative Assistant to the Superintendent of Education

Regrets: Tracy Sacco, Student Achievement Leader – Alternative Education

Student Achievement Leader, Andrea Jagoe-Lynette, called the meeting of the Supervised Alternative Learning (S.A.L.) Committee to order at 1:00 p.m. She thanked Committee members for their work in supporting our most at-risk students during the 2019-2020 school year.

The Committee reviewed twenty-three active cases that had previously come to the Committee during the 2019-2020 school year.

Of the twenty-three cases reviewed, fourteen cases were renewed for the next school year. The remaining nine students have either turned 18 and aged out of the S.A.L. program or have been directed to an alternative learning plan.

The Committee agreed that the monthly case reviews, a process introduced this year, improved the monitoring of all forty-nine cases that came before the S.A.L. Committee in 2019-2020.

The meeting adjourned at 1:20 p.m.

Next Meeting: Wednesday, October 14th, 2020, 1:00 pm in the Grimsby Lincoln Room, Education Centre



Report to Board 2019-2020 End of Year / Summer Learning Plans 2020 June 22, 2020

Background:

The announcement of school closures by the province in March 2020 resulted in an immediate, and massive shift from the way education is delivered to students and changed most operational aspects of the DSBN.

The DSBN senior leadership team collaborated with schools and support staff to quickly adapt to pandemic conditions and ensure the continuation of student learning. Clear communication with stakeholders, proactive planning and preparation, and supporting emergent needs of students and their families resulted in an environment that supported student success.

This work was supported by regular interactions with Niagara Public Health, resulting in the strict implementation and adherence to safety protocols and procedures to prevent the transmission of COVID-19.

This report provides brief highlights of the work that was executed by the senior leadership team to ensure the continuation of learning, achieve end of year objectives, and implement a comprehensive summer learning plan for students in Kindergarten to Grade 12.

Information:

Senior Administration

- Senior Leadership Planning Meetings: The senior team held virtual planning meetings two times per week during March, April, May and June as well as critical meetings as needed
- Ministry of Education/CODE Teleconferences: Ministry updates are provided to directors and superintendents followed by a Q & A once/twice per week
- System Administrators' Meetings: The director and superintendents shared key messages that would equip administrators to begin building school-based plans for areas such as technology distribution, connecting with families and supporting staff with building online learning platforms
- Area Meetings: Superintendents held weekly virtual meetings which allowed for continued information sharing as updates came from the Ministry and provided an opportunity to share best practices and allowed for questions
- Labour Partners: The director and superintendent of human resources held weekly/biweekly teleconferences to provide updates, receive input and answer questions
- Staff Updates: The director provides each week via email and includes some audio and video messages
- Staffing and P/VP placement meetings in April and May

Board of Trustees

- Trustee Information Sessions: Trustees participated in seven (7) sessions, led by the director of education, in order to receive updates, both provincial and local, and were provided an opportunity for questions

- Minister of Education Teleconferences: Board chair and director of education participated in several sessions with Minister Lecce for updates and a question and answer session
- Board and committee meetings resumed as of May 19, 2020

Communications & Public Relations

- Provided key messages, issued notes and related resources for both internal and external audiences on COVID-19 planning and mitigation
- Community/Parent/Website Updates: Maintained up to date website, wrote several parent letters, FAQs, coordinated Learn from Home updates, responded to parent/community questions
- Media/Social Media: Regular social media posts, pitched success stories to media, coordinated media interviews, responded to media inquiries for facts and information
- Graduation/End of Year/Summer Learning Support: Graphic design and printing coordination of elementary and secondary items: certificates, lawn signs, banners, pennants, magnets, invitations, website graphics, posters
- COVID-19 Signage, graphics and information for schools and administrative sites

Continuation of Learning

DSBN transitioned the entire system supporting 38,000 students to teacher led online learning.

Elementary

- Learn from Home resources and activities are updated weekly for families on the DSBN website which include screen, no screen time and extension activities connected to the curriculum by grade and subject and reinforce home/school connections. Indigenous resources and IT tutorials are available to students and parents
- A resource document was provided to educators which includes scheduling and planning options for teachers along with tutorials and guidelines to address the minimum time per grade/division per week
- The SWIS team worked with ESL itinerants and principals to connect and support ELL families with Learn from Home
- EarlyOn Centres – our sites are regularly connecting with families, posting and engaging ‘at home activities’ for parents and families

Secondary

- Message sent to students and families from school principals regarding secondary continuation of learning
- Messages sent to all potential graduates assuring them that they will graduate and be able to attend post-secondary
- DSBN online Homework Help was expanded to include grade 9-12 math, science and ESL
- Online resources for students are posted on DSBN website
- Over 260 musical instruments were distributed to students taking music this semester

Curriculum Support Services

- Professional development sessions offered to educators to support their learning from home as well as planning supports for students and include makers and science, physical education, library/media, Indigenous studies, social studies, history, geography, French core and French immersion, arts, IT4 learning, kindergarten and early childhood
- Several online resources were developed for educators that include IT4L tutorials, math, physical education, literacy and kindergarten
- The Indigenous team provided PD for educators and ensured connections were made with the Friendship Centres and families
- Professional learning sessions were offered for all secondary subject areas as well as eLearning training and the adolescent reading AQ

Information Technology

- Over 5000 devices were provided to students
- Wifi was provided to over 1000 families in need
- Provide ongoing PD for staff
- Helpdesk “Work from Home” tile – resources to support all staff working remotely
- Microsoft Teams
 - Deployed Teams for system collaboration
- Google Meet and D2L
 - Enabled for teachers to collaborate with their students within Google Classroom
- COVID self-assessment declaration on staff portal
- ITS Helpdesk received over 6375 requests since March 13th, and closed over 6005 service tickets

Elementary End of Year Processes

Staff Access to School

- School staff were permitted access to their own school site beginning the week of June 1st
- A detailed guideline which included, a sign- up schedule, link to COVID-19 Self-Assessment and Public Health requirements was shared with staff before the process began
- DSBN staff accessed their classroom and resources for short periods of time to enhance the continuity of learning for their students, to gather personal belongings, and to complete year-end routines

Student Access to School

- Students left personal belongings at school and were provided an opportunity, with their parents, to gather them from desks, lockers/coat racks
- A schedule was created to accommodate families in order to gather their children’s belongings in one visit. For those unable to make arrangements, principals worked with families and looked at alternative solutions
- Guidelines for this process were endorsed by Public Health and provided to principals. This included the requirement to complete the Ontario COVID-19 Self- Assessment and reminders related to Public Health guidelines

Elementary School Community Connections

- Virtual spirit days, encouraging staff videos and regular principal messages were ways in which elementary schools stayed connected to their school community during this time. Many schools mailed monthly assembly awards to students while others arranged school wide virtual track and field events
- Learning from home and student voice/participation was celebrated through out this time as well
- School twitter pages celebrated student learning and families were encouraged to post and contribute their success stories

Grade 8 Retrieval of Graduation Material

- We recognize that students and families have a deep attachment to their elementary schools. This connection is greatest in our graduating students, many of whom have attended the school for up to 10 years
- Our grade 8 students were provided an opportunity to receive a graduation package, with their parents, as an acknowledgement of their accomplishments and as closure to their elementary years

Final Report Cards

- The Ministry announced their guidelines with respect to final Provincial Report Card/Kindergarten Communication of Learning for June 2020
- The need for boards to demonstrate flexibility and understanding given the unexpected school closures due to COVID-19 is important as it is not 'business as usual'

Secondary End of Year Processes

Graduates

- Regular communications to graduates throughout closure to update them on community involvement hours, literacy requirement, eLearning, co-op, mid term report cards, SHSMs, dual credits, OCAS and OUAC submissions
- All secondary graduations rescheduled to fall and proms cancelled
- Common recognition plan for graduates in all secondary schools
- School based virtual recognition event on the original graduation date
- Distribution of transcripts, report cards, scholarship/bursary cheques, caps and gowns etc. to students on June 25-June 30
- Secondary graduate photos, for those who did not yet have them completed, arranged at photographer studios

Distribution of Learning Materials to Secondary Students

- Over 1570 devices, Chromebooks and SEA devices, distributed to families at school sites with some delivered directly to families by principals and vice principals
- Over 260 musical instruments were distributed to students

Secondary Assessment, Evaluation and Reporting

- Ongoing communications to teachers, students and parents regarding assessment, evaluation and reporting
- Mid semester marks submitted for all courses being completed by graduates, no report card issued, marks communicated to students and marks uploaded to OCAS/OUAC
- Examinations were cancelled for June 2020 and replaced with culminating activities
- Final reporting timelines and processes were developed including printing and mailing grade 9-11 report cards and distributing grade 12 report cards and transcripts to grade 12 students

Secondary Collection of Student Belongings

- Secondary students were able to retrieve belongings in the first two weeks of June

Return of DSBN Items Loaned to Students

- Collection of all loaned items for graduates June 25-30
- Collection of loaned musical instruments June 22-24

Limited Staff Access to Buildings

- Limited access to schools to gather learning materials - March 30
- Limited access to classrooms for instructional purposes May 26/28, June 2, 4 9 and 11
- End of year limited access June 22, 23 and 24

Student Senate and Trustee Elections

- Student Senate meeting from April 14 to April 30 to accommodate virtual student trustee elections
- Indigenous Symposium held May 12 and 13 facilitated by Six Nations elder Tehahenteh Miller, using consensus to select new Indigenous student trustee
- Both student trustees being introduced at June board meeting

Secondary Trips, Athletics and Student Activities and Events

- School trips cancelled for rest of year through until the end of August

- OFSAA, SOSSA, NRHSAA spring sport championships and festivals cancelled
- All secondary student events cancelled for the rest of the year
- Existing events were adjusted into online events including: Music Monday, DSBN Technology Skills Celebration, Excellence in Education and the Graduate Art Show
- New online events occurred including DSBN Art @Home Art show for grade 9-12 students, DSBN Film Festival and DSBN Reads
- Schools hosted a variety of online events and celebrations for students including athletic recognitions, student assemblies etc

Special Education/Mental Health & Well-Being End of Year

The Special Education and Mental Health & Well-Being Team are proud to have provided professional learning, teaching resources, and wrap around support during this challenging time.

Special Education System Support Team

- Have managed the overall needs for special education students including: moves and transitions, environmental assessments, assistive technology and equipment, transportation, and accessibility
- Have provided special education newsletters and key messaging to support staff
- Virtual professional learning was developed in collaboration with central special education staff and provided for all staffing groups across the system. Learning focused on supporting learn from home/online learning, alternative reporting, IEP online program, preparing for student needs, and developing further skills to support students

Mental Health & Well-Being Support Team

- Actively engaged with our community agencies to ensure there is wrap around support for students and families experiencing stress, anxiety and mental health difficulties in the home
- Team members continue to support tragic event responses, process new referrals and provide intervention, conduct mental health check-ins with students/families, link students/families to community programs and/or DSBN Summer Programming, participate in in-school team meetings, support transition meetings for students entering grade 9, maintain records in the electronic database and provide mental health PD and resources to staff
- Staff have developed many resources and lesson plans to support teachers in the learn from home/online learning programs
- Staff provide wellness support to student/families and encourage engagement in the learn from home/online learning program

Summer Learning

K-6 Synchronous and Asynchronous

- Virtual summer program for students from Year 2 Kindergarten to Grade 6
- The program will have a focus on math and literacy each day with additional options including: community building, guided reading support using Levelled Literacy Intervention materials, Multi-language learner support for our newcomers, Indigenous perspectives, Physical Education, STEAM opportunities and a specialized app camp through iHUB
- Educators will have synchronous components as well as screen and non-screen activities that students can work through with lots of opportunities for small group, one on one support and parent conferencing throughout the summer

Secondary

- Expansion of eLearning into two sessions - July and August
- eLearning offerings including new courses
- Reach ahead eLearning credits for grade 7 and 8 students

- Super in 7, Great in 8 and Levelled Literacy Intervention
- Upgrade courses offered

Special Education

- Offering a number of programs developed to support students with special education needs specifically
- Many programs will focus on social skills, peer relationships and supporting students in their transition to learning in the Fall of 2020
- Special education programs are available for students grade 1 – 12 with a variety of different learning needs
- Staff have worked closely with two of our community partners, LEARNStyle and Bethesda, who will be working with us to offer differentiated learning opportunities in programs such as, Introduction to Coding for students with Autism, Finding Your Superpowers as an assistive technology user, as well, a transition support program for students with Autism transitioning to secondary school in the fall
- There are a variety of different educators that will participate in the programming and delivery; ABA facilitators, educational assistants, special education teachers and employees of our community partners

Mental Health & Well-Being Summer Services

- Three Summer Learning Programs will be offered to students entering Grades 1 to 12
 - two programs are high-quality, evidence-based Social-Emotional Learning curricula
 - (1-12) curriculum promotes resilience through teaching students everyday skills to overcome problems or challenges in positive ways, such as understanding emotions, problem solving, and anger management
 - (1-8) curriculum is based on the principles of mindfulness meditation, where students learn to focus their attention and self-regulate while developing a positive mindset
 - one program targeted specifically to students transitioning to Grade 9 who were absent for 50 or more days prior to March Break, taught by a social worker and a youth counsellor
- In addition to connecting students and families with community services over the summer, the social work team will operate a Summer Wellness Line. This phone service will be available Monday to Friday during business hours, for any DSBN parent or student age 16 and older. This may be particularly helpful for assistance with coping with COVID-19-related distress and for ideas and supports around preparing to transition back to school. Callers in crisis will be directed to appropriate 24/7 crisis phone lines

Human Resources

- Employee Family Assistance Program services provided to all employees and their immediate family members
- FAQ created for administrators and managers to address common COVID-19 questions asked by staff
- Local bargaining has resumed with only OSSTF and occasional teachers remaining outstanding
- Working from home strategies and tips for staff were shared which include ergonomics set up
- Computer technology was deployed to staff in order to work from home
- DSBN and all union groups have come together during this pandemic to support a voluntary redeployment framework to help address staffing shortages in other sectors such as hospitals, long-term care homes, retirement homes and other residential congregate care settings. Employees have the opportunity to volunteer through an online provincial portal to self-identify skills/abilities, geographic location and availability

- In collaboration with Public Health, prepared comprehensive Health and Safety protocols and training for all staff

Business Services (Community Partnerships, Facilities Capital Projects, Maintenance and Operations, Finance, Payroll, Planning, Purchasing)

- All business services staff transitioned to working from home
- Payroll is completely performed offsite and there was no interruption of service for pay periods during the closure
- Successfully completed all required Ministry reporting for March stub period from home and an external audit was performed using only electronic processes
- Successfully implemented an online expense reimbursement process for staff
- Vendors were contacted to ensure receipt of invoices electronically and all have been paid
- Request for Proposals and vendor evaluations transitioned to be completely online
- Staff continue to work with vendors to ensure successful ordering and delivery of furniture and equipment during the closure and source additional vendors to supply PPE and cleaning products
- Community Partnership's consulted with the Region to develop protocols for daycare operators as they transitioned back to opening
- Member of the Niagara Region Emergency Management Stakeholder Group and staff participate weekly in discussions
- COVID-19 protocol and precaution guidelines were created and implemented for maintenance and property services staff performing emergency and priority calls
- Construction projects continued for the majority of the closure. Staff put protocols in place including the implementation of a COVID-19 self-assessment sign-off for all contractors
- Playground and athletic field gates were locked, 100 additional locks were purchased, and signage installed re: closure, temporary fencing was installed on some school properties
- As part of the Provincial phase one re-opening – custodians, properties services and maintenance staff returned to work on June 1
- In order for staff and visitors to be permitted access to DSBN facilities, a COVID-19 on-line self-assessment document and return to work protocols were implemented
- Cleaning protocols for return to school have been developed
- Administrative buildings have all received COVID-19 signage and physical distancing markings and the process has begun for all schools to be ready for September

DSBN Cares/Niagara Nutrition Partners (NNP)

- DSBN Cares initiative was established in response to the many DSBN employees and Board members who expressed a desire to offer financial support to DSBN students and families in need and struggling due to the impact of COVID-19
- DSBN Cares: \$100,000 in emergency funds have been raised to date; Walmart or local grocery store gift cards have been delivered to hundreds of DSBN families in need based on referrals from school principals
- With the generous contributions remaining a program to support the purchase of back to school personal school supplies is being established
- As hundreds of DSBN students rely on the nutrition programs offered at their schools, it was important to ensure that school closures did not interrupt student access to nutritious food
- Through DSBN's partnership with Niagara Nutrition Partners: over 1500 grocery cards have been delivered to DSBN families in need. In addition, DSBN donated \$3,000 to NNP which was the sponsorship for the NNP Breakfast Gala, cancelled due to COVID-19. NNP used these funds to purchase additional gift cards for DSBN families

- DSBN and Niagara Nutrition Partners will meet in August to re-evaluate the situation and have committed to continuing to work together to support our students

Niagara Health System

- DSBN contributed \$50,000 to support Niagara health care workers. Proceeds raised are from the DSBN International Concussion Summits
- \$40,000 of DSBN personal protective equipment, including gloves, N95 masks, sanitizer and other items was donated to Niagara Health System

School Re-Opening Planning:

The senior leadership team continues to develop September 2020 school re-opening plans based on Ministry of Education guidelines.

Director Hoshizaki is a member of the Ministry's Provincial Working Group for School Re-opening and participates in regular meetings.

Recommended Motion:

"That the 2019-2020 DSBN End of Year /Summer Learning Plan 2020 report dated June 22, 2020 be received."

Respectfully submitted,
Warren Hoshizaki
Director of Education
June 22, 2020

For further information, please contact Warren Hoshizaki, Director of Education.



DISTRICT SCHOOL BOARD OF NIAGARA

191 CARLTON ST. ■ ST. CATHARINES, ON ■ L2R 7P4 ■ 905-641-1550 ■ DSBN.ORG

June 5, 2020

The Honourable Stephen Lecce
Minister of Education
Government of Ontario

Dear Minister Lecce,

On behalf of the District School Board of Niagara, I urge the Ministry of Education to provide the funds school boards need to help offset additional operating costs incurred during the unprecedented closure of schools due to COVID-19.

School closures required school boards to convert a classroom delivery model of education to an online, digital platform to ensure continuation of learning for students.

To ensure an equitable education for all of our students, we overcame the challenges of access to technology and the internet by providing devices and Wi-Fi services to students and their families who required this level of support. The need was great; we distributed over 5,000 Chromebook computers, and purchased internet service for over 700 families across our school board. We will continue to support our students and families with access to technology and access to the internet until we are ready to return to the classroom. We believe it is imperative that students stay connected with their school communities and have access to the full educational experience.

The burden of additional costs to the DSBN has not been limited to technology and internet access. We have purchased PPE, sanitizer, and cleaning supplies beyond the typical requirements of our system to keep students and staff safe. We used these supplies to clean our schools, to protect students and staff when distributing technology, and are currently using these items during student and parent retrieval of belongings at our schools.

Recovering from the devastating financial impact of COVID-19 is projected to last for several years. We have carried the burden of unprecedented operating costs since schools closed in March 2020. We request that the Ministry of Education reimburse school boards for COVID-19 related expenses incurred during the 2019/2020 school year and if those financial impacts continue, into the 2020/2021 school year as well.

Relief from this financial burden will help us to ensure that our students and staff have the proper supports to be successful during this very difficult time.

Sincerely,

A handwritten signature in black ink, which appears to read 'Sue Barnett'.

Sue Barnett
Chair

cc. DSBN Board of Trustees

Board of Trustees – Committee Assignments

September 1, 2020 – November 30, 2022

Statutory Committees

Committee	Meeting Date	Trustees
Special Education Advisory Committee (SEAC) <i>*Trustees serve for 4 years</i>	Meets on the 2 nd Thursday of each month at 6:00 pm	Alex Bradnam Shannon Mitchell Elizabeth Klassen (Alternate) Doug Newton (Alternate)
Supervised Alternative Learning Committee (SAL)	Meets during the first week of each month at 1:00 pm	Lora Campbell
Student Discipline Committee	Meets twice per month in the afternoon as required	Alex Bradnam Elizabeth Klassen Kevin Maves Sue Barnett (Alternate) Dave Schaubel (Alternate)
Audit Committee	Meets a minimum of 3 times per year at the call of the Chair	Kate Baggott Sue Barnett Jonathan Fast

Standing Committees

Committee	Meeting Date	Trustees
Program and Planning Committee	Meets on the 1 st Tuesday of each month at 6:00 pm	Nancy Beamer Jonathan Fast Kevin Maves Shannon Mitchell Dave Schaubel
Policy Committee	Meets on the 3 rd Tuesday, approximately 3 times per year or as required at 5:30 pm	Kate Baggott Alex Bradnam Elizabeth Klassen Shannon Mitchell Doug Newton
Finance Committee	Meets on the 3 rd Wednesday of each month at 6:00 pm	Sue Barnett Lora Campbell Jonathan Fast Kevin Maves
Parent Involvement Committee (PIC)	Meets on the 1 st Wednesday, a minimum of 4 times per year at 5:30 pm	Nancy Beamer Doug Newton
Student Trustee Senate	Meetings typically in September, October, December, February, April and May at 6:00 pm – day determined by the Senate	Nancy Beamer Dave Schaubel
Code of Conduct Investigation Committee <i>*Trustees serve for 4 years</i>	Meets as required	Chair Vice-Chair Kate Baggott Lora Campbell

***Ad Hoc Strategic Plan Advisory Committee:** Sue Barnett, Alex Bradnam, Elizabeth Klassen (C), Kevin Maves, Dave Schaubel, Student Trustees