

TUESDAY, NOVEMBER 24, 2020

Public Session: 7:00 pm – Virtual Meeting

## AGENDA

### 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

Motion to Move to Committee of the Whole (Private Session)

Motion to Return to Open Board (Public Session)

### C. SINGING OF 'O CANADA'

Ross Public School Choir will perform O'Canada via video

### D. REFLECTIVE READING

By Student Trustees Keelee Hollowell, Salony Sharma and Karina Tavernese

### E. BUSINESS OF THE BOARD

#### 1. Adoption of the Agenda

**Recommended Motion:** "That the Agenda be adopted."

#### 2. Approval of Board Minutes

**Pages 6-14**

**Recommended Motions:**

"That the Minutes of the Regular Meeting of the District School Board of Niagara dated October 27, 2020 be confirmed as submitted."

#### 3. Business Arising from the Minutes

**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 – Page 15](#)

**2. Educational Showcases**

[W. Hoshizaki](#)

- a) Prime Minister’s Award to Reaching Excellence: Leonard Aylward, Recipient
- b) Student Voice: AN Myer SS Student Advisory Team

**G. STUDENT ACHIEVEMENT REPORT**

**H. DELEGATIONS**

**I. BOARD RECESS (OPTIONAL)**

**J. OLD BUSINESS**

**1. ACCOUNTS**

[S. Veld – Page 16](#)

**Recommended Motion:**

“That the Summary of Accounts paid for the month of October 2020, totaling \$20, 890,049.93 be received.”

**2. Report of the Parent Involvement Committee**

[N. Beamer/D. Newton – Pages 17-18](#)

**Recommended Motion:**

“That the report of the Parent Involvement Committee dated November 4, 2020 be received.”

**3. Report of the Supervised Alternative Learning Committee**

[L. Campbell – Page 19](#)

**Recommended Motion:**

“That the report of the Supervised Alternative Learning Committee dated November 11, 2020 be received.”

**4. Report of the Finance Committee**

**K. Maves – Pages 20-30**

**Recommended Motions:**

“That the report of the Finance Committee dated November 11, 2020 be received.”

“That the annual International Education Financial Report be received at the time of first interim reporting, and that the projected net surplus be available to fund one-time costs associated with DSBN strategic initiatives within the same fiscal year.”

“That the Board of Trustees receive this report; and that if the DSBN is eligible for EDCs, staff bring a report to Trustees for their consideration to initiate the EDCs process.”

“That the Annual Report on Board Investments, as at August 31, 2020, be received.”

“That the Schedule of Accumulated Surplus for the year ended August 31, 2020, be approved.”

**5. Report of the Special Education Advisory Committee**

**A. Bradnam/S. Mitchell – Pages 31-33**

**Recommended Motion:**

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

**6. Report of the Audit Committee**

**J. Fast – Pages 34-36**

**Recommended Motions:**

“That the report of the Audit Committee dated November 16, 2020 be received.”

“That the 2019-20 Annual Report of the Audit Committee be approved for submission to the Ministry of Education.”

**7. Report of the Policy Committee**

**A. Bradnam – Pages 37-69**

**Recommended Motions:**

“That the report of the Policy Committee dated November 17, 2020 be received.”

“That Policy I-03: Policy Generating Process be approved as amended and adopted.”

That Policy E-03: Health and Safety be approved as received and adopted.”

“That Policy E-10: Staff Development be approved as received and adopted.”

“That Policy E-15: Workplace Violence and Harassment Prevention be approved as amended and adopted.”

“That Policy D-10: Outdoor Education be approved as amended and adopted.”

“That Policy G-28: Student Discipline be approved as amended and approved.”

**8. Report of the Student Trustee Senate**

**K. Hollowell/S. Sharma/K. Tavernese – Pages 70-71**

**Recommended Motion:**

“That the report of the Student Trustee Senate dated November 17, 2020 be received.”

**9. Report of the Equity and Inclusion Trustee Advisory Committee**

**S. Mitchell – Pages 72-82**

**Recommended Motions:**

“That the report of the Equity and Inclusion Trustee Advisory Committee dated November 18, 2020 be received.”

“That the Equity and Inclusion Trustee Advisory Committee Terms of Reference be approved.”

“That the DSBN Equity Advisory Committee Terms of Reference be approved.”

**K. QUESTIONS ASKED OF AND BY BOARD MEMBERS**

**L. NEW BUSINESS**

**1. Organization Meeting of the Board**

**S. Barnett**

**Recommended Motion:**

“That for the Organization Meeting of the Board of Trustees on December 1, 2020, the nomination period described in Board By-law F-6(ii) be suspended and replaced with a requirement that nominations shall be submitted to the Secretary of the Board from Wednesday, November 25, 2020 until 12:00 noon on Friday, November 27, 2020.”

**M. INFORMATION AND PROPOSALS**

1. **Staff Reports**
2. **Trustee Information Session**
3. **Correspondence and Communications**
4. **Trustee Communications and School Liaison**
5. **Ontario Public School Boards' Association Report**
6. **Future Meetings**

[Page 83](#)

The December 2020 calendar is attached.

**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 November 24, 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."

## BOARD MEETING MINUTES

TUESDAY, OCTOBER 27, 2020

Private Session: 6:15 p.m. – 6:35 p.m. | Public Session: 7:00 p.m. – 7:39 p.m. (Virtual Meetings)

### ATTENDANCE

#### Board

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

#### Student Trustees

Salony Sharma and Karina Tavernese

#### Officials

Warren Hoshizaki (Director of Education), Lora Courtois, John Dickson, Mary Anne Gage, Helen McGregor, Simon Hancox, Marian Reimer Friesen, Kelly Pisek, Leanne Smith, Michael St. John, Stacy Veld, Jennifer Feren, Kim Sweeney, Karen Bellamy, Cheryl Morgan

#### Regrets

Keelee Hollowell

#### Recording Secretary

Christina Dero

#### Technical Support

Wendy Coit and Darlene Duncan

### 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.

## COMMENCEMENT OF THE MEETING OF THE BOARD - CONTINUED

### 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.

Chair Barnett noted the absence of Student Trustee Hollowell.

### 3. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

## B. COMMITTEE OF THE WHOLE (PRIVATE SESSION)

Moved by Nancy Beamer

Seconded by Shannon Mitchell

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

**CARRIED**

Moved by Kate Baggott

Seconded by Shannon Mitchell

“That the Board return to Open meeting.”

**CARRIED**

The Board returned to open meeting at 6:35 p.m.

## C. SINGING OF ‘O CANADA’

“The Board stood as ‘*O Canada*’ was performed by the Applewood Public School choir, via video.

## D. REFLECTIVE READING

Trustee Klassen shared a reflective reading.

## E. BUSINESS OF THE BOARD

### 1. Adoption of the Agenda

Moved by Doug Newton

Seconded by Elizabeth Klassen

“That the Agenda be adopted.”

**CARRIED**

### 2. Approval of Board Minutes

Moved by Dave Schaubel

Seconded by Nancy Beamer

“That the Minutes of the Regular Meeting of the District School Board of Niagara dated September 22, 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 Dave Schaubel

Seconded by Shannon Mitchell

“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) Mary Vanderveen, Lunch Room Supervisor, Crossroads Public School

Via video, Director Hoshizaki recognized Mary Vanderveen for her impact on students, her positive nature, and her giving spirit during her 26 years of giving to the DSBN.

Director Hoshizaki presented Mary Vanderveen with a token of the Board's appreciation for her extraordinary contributions.

### 2. Educational Showcases

There were no educational showcases.

## G. STUDENT ACHIEVEMENT REPORTS

There were no student achievement reports.

## H. DELEGATIONS

There were no delegations.

## I. BOARD RECESS

There was no Board recess.

## J. OLD BUSINESS

### 1. Accounts

**Moved by Kevin Maves**

**Seconded by Jonathan Fast**

"That the Summary of Accounts paid for the months of August and September 2020, totaling \$33,922,052.22 be received."

**CARRIED**

## OLD BUSINESS – CONTINUED

### 2. Report of the Parent Involvement Committee

Moved by Nancy Beamer

Seconded by Doug Newton

“That the report of the Parent Involvement Committee dated October 7, 2020 be received.”

**CARRIED**

Trustee Newton provided a summary of the Parent Involvement Committee (PIC) meeting which included an overview the enhanced protocols for students return-to-school, DSBN Virtual School, and the proactive visits by Public Health to schools. The PIC Conference will not take place this year because of COVID restrictions, but the committee is looking at ways to support the community virtually.

### 3. Report of the Special Education Advisory Committee

Moved by Alex Bradnam

Seconded by Shannon Mitchell

“That the report of the Special Education Advisory Committee dated October 8, 2020 be received.”

**CARRIED**

Trustee Mitchell provided a summary of the Special Education Advisory Committee meeting, which included a Student Voice presentation via video, discussions about the supports available at DSBN Virtual School for students with special needs, and an update about Special Education supports.

### 4. Report of the Supervised Alternative Learning Committee

Moved by Lora Campbell

Seconded by Kate Baggott

“That the report of the Supervised Alternative Learning Committee dated October 14, 2020 be received.”

**CARRIED**

## OLD BUSINESS – CONTINUED

### Report of the Supervised Alternative Learning Committee

Trustee Campbell reported that the committee heard and approved a total of five cases. The committee also reviewed the progress of current SAL cases. There are fourteen cases currently active and compliant with their SAL plans and one case has been terminated this year.

### 5. Report of the Student Trustee Senate

Moved by Salony Sharma

Seconded by Karina Tavernese

“That the report of the Student Trustee Senate dated September 22, 2020 be received.”

“That the report of the Student Trustee Senate dated October 20, 2020 be received.”

**CARRIED**

Student Trustee Tavernese reported that the Student Trustee Senate has launched an Instagram account to help promote communications. Student Trustee Tavernese also provided a summary of the September 22, 2020 Student Trustee Senate meeting and the recent OSTA-AECO meeting.

Student Trustee Sharma provided an overview of the October 20, 2020 Student Trustee Senate meeting, which included discussions about conducting school raffle fundraisers online. Funds raised will support DSBN students.

## K. QUESTIONS ASKED OF AND BY BOARD MEMBERS

Chair Barnett informed trustees about the creation of an Ad Hoc Equity and Inclusion Advisory Committee, with membership of up to five trustees, if there is enough interest.

Trustee Mitchell was asked to Chair the committee and she accepted.

Chair Barnett asked trustees to send her or Trustee Mitchell an expression of interest by email if they are interested in sitting on the advisory committee.

Chair Barnett added that this committee will advise the system’s equity working committee on issues related to equity, inclusion and diversity led by Superintendent Kelly Pisek.

## **QUESTIONS ASKED OF AND BY BOARD MEMBERS – CONTINUED**

Senior staff answered questions from trustees:

- Student trustees can take part in the Ad Hoc Equity and Inclusion Advisory Committee, provide input, and cast non-binding votes
- The final number of DSBN students returning to in-class learning in November is unknown because the deadline to submit intention is today, but as of now, over 500 students will be returning to in-class learning
- If students are having technical problems with online learning, parents are asked to contact the Virtual School Principal or access the help desk
- DSBNs Annual Budget book was issued based on the original budget submission, and the additional use of 1% of accumulated surplus that was later approved by trustees will be reflected in revised estimates
- DSBN has worked with Public Health regarding mask guidelines at the Education Centre. Staff working within their own space where social distancing is possible are not required to wear masks. If the public is coming into the building, they are asked to wear a mask and to meet staff in designated areas.

## **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**

Chair Barnett noted that she and Director Hoshizaki have been asked to take part in a teleconference with the Minister of Education this week.

## INFORMATION AND PROPOSALS – CONTINUED

### Correspondence and Communication

Chair Barnett advised that she attends a weekly meeting with the Minister of Education and school board chairs from around the province and Director Hoshizaki does the same with Directors of Education.

Recently, Parliamentary Assistant to the Minister of Education, Sam Oosterhoff announced the funding for two new additions to DSBN schools.

### 4. Trustee Communications and School Liaison

- a) Trustee Bradnam reported that Eden High School's Spiritual Life Centre will be holding a virtual fundraising banquet on November 20, 2020. Tickets can be purchased from Spiritual Life Director, John Bryan for \$15.

### 5. Ontario Public School Boards' Association (OPSBA) Report

Trustee Baggott reported that during the OPSBA's AGM Meeting, she supported a motion to start a political action note in requesting that the government return any accumulated surplus funds used by some boards to help fund COVID 19 related expenses, such as lower class sizes. DSBN is one of only a few school boards that have an accumulated surplus funds.

Information published by the Ontario Public School Boards' Association is available at [www.opsba.org](http://www.opsba.org).

### 6. Future Meetings

The calendar of November 2020 meetings was provided.

## N. RATIFICATION OF BUSINESS CONDUCTED IN THIS REGULAR MEETING

**Moved by Kate Baggott**

**Seconded by Shannon Mitchell**

"That the business transacted by the Board of Trustees at its meeting held on October 27, 2020 be now ratified by the Board."

**RATIFICATION OF BUSINESS CONDUCTED IN THIS REGULAR MEETING – CONTINUED**

“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 Shannon Mitchell**

**Seconded by Nancy Beamer**

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

**CARRIED**

The meeting adjourned at 7:39 p.m.

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**SUE BARNETT**  
Chair

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**WARREN HOSHIZAKI**  
Director of Education and Secretary

**November 24, 2020 Board Meeting  
Director's Update to Trustees**

**Director's Report**

**Local**

**Student Activism and Leadership**

During "Secret Path" week in October, the grade eight Virtual School 1 class learned about the history of Residential Schools through the story of Chanie Wenjack and launched a "ReconciliACTION" by participating in the #walkforwenjack. The team of student activists in the class took on the task of writing a press release and compiling photos of some of the students who participated. All together, students and teachers were able to walk approximately 470km! Not only did they walk for Chanie Wenjack, they were also able to raise over \$600 for the Gord Downie and Chanie Wenjack Fund.

Thanks to this group of online students for taking the initiative to organize themselves, family members and other students to "walk separately together" in an effort to raise awareness and funds for this important Canadian issue.



**Remembrance Day 2020 at Dalewood French Immersion Public School**

In celebration of Remembrance Day and to honour those who have served and sacrificed their lives for Canada, a Dalewood Public School student arranged to have a family member, who is in the Air Force, do a fly by in multiple locations including the area around the school, at the low height of 500 ft. The aircraft, a 1xCC-130J Super Hercules from the 436 (T) squadron, is based at 8 wing Trenton.

As many Remembrance Day ceremonies were limited or virtual this year, the flight was a reminder for us to reflect on the importance of those who have given their lives for our freedom. Thanks to everyone involved in this special event.

DISTRICT SCHOOL BOARD OF NIAGARA

# SUMMARY OF ACCOUNTS

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**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 month of October 2020, is as follows.

Employee Benefits	\$ 11,034,266.19
Transportation	\$ 2,892,215.90
Utilities	\$ 475,453.92
Other	\$ 6,488,113.92
Total	<b><u>\$ 20,890,049.93</u></b>

**Recommended Motion:**

**“That the Summary of Accounts paid for the month of October 2020, totaling \$20,890,049.93 be received.”**

Respectfully submitted,

Stacy Veld  
Superintendent of Business Services

Board Meeting of November 24, 2020

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





## PARENT INVOLVEMENT COMMITTEE

Wednesday, November 04, 2020  
5:30 p.m. – TEAMS virtual meeting  
Chair: Lisa Mooney

### MINUTES

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PRESENT: Lisa Mooney, Joy Janzen, Kelly McNeil, Melissa Lofquist, Pauline Dawson, Stacia Heaton, Susan Jovanovic  
SUPERINTENDENT: Simon Hancox  
TRUSTEES: Nancy Beamer, Doug Newton  
ADMINISTRATION: Fred Louws, Tracy Leemet  
RECORDING SECRETARY: Elisha von Wuthenau

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#### **WELCOME**

Meeting was called to order. Superintendent Hancox welcomed everyone and read the Land Acknowledgement.

#### **APPROVAL OF NEW MEMBER**

New Member vote was moved to the next meeting, December 02, 2020.

#### **CO CHAIR NOMINATION**

Chair, Lisa Mooney asked all members to consider the opportunity of co-chairing the committee. At this time, no one volunteered.

#### **ADOPTION OF AGENDA**

Moved by Joy Janzen

Seconded by Melissa Lofquist

“That the Agenda be adopted.”

CARRIED

#### **BUSINESS ARISING FROM THE MINUTES**

none

#### **SUPERINTENDENT’S REPORT**

Superintendent shared the following:

- Over 700 students are expected to return to in-person learning. Students will start back in schools on Tuesday, November 17<sup>th</sup>.
- The DSBN Living and Adventure Campuses have opened, adhering to enhanced Covid safety protocols. Schools are now able to book a time for one class at a time to visit the outdoor education locations. SHSM Dig It Horticulture students from Westlane Secondary have been working on the gardens and landscaping at the Living Campus. The SHSM Regional Construction students have recently completed their work on building new boardwalks at the Adventure Campus.

## **CHAIR'S REPORT**

Lisa Mooney shared the following:

- The School Council Chair virtual event is scheduled for Wednesday, November 18, 2020. 41 participants have registered, to date. A reminder to register will be emailed the week prior.
- People for Education is hosting a virtual conference for 3 days Nov 16-18. This conference will focus on intergenerational discussions and consultations on equity, rights, and anti-Black racism; sessions to build capacity to work across sectors; and examinations of what the future holds and what that means for education.

## **TRUSTEE UPDATE**

Trustee Doug Newton shared the following:

- The DSBN has received approximately 12.5 million dollars, in government funding for renovations to Smith School in Grimsby, for additional classrooms to replace 5 portables and daycare space and Peace Bridge Elementary School in Fort Erie will renovate to provide additional classrooms.

## **NEW BUSINESS**

To continue plans and discussions regarding the PIC Virtual Speaker Series, Chair Lisa Moon introduced Dr. Amanda Sherman, Mental Health Lead for the DSBN, to discuss the proposal of Ann Murray's virtual presentation, *Taking Care of YOU! Workshop*, in December. The cost is \$500 for up to 500 participants.

The committee voted to have Anne Murray as a presenter.

CARRIED

Chair Lisa Mooney and Superintendent Hancox also presented another potential speaker, Ann Douglas. She is a bestselling parenting author and the weekend parenting columnist for CBC Radio. Ann Douglas has offered to do a presentation entitled Parenting in a Pandemic. Ann's presentation will cost \$2000.00.

The committee also discussed providing Ann's newest book, *Happy Parents Happy Kids* to all participants.

The committee voted to have Anne Douglas as a presenter and provide the book.

CARRIED

## **ADJOURNMENT**

Moved by Joy Janzen

Seconded by Stacia Heaton

"That the Parent Involvement Committee meeting adjourn."

CARRIED

Meeting adjourned at 6:45p.m.

Next meeting – December 02, 2020

Location – TEAMS virtual meeting



## SUPERVISED ALTERNATIVE LEARNING (S.A.L.) COMMITTEE

Wednesday, November 11, 2020  
MS Teams

### MINUTES

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Members: Lora Campbell, Trustee  
Caroline Graham, John Howard Society of Niagara  
Andrea Jagoe-Lynett, Student Achievement Leader, Student Success  
Tracy Sacco, Student Achievement Leader, Alternative Education  
Leanne Smith, Superintendent of Education, Secondary

Resources: Melinda Dackiw, SAL Secretary  
Nadia LaSelva, Attendance Counsellor  
Nichola Lee, Administrative Assistant to the Superintendent

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Student Achievement Leader Andrea Jagoe-Lynett called the meeting to order at 2:00 pm.

There were no new SAL cases brought forward to the November SAL Committee meeting. Students are pursuing options that keep them connected to regular programming in school.

The Committee reviewed the progress of current students participating in the SAL program. There are eleven (11) students currently active and compliant with their SAL plans. Three (3) students have returned to full time learning at their respective secondary schools since the October meeting.



## FINANCE COMMITTEE

### MINUTES OF MEETING

Wednesday, November 11, 2020  
5:30 p.m.

Virtual – Microsoft Teams

Present:

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

**Administration:** Stacy Veld, Superintendent of Business Services and Treasurer  
Warren Hoshizaki, Director of Education  
Simon Hancox, Superintendent of Education  
Nicky Westlake, Controller of Finance

**Trustee Guests:** Alex Bradnam, Elizabeth Klassen

**Student Trustee:** Keelee Holloway

**Recording Secretary:** Terri Cook, Business Assistant

#### **CALL TO ORDER AND WELCOME**

Chair Kevin Maves called the meeting to order at 5:30 p.m.

#### **APPROVAL OF THE AGENDA**

Following review of the agenda, it was

Moved by: Jonathan Fast

Seconded by: Sue Barnett

**“That the agenda be approved as presented.”**

CARRIED

#### **INTERNATIONAL EDUCATION SURPLUS PROCESS**

Superintendent of Business Services, Stacy Veld presented the International Education Surplus Process report and explained that in order to comply with the direction from the Ministry of Education while continuing to support the Board's strategic initiatives, a change in a prior Board motion for reporting timelines is necessary. Financial Services would like to present to Trustees annually, a budgeted International Education surplus based on actual October 31st enrolment and update expenditures at the time of presenting the first Interim Report. The budgeted use of the net surplus will include recommended strategic initiatives for Trustees consideration to be spent in the current year.

Moved by: Lora Campbell

Seconded by: Sue Barnett

**“That the annual International Education Financial Report be received at the time of first interim reporting, and that the projected net surplus be available to fund one-time costs associated with DSBN strategic initiatives within the same fiscal year.”**

CARRIED

Clarification was provided, that should Senior Team recommend to continue with the practice to direct 30% of the surplus funds to support business development, it would be included as one of the strategic initiatives recommendations.

### **EDUCATION DEVELOPMENT CHARGES**

Superintendent Veld presented the Education Development Charges (EDCs) report, sharing background information on what EDCs are, when Boards become eligible and the process to create a by-law and a recommendation for staff to hire a consultant to undertake a comprehensive review of the DSBN's ability to establish EDCs.

Over the last few years, DSBN has seen significant increases in enrolment and has shifted to be a growth Board from a declining enrolment Board with projected increases to continue well into the future. The Board has reduced capacity through school closures and consolidations thus closing the gap between student enrolment and available capacity. New population growth puts accommodation pressure on existing schools and school boards must often plan for a new school site to serve the growing community. School boards do not receive a portion of municipal development charges or have the ability to fund education costs through property taxes, but may fund a property purchased through EDCs if eligible, or through a Land Priorities Grant where the site is not eligible to be funded through EDCs.

Staff will engage a consultant to undertake a thorough review and, if the DSBN is eligible to collect EDCs, staff will prepare a report for Trustees' consideration to initiate the EDCs process. The EDCs process is a public process that includes consultation, the preparation of a background study for submission to the Ministry for approval and holding a public meeting.

Moved by: Sue Barnett  
Seconded by: Jonathan Fast

**"That the Board of Trustees receive this report; and that if the DSBN is eligible for EDCs, staff bring a report to Trustees for their consideration to initiate the EDCs process."**

CARRIED

### **ANNUAL REPORT ON BOARD INVESTMENTS**

Controller of Finance Nicky Westlake presented the Annual Report on Board Investments. The schedule lists the investments held at the end of the 2019-20 fiscal year and summarizes the term, purchase and maturity date, name, rating and principal amount and interest rate for each GIC investment. The investments held, and the organization limit allowed, are all compliant with Board policy and the objectives set out therein.

Generated an annual investment of 2.9 % an increase of over 59 % - 49,000,000 balance in short term, approx. 4% high

Moved by: Jonathan Fast  
Seconded by: Lora Campbell

**"That the Annual Report on Board Investments, as at August 31, 2020, be received."**

CARRIED

### **SCHEDULE OF ACCUMULATED SURPLUS**

Superintendent Veld presented the Schedule of Accumulated Surplus report, stating that the strong financial position of the DSBN has been established through a continued proficient budget process and ongoing accountability measures. The Schedule of Accumulated Surplus provides the September 1, 2019, accumulated surplus account balances, transfers to and from each fund during the 2019-20 fiscal year, and the resulting balances as at August 31, 2020. The Accumulated Surplus is comprised of internally appropriated and unappropriated funds. Unappropriated funds include the General Operating monies which have been built up over the years from year-end operating surpluses.

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COVID-19 and the resulting school closures in March 2020 created many variances in our financial projections and a significant reduction in expenditures for the remaining 5 months of the fiscal year that schools were closed. These savings were offset by an increase of expenditures of \$2.6 Million that we incurred to ensure our students had the technology needed to learn at home as well as PPE and cleaning supplies purchased in advance of the school start up.

Last year, Trustees supported transferring the money earned outside of the GSN to support the theatre and greenhouse project at the new West Niagara. During this fiscal year, the DSBN earned revenue outside of taxpayer money in the amount of \$2.5 Million. Staff have finalized the cost of the theatre and greenhouse and have submitted a request to the Ministry to proceed to construction. To continue to support this investment for our students and ensure that we can receive Ministry approval to start the construction of this secondary school, staff have included in our year end accumulated surplus, a transfer of the revenue received outside the GSN in the amount of \$2,500,000. This will leave only \$3 Million dollars required to be fundraised and this will align with our past fundraising capital initiatives. This remaining amount required to fund this project has been borrowed from the Major Capital accumulated surplus line and transferred over to the theatre to ensure the accountability of the 7.7 million to finalize the project. Also included in the schedule, is the use of \$3,626,154 of the General Operating accumulated surplus that has been budgeted for 2020-21. We will be including an additional use of general operating up to 2% of our revenues, which will be presented at the time that we bring revised estimates to the committee.

Moved by: Sue Barnett  
Seconded by: Lora Campbell

**“That the Schedule of Accumulated Surplus for the year ended August 31, 2020, be approved.”**

CARRIED

#### **NEXT MEETING**

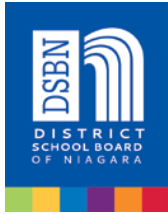
The next meeting is scheduled for December 16, 2020, at 5:30 p.m.

#### **ADJOURNMENT**

Moved by: Sue Barnett  
Seconded by: Lora Campbell

CARRIED

**The meeting adjourned at 6:04 p.m.**



## SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) MINUTES

Virtual Meeting  
5:30 p.m.

Thursday, November 12, 2020

### **Committee Members Present:**

Linda Morrice (Chair)	Pathstone Mental Health
Amy Dunn	Autism Ontario - Niagara
Brent Beaudoin	VOICE for Deaf and Hard of Hearing Children
Danielle Reynolds	Niagara FASD Coalition
Kelly Cimek	Community Living Welland Pelham
Mary Maida	Down Syndrome Niagara
Samantha Sendzik	Learning Disabilities Association Niagara Region
Nick Smith	Niagara Support Services
Alex Bradnam	Trustee, District School Board of Niagara
Shannon Mitchell	Trustee, District School Board of Niagara

### **Administration/Resource:**

Michael St. John	Superintendent of Special Education
John Dickson	Superintendent of Elementary Schools
Jodie Kerr	OPC Representative: Elementary
Karen Ferguson	OPC Representative: Secondary
Nikki Train	Student Achievement Leader, Special Education

### **Regrets:**

Shannon MacDonald (Vice Chair)	CNIB Foundation
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<b><u>Recording Secretary:</u></b>	Jennifer McGugan
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### **QUORUM/CALL TO ORDER**

Quorum was established and the Special Education Advisory Committee (SEAC) meeting was called to order at 5:30 p.m. Chair Linda Morrice began the meeting with the Acknowledgement of Traditional Territory of the Haudenosaunee and Anishinaabe peoples.

### **Student Voice**

Special Education Student Achievement Leader, Nikki Train introduced the student voice video from a Junior Kindergarten student at Prince Philip in St. Catharines. Special Education Consultant, Nicole Mayhew highlighted the student's successful transition to Kindergarten. The student requires some physical supports while at school. Our community partners, School Health Support Services and Niagara Children's Centre, contribute to the support strategies used.

### **APPROVAL OF AGENDA**

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

***Moved by Shannon Mitchell, Seconded by Danielle Reynolds***

<b><i>"That the Agenda dated November 12, 2020 be approved as presented."</i></b>
---

**CARRIED**

### **BUSINESS ARISING FROM THE MINUTES**

There was no new business arising from the Minutes of October 8, 2020 SEAC meeting.

**SUPERINTENDENT AND SPECIAL EDUCATION REPORT****Michael St. John and Nikki Train**

Superintendent Michael St. John shared with the committee reporting dates for IEPs, secondary and elementary achievement reports, and alternative report cards. He noted that the DSBN staff are working together to contribute to a seamless continuing of reporting, programming, and support for students. Also, he shared with the committee that the DSBN has been working to help families reengage in person at their home school. Currently, 830 students have moved from virtual to in person learning. The DSBN has been reaching out to homeschooling families to connect them with a version of virtual learning that supports their unique situations. Funds have been received to support Mental Health and Well-Being and SWs are being hired to support students and families.

Nikki Train shared with the committee that elementary consultants, as part of their regular school visits, have been out in schools gathering information about grade 8 students. The central team uses this information to decide on an appropriate placement for grade 9. This information is communicated back to the school so the parents can be informed and future SSTC students can attend their program specific secondary school virtual open house. There will be ongoing support for grade 8 students moving to grade 9 and transition plans will be individualized for each student. Nikki noted that two DSBN consultants are supporting Learning Disabilities Association Niagara Region tonight for students transitioning from grade 8 to 9. She updated the committee on special education professional development strategies to support students. These include topics such as 'Executive Functioning and Virtual Learning', 'Supporting Students with Hearing Difficulties in the Classroom', and 'New Math Curriculum - How Does it Impact IEP and Students with Special needs?'.

Superintendent St. John thanked the committee for their support and advocacy toward the Ministry review of the SIP funding model for this year. This work contributed to the result that a new funding formula for SIP will be applied this year to maintain support for all students in person and online. Superintendent St. John asked the committee about how they would like to review the Special Education Plan 2020-21 and provide feedback. The committee agreed to discuss the plan for reviewing the document at the next meeting.

**TRUSTEE REPORT****Alex Bradnam**

Trustees Mitchell and Bradnam shared that there was no new board information to report for this month.

**ASSOCIATION AND BOARD INFORMATION****Community Living Welland Pelham****Kelly Cimek**

No report.

**Autism Ontario – Niagara****Amy Dunn**

Virtual Annual Meeting held on Oct 26 and successfully voted for the new CLC board. All virtual programs and activity kits are going well. (November - Knot Art and Wellness kits and December - Snowman craft, cookie making and ornament kits) There was a Scotiabank Marathon in October for the Canadian Autism Awareness Month. The chapter raised \$ 3740.00 to come directly back to the Niagara chapter.

**VOICE****Brent Beaudoin**

Offered virtual opportunities. Hosting monthly webinars on a variety of topics. Chair of Voice is leaving and looking for a new chair.

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

Our transition programs for students (and their caregivers) in Grades 7/8 (SOAR Secondary) and Grades 11/12 (SOAR Post-Secondary) have been going very well. Applications for our Winter 2021 programs open November 23rd. All Winter programs will remain online. We will be offering one-to-one literacy and math support, small-group self-advocacy support and small-group transition support. The LDANR will be moving their office to The Branscombe Centre over the next month.

**Niagara FASD Coalition****Danielle Reynolds**

No report.



**Down Syndrome Niagara****Mary Maida**

Holding a drive by Christmas party at Club Italia and providing gift bags.

**Niagara Support Services****Nick Smith**

No report.

**Pathstone Mental Health****Linda Morrice**

Two new parenting programs, Circle of Security and Triple P (Level 4). Participating parents will be asked to be part of a research project (McMaster University) comparing clinical outcomes of CPS program (as the control group) against these two programs. Family Advisory Committee for Engagement and Network (FACE) has an opportunity of family engagement for families from all agencies/groups. Contact Sarah Cannon [scannon@pathstone.ca](mailto:scannon@pathstone.ca) for more information.

**OPC Representative: Elementary****Jodie Kerr**

Parent teacher conferences are happening virtually. Report cards going home on November 19. Grade 8 to 9 transitions are happening virtually and involves elementary and secondary. Social Workers have been providing support to students and families virtually and are transitioning back to in person support in schools. Students are returning from virtual school. The Low Enrolment classes are enjoying playground time. Speech and Language Pathologist came in to do an assessment. Staff are working to foster resilience among our students.

**OPC Representative: Secondary****Karen Ferguson**

Secondary moving to alternating one-week blocks on November 30. Midterm reports will be sent out November 27. Preparing for Grade 8 Open Houses that will include an overview video, a 360-degree virtual tour and a question answer period. We will complete our course selection process and other transition activities virtually. Secondary teams continue to problem solve, collaborate, and learn new strategies for meeting student needs.

**CORRESPONDENCE**

There was no correspondence received.

**QUESTIONS AND ANSWERS**

There were no questions received.

**ADJOURNMENT**

***Moved by Amy Dunn, Seconded by Samantha Sendzik.***

***"That the Special Education Advisory Committee meeting adjourn."***

**CARRIED**

The meeting adjourned at 6:31 pm

**NEXT MEETING: Thursday, December 10, 2020 at 5:30 pm**



## AUDIT COMMITTEE

### MINUTES OF OPEN SESSION MEETING

Monday, November 16, 2020  
5:30 p.m.

Virtual – Microsoft Teams

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Present:

**Audit Committee External Members:** Lons Kushner, Yusuf Essop

**Trustee Audit Committee Members:** Sue Barnett, Alex Bradnam (Alternate for Kate Baggott),  
Jonathan Fast (Committee Chair)

**DSBN Administration:** Stacy Veld, Superintendent of Business Services and Treasurer  
Warren Hoshizaki, Director of Education  
Nicky Westlake, Controller of Finance

**External Auditors:** David Marks, KPMG  
Lois Ouellette, KPMG  
Scott Plugers, KPMG

**Trustee Guest:** Doug Newton

**Regional Internal Audit Team:** Jenny Baker, Manager

**Trustee Member Regrets:** Kate Baggott

**Recording Secretary:** Terri Cook, Business Assistant

#### **CALL TO ORDER AND WELCOME**

Chair Jonathan Fast called the meeting to order at 5:30 p.m.

#### **APPROVAL OF THE AGENDA**

Moved by: Sue Barnett  
Seconded by: Yusuf Essop

**“That the agenda be approved as presented.”**

CARRIED

#### **DECLARATION OF CONFLICT OF INTEREST**

There were no conflicts of interest declared.

#### **ANNUAL REPORT TO THE MINISTRY OF EDUCATION**

Superintendent Stacy Veld stated that Ontario Regulation 361/10 requires the Audit Committee to provide an annual report to the Ministry of Education confirming the internal audits performed during each fiscal year. Superintendent Veld reviewed the report and confirmed, for the Ministry's information, that no enrolment audits are scheduled.

Moved by: Lons Kushner  
Seconded by: Sue Barnett

**“That the 2019-20 Annual Report of the Audit Committee be approved for submission to the Ministry of Education.”**

CARRIED

**NEXT MEETING**

The next Audit Committee meeting will take place on Monday, June 7, 2021 at 5:30 p.m.

**ADJOURNMENT**

Moved by: Yusuf Essop

Seconded by: Sue Barnett

**“That the Audit Committee Open Session meeting be adjourned.”**

CARRIED

The meeting adjourned at 5:35 p.m.



## POLICY COMMITTEE

Tuesday, November 17, 2020  
5:30 p.m.

### MINUTES

**TRUSTEE COMMITTEE MEMEBERS:** Alex Bradnam (Chair), Kate Baggott, Elizabeth Klassen, Shannon Mitchell, Doug Newton

**TRUSTEE GUESTS:** Sue Barnett

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

**GUESTS:** Simon Hancox, Superintendent of Education  
Mike St. John, Superintendent of Special Education  
Stacy Veld, Superintendent of Business/Treasurer of the Board

**SECRETARY:** Jennifer Reid

### **WELCOME AND INTRODUCTIONS**

Chair Alex Bradnam called the meeting of the Policy Committee to order at 5:30 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 Kate Baggott, Seconded by Doug Newton***

### **BUSINESS ARISING FROM THE MINUTES**

There was no new business arising from the minutes of June 9, 2020.

### **NEW BUSINESS**

#### **I-03: Policy Generating Process**

Superintendent Kelly Pisek presented this policy. Revisions include a recommendation to add "Finance" as an example of a committee that approves policies other than the Policy Committee. The last paragraph was added to explicitly state that in generating and reviewing policies, the DSBN is committed to ensuring that everyone is treated with respect, and no one is subject to discrimination. Although this policy was approved by the committee this evening, the committee suggested and agreed that policy I-03 return to the next policy committee meeting in February along with policy, I-01: Policy- General and I-02: Policy Advisory Committee as they are accompanying policies.

***Moved by Doug Newton, seconded by Kate Baggott***

***"That Policy I-03: Policy Generating Process be approved as amended and adopted."***

attached

**CARRIED**

**E-03: Health and Safety**

Superintendent Stacy Veld presented this policy. This policy is consistent with the terms of the Ontario Occupation Health and Safety Act and the District School Board of Niagara Multi-Workplace Joint Health and Safety Committee. No changes were made to this policy.

***Moved by Kate Baggott, seconded by Shannon Mitchell***

***“That Policy E-03: Health and Safety be approved as received and adopted.”***

attached

**CARRIED**

**E-10: Staff Development**

Superintendent Lora Courtois presented this policy. This policy promotes professional growth opportunities offered and supported by DSBN for all staff. No changes were made to this policy.

***Moved by Elizabeth Klassen, seconded by Doug Newton***

***“That Policy E-10: Staff Development be approved as received and adopted.”***

attached

**CARRIED**

**E-15: Workplace Violence and Harassment Prevention**

Superintendent Lora Courtois presented this policy. This policy supports DSBN's commitment to prevention of workplace violence and harassment and to ensure the health and safety of all employees. Feedback received was addressed and clarified by Superintendent Courtois. Superintendent Courtois explained that as a supervisor, through the Education Act, there are expectations and if these expectations are not met, then it is the supervisor's responsibility to address with the employee. The committee suggested and the following changes, “his or her” be changed to “their” and the term “supervisory” be added after the term “normal” on page one. These recommendations were accepted and revised during the policy meeting.

***Moved by Kate Baggott, seconded by Shannon Mitchell***

***“That Policy E-15: Workplace Violence and Harassment Prevention be approved as amended and adopted.”***

attached

**CARRIED**

**D-10: Outdoor Education**

Superintendent Simon Hancox presented this policy. The previous policy combined environmental education with outdoor education. While complementary they are different and therefore a brief description of environmental education was included. The third paragraph of this policy includes DSBN's commitment to provide opportunities for all students to experience learning in an outdoor natural environment that are offered at our DSBN schools and highlights the DSBN outdoor campuses. The last paragraph was added to explicitly commit to removing any barriers for students to participate in these opportunities.

***Moved by Doug Newton, seconded by Kate Baggott***

***“That Policy D-10: Outdoor Education be approved as amended and adopted.”***

attached

**CARRIED**

**G-28: Student Discipline**

Superintendent Mike St. John presented this policy. Under revised Ontario Regulation 440/20, students in junior kindergarten to grade 3 can no longer be suspended. This change is reflected in this rewritten policy. This regulation change provided an opportunity to make additional changes to this policy that better reflect our current practise. The introduction is our commitment to building a positive school climate that is safe, inclusive and accepting for all students and outlines a whole-school approach. This policy highlights the importance of restoration for all parties involved. As well this policy was written to help parents navigate student discipline. The committee suggested and approved the following additions to this policy;

On page one after the first paragraph, the following bullet was added “promoting mutual well-being affirming healthy and respectful relationships throughout the whole school community”

On page one, under Progressive Discipline the term “Accountability” was added at the beginning of the first sentence.

On page one, under Building Relationships, the following bullet was added “Creating conditions where students feel valued and safe and have a sense of well being and belonging to the school community.”

On page two under Restorative Practices & Support, the following bullet was added “Ensure strategies are in place to help the victim(s) and those impacted by the behaviour feel supported and safe in the school environment.

***Moved by Elizabeth Klassen, seconded by Doug Newton***

<b><i>“That Policy G-28: Student Discipline be approved as amended and approved.”</i></b>
---

attached **CARRIED**

**NEXT MEETING**

The next Policy Committee meeting is scheduled for Tuesday February 9, 2021 at 5:30 p.m. Policies will be open for vetting from November 27, 2020 – January 22, 2021.

**ADJOURNMENT**

***Moved by Elizabeth Klassen, Seconded by Shannon Mitchell***

<b><i>“That the Policy Committee meeting adjourn.”</i></b>
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**CARRIED**

The meeting adjourned at 6:24 pm.



## STUDENT TRUSTEE SENATE COMMITTEE

Tuesday, November 17, 2020  
Via Microsoft Teams

### MINUTES OF MEETING

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#### **Members Present:**

#### **Student Trustees:**

Keelee Hollowell, A.N. Myer Secondary School  
Karina Tavernese, Sir Winston Churchill Secondary School  
Salony Sharma, Westlane Secondary School

#### **School Representatives:**

Parsa Razeghi, A.N. Myer	Sophie Braun, Laura Secord
Finesse Warriner, A.N. Myer	Skye Reid, Laura Secord
Kimberlyn Kulawic, Beamsville	Emma Laur, Port Colborne
Keerthana Srikanth, Beamsville	Carly Sorge, Port Colborne
Sandra Lee, DSBN Academy	Kyra Ejercito, St. Catharines Collegiate
Justice Wells DSBN Academy	Cody Lau, St. Catharines Collegiate
Lauren Murray E.L. Crossley	Madey Crawford, Sir Winston Churchill
Priya Shourie, E.L. Crossley	Dheiksha Jayasankar, Sir Winston Churchill
Tasneem Elatresh, Eden	Jacob O'Connor, Stamford
Adrienne Rosete, Eden	Tiya Patel, Stamford
Willem Quist, Eastdale	Duaa Abbasi, Thorold
Steven Zhuang, Eastdale	Grace Sargeant, Thorold
Manara Abdelgadir, Governor Simcoe	Donghwui Kim, Welland Centennial
Owen Theriault, Governor Simcoe	McKenna McNeil, Welland Centennial
Kya Steinbach-Parker, Greater Fort Erie	Aiden Bilon, Westlane
Claudia Oliver, Greater Fort Erie	Brooklyn Koshman, Westlane
Madeline Farquhar, Grimsby	

#### **Administrative Advisors:**

Leanne Smith, Superintendent of Curriculum and Student Achievement  
Andrea Jagoe-Lynett, Student Achievement Leader, Student Success  
Carla Piovesana, VP, Eden High School  
Susan Santesso, Teacher Consultant, Student Success

#### **Recording Secretary:**

Nichola Lee, Administrative Assistant to the Superintendent

#### **Trustees:**

Dave Schaubel

#### **Guests:**

Sergeant Erin Madill, Niagara Regional Police Services  
Constable Dave Maryniuk, Niagara Regional Police Services  
Constable Nickolas Horton, Niagara Regional Police Services

#### **Regrets:**

Nancy Beamer (Trustee); Taylor Howard (Grimsby)

#### **Welcome:**

The land acknowledgement was read by Karina Tavernese.

**Approval of the Agenda:**

Stamford motioned for the agenda to be approved. Governor Simcoe seconded the motion.

**CARRIED**

**SRO Presentation:**

Sergeant Erin Madill provided an overview of the Niagara Regional Police Service (NRPS) School Resource Officer Program and responded to questions from the Senators. Constables Dave Maryniuk and Nicholas Horton shared their experiences of the SRO program.

ACTION: Senators were asked to complete a short survey; Karina will send the link via the Remind chat box.

**Trustee Update:**

Trustee Schaubel reported that eight hundred elementary students have returned to the classroom from online learning.

**Student Trustee Update:**

**Faces of DSBN:** The sub-committee has met and are deciding on logistics for the Student Excellence campaign.

ACTION: Senators can send questions to Student Trustees for the sub-committee.

**IEAC Meeting:** Keelee provided an update on topics discussed, including the new D2L space for indigenous students and Orange Shirt day.

**STS Logo:** The Student Trustees have met with Kim Sweeney in Communications. More information will be provided.

**OSTA AECO EFGM:** The Student Trustees attended this virtual event. Topics included student representation; equity and inclusion; and financial matters connected to OSTA-AECO.

**Volunteer Hours:** Student Trustee Senate hours are eligible for Community Involvement Hours retroactive to September.

ACTION: Senators are to email their STS hours to Susan Santesso [susan.santesso@dsbn.org](mailto:susan.santesso@dsbn.org).

**Round Table:**

**Promotion of STS Instagram:** What are creative ways to do this?

- Announcements
- Media teams in school
- Forming a sub-committee to assist with the Student Trustee Senate Instagram account
- Post frequently, once per week; encourage students to post updates on their stories
- Student council pages can promote the STS from their page

**Timetable changes:** Senators shared that the switch to alternating one-week schedules helps students retain the information, especially in subjects like math. Superintendent Smith informed the Senators that several models are being reviewed for semester two.

**Meeting Adjournment:**

AN Myer motioned that the meeting be adjourned. DSBN Academy seconded the motion.

**CARRIED**

The meeting adjourned at 5:00pm.

**Next Meeting:**

Tuesday, December 8, 2020 @ 3:30 pm on Microsoft Teams





# EQUITY AND INCLUSION TRUSTEE ADVISORY COMMITTEE

## MINUTES

WEDNESDAY, NOVEMBER 18, 2020

5:30 pm – 6:31 p.m. (Virtual Meeting Via Microsoft Teams)

### **ATTENDANCE**

#### **Trustee Committee Members:**

Shannon Mitchell (Chair), Nancy Beamer, Alex Bradnam, Elizabeth Klassen, Doug Newton, Karina Tavernese (Student Trustee)

#### **DSBN Administration/Resource:**

Warren Hoshizaki, Director of Education  
Kelly Pisek, Superintendent of Education  
Pratima Burton, Student Achievement Leader – K-12, Equity, Inclusion & Anti-Racism  
Zakia Hamdani, K-12 Consultant Equity, Inclusion & Anti-Racism

**Trustee Guests:** Sue Barnett, Kate Baggott

**Recording Secretary:** Karen Bellamy

### **WELCOME AND INTRODUCTION**

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

Chair Mitchell welcomed all attendees to the first meeting.

### **APPROVAL OF THE AGENDA**

**Moved by Alex Bradnam**

**Seconded by Nancy Beamer**

“That the agenda be approved.”

**CARRIED**

### **EQUITY AND INCLUSION TRUSTEE ADVISORY COMMITTEE TERMS OF REFERENCE**

**Moved by Alex Bradnam**

**Seconded by Doug Newton**

“That the Equity and Inclusion Trustee Advisory Committee Terms of Reference be approved.”

**CARRIED**

Chair Mitchell reviewed the terms of reference of the trustee advisory committee.

### **EQUITY AND INCLUSION FRAMEWORK**

Director Hoshizaki acknowledged the historical work that has been done by many DSBN committees with respect to equity, inclusion and anti-racism within the board.

Director Hoshizaki outlined DSBN’s Equity and Inclusion framework which includes three committees:

- Equity and Inclusion Trustee Advisory Committee
- Staff Working Committee on Equity and Inclusion
- DSBN Equity Advisory Committee

The Trustee Advisory Committee will provide direction to, and be kept informed of, the work being done by the Staff Working Committee, and will also receive reports from the DSBN Equity Advisory Committee.

The Staff Working Committee includes Superintendent Pisek, Pratima Burton, Zakia Hamdani, as well as other consultants/staff from other departments and groups, eg. curriculum, human resources, principals/vice-principals, etc. At times, other Superintendents will bring reports to this committee related to their work with Equity and Inclusion.

### **DSBN EQUITY TEAM PRIORITIES**

Superintendent Pisek shared six tenants of focus for Equity and Inclusion work in the DSBN. This can be found on the newly launched Equity and Inclusion page on the DSBN external webpage. The goal with this webpage is to provide an overview of our why, our actions and our commitments to students, school communities and staff.

Superintendent Pisek shared that this is a collective responsibility on how we all consider our policies, procedures, or communication, budget allocation and access to programming and opportunities for our students. This isn’t new to the Board and the work to ensure barriers are removed for students has been ongoing for years. The establishment of the DSBN Academy is a direct example of this work.

Providing culturally and historically responsive curriculum is the main focus of the equity team in partnership with Elementary and Secondary Curriculum. The greatest impact will be in schools with students. This means starting with our students before the curriculum and knowing the impact the selected content and message will have on each of them.

Another key strategy is having Champions in schools. Staff members from all schools volunteered to join this group and have access to support, collaboration and information to support them in facilitating the professional development being presented monthly at schools. This will be impactful for staff learning as it is most effective when it is embedded into the context of their school, it is ongoing and it happens with existing trusting relationships.

Superintendent Pisek share the connection with Community Partnerships which to date has included: Coalition for Change, Brock University for collaboration on Anti Black Racism curriculum, and consulting with faith communities as religious accommodations are being updated.

## **INTERRUPTING BIAS**

Pratima Burton spoke to DSBN's commitment to providing monthly, ongoing professional development for all staff. It is recognized that people are at different places in their learning journey around equity, inclusion, and anti-racism. Professional development sessions will deepen our understanding as this year progresses and together, we will identify, name, interrupt and change systems.

All elementary and secondary staff recently participated in professional development about Interrupting Biased Comments in the Moment. In this session, staff learned how to interrupt biased comments made by students right in the moment. They addressed what happens when comments are not interrupted and were provided with strategies on how to effectively deal with inappropriate comments in a way that supports learning.

The committee viewed the Interrupting Biased Comments in the Moment video.

This is the beginning of a series that will be shared over the coming months. Everyone, including students, will be provided with the tools to interrupt bias.

Feedback will be gathered after each session and used to inform future professional development.

## **DSBN EQUITY ADVISORY COMMITTEE, GOALS/TERMS OF REFERENCE**

**Moved by Nancy Beamer**

**Seconded by Doug Newton**

"That the DSBN Equity Advisory Committee Terms of Reference be approved."

**CARRIED**

Superintendent Pisek highlighted the goals of the DSBN Equity Advisory Committee. The terms of reference developed for the committee took into consideration information gathered after consultation with other school boards and organizations.

## **BRAVE SPACE**

Zakia Hamdani spoke to the committee about the importance of student voice and highlighted the work that will be done with the Student Trustee Senate. The focus is collaboration with the Student Senate on a media campaign highlighting student excellence. As well, creating a forum to center student voices by creating Brave Space groups for racialized students to share their experiences and promote change in their schools. This is a group for students by students.

Zakia informed the committee about the professional development series 'Creating Brave Spaces' developed for staff to help them to create safe spaces where learners feel brave to share their ideas, beliefs, values and lived experiences. Creating Brave Spaces invites learners to have courageous conversations with honesty, sensitivity and respect with the intent and goal for a deeper understanding of one another and what we can collectively do to support and to be active in the pursuit of equal opportunities.

Creating Brave Spaces in schools is an ongoing professional development series:

- focusing on self-awareness of the staff
- focusing on creating the conditions within the school culture for students to have an outlet to share experiences, celebrate identities and promote positive change

A Creating Brave Spaces video was shared with the committee.

## **QUESTIONS**

There were no questions or comments from trustees.

## **FUTURE AGENDA ITEMS**

Chair Mitchell noted the next Equity and Inclusion Trustee Advisory Committee meeting is scheduled for Wednesday, January 13, 2021 at 5:30 p.m. – via TEAMS.

## **ADJOURNMENT**

**Moved by Doug Newton**

**Seconded by Elizabeth Klassen**

“That the Equity and Inclusion Trustee Advisory Committee be now adjourned.”

**CARRIED**

The meeting adjourned at 6:31 p.m.

# December

2020

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Organization Mtg 6:00 pm COW 6:45 pm Open Mtg 7:00 pm	2 PIC 5:30 pm	3	4	5
6	7	8 Program & Planning 5:30 pm Student Trustee Senate 6:00 pm	9 PIC Speaker Series 6:30 pm	10 SEAC 5:30 pm	11	12
13	14	15	16 SAL 1pm	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		