

TUESDAY, MAY 24, 2022

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'

Forestview Public School Choir will perform O'Canada via video

### D. REFLECTIVE READING

By Trustee Kate Baggott

### E. BUSINESS OF THE BOARD

#### 1. Adoption of the Agenda

Recommended Motion:

"That the Agenda be adopted."

#### 2. Approval of Board Minutes

[Pages 14-24](#)

Recommended Motion:

"That the Minutes of the Regular Meeting of the District School Board of Niagara dated April 26, 2022, be confirmed as submitted."

#### 3. Business Arising from the Minutes

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

# BOARD MEETING AGENDA

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## **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 25-27**

#### **a) Director's Recognition**

- Krystal Kirk, Elementary School Secretary, Peace Bridge Public School

#### **b) Director's Report**

### **2. Educational Showcases**

**M. Reimer Friesen**

#### **a) Parent Involvement Committee (PIC) Speaker Series**

**L. Smith**

#### **b) DSBN Celebrates Success at the Skills Ontario Competition**

## **G. STUDENT ACHIEVEMENT REPORT**

## **H. DELEGATIONS**

## **I. BOARD RECESS (OPTIONAL)**

## **J. OLD BUSINESS**

### **1. Report of the Ad Hoc Governance Committee**

**D. Newton – Pages 28-67**

#### **Recommended Motions:**

"That the reports of the Ad Hoc Governance Committee dated, May 2, 2022, and May 16, 2022, be received."

"That the Board return to a hybrid Board and Committee of the Whole meeting for the June 27, 2022, meeting date."

"That Policy A-02 be approved as amended and adopted."

### **2. Report of the Program and Planning Committee**

**D. Schaubel – Pages 68-77**

#### **Recommended Motion:**

"That the report of the Program and Planning Committee dated May 3, 2022, be received."

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

[L. Campbell – Page 78-80](#)

#### Recommended Motion:

"That the report of the Supervised Alternative Learning Committee dated May 5, 2022, be received."

### 4. Report of the Parent Involvement Committee

[N. Beamer / D. Newton – Pages 81-83](#)

#### Recommended Motion:

"That the report of the Parent Involvement Committee dated May 4, 2022, be received."

### 5. Report of the Equity, Inclusion and Anti-Racism Trustee Advisory Committee

[S. Mitchell – Pages 84-92](#)

#### Recommended Motion:

"That the report of the Equity, Inclusion and Anti-Racism Trustee Advisory Committee dated, May 10, 2022, be received."

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

[A. Bradnam / S. Mitchell – Pages 93-95](#)

#### Recommended Motion:

"That the report of the Special Education Advisory Committee dated May 12, 2022, be received."

### 7. Report of the Ad Hoc Strategic Planning Committee

[E. Klassen – Pages 96-97](#)

#### Recommended Motion:

"That the report of the Ad Hoc Strategic Planning Committee dated, May 16, 2022, be received."

### 8. Report of the Student Trustee Senate

[T. Patel / S. Sharma / K. Steinbach-Parker – Pages 98-100](#)

#### Recommended Motion:

"That the report of the Student Trustee Senate dated May 17, 2022, be received."

### 9. Report of the Policy Committee

[A. Bradnam – Pages 101-117](#)

#### Recommended Motions:

"That the report of the Policy Committee dated May 17, 2022, be received."

“That Policy G-31: Voluntary, Confidential Indigenous Student Self-Identification be deferred to November 15, 2022.”

“That Policy G-29: Safe and Accepting Schools: Bullying Prevention and Intervention be deferred to November 15, 2022.”

“That Policy D-16: Prior Learning Assessment and Recognition be approved as amended and adopted.”

“That Policy G-20: Sponsorships, Scholarships, Donations, Partnerships for Learning be approved as amended and adopted.”

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

“That Policy G-35: Copyright Provision be approved as received and adopted.”

“That Policy G-05: Weapons be approved as amended and adopted.”

“That Policy E-17: Performance Appraisal be approved as received and adopted.”

“That Policy I-01: Guidelines for Retirement/Resignation Dates for Teachers be approved as amended and adopted.”

“That Policy I-03: Interprovincial/International Teacher Exchange be approved as amended and adopted.”

### 10. Report of the Finance Committee

**K. Moves – (report distributed in advance via email)**

#### **Recommended Motion:**

“That the report of the Finance Committee dated May 24, 2022, be received.”

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

### L. NEW BUSINESS

#### 1. Notice of Recommended Motion

“Take Notice that in accordance with the Board By-laws and Rules of Order section Q-2, a recommendation that the following amendments to the By-Laws and Rules of Order of the District School Board of Niagara will come forward for consideration at the Board meeting scheduled June 27, 2022, with such amendments to take effect on November 1, 2022, in time for the new term for Board Trustees.”

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		Ad Hoc Governance Committee Mandate Topic Reference
	That all references within the Board's By-Laws and Rules of Order to the "Chairperson" or Vice-Chairperson" be amended to "Chair" and Vice-Chair"	(g) Updating Terminology
F-3	It shall be necessary for the conduct of business at the annual Organization Meeting that there be a quorum, which means more than half of the elected members of the Board present. Should there not be a quorum of Board members present at the annual Organization Meeting, then the said meeting of the Board shall be postponed for a period not exceeding seven days at the call of the Director or in his their absence, by a decision of the designated supervisory officer selected by the Director.	(a) Equity and Inclusion Modifications
F-9	The Chairperson may indicate whether he or she they wishes to be addressed using a variant of "Chairperson."	(a) Equity and Inclusion Modifications
R-18	Every member shall confine him/herself themselves to the question in debate and shall avoid all discourteous language and indulging in personalities.	(a) Equity and Inclusion Modifications
O-15	Every meeting of a committee shall be called by a notice mailed or emailed (to the member's DSBN email address) by the Secretary of the committee to reach each Board member at least forty-eight (48) hours before such meeting.	(b) Committee Meetings – (i) Notice of Committee Meetings
L-2	Statutory Committees are committees prescribed by provincial legislation and include: Audit Committee, Special Education Advisory Committee, Supervised Alternative Learning Committee, Parent Involvement Committee, and Student Trustee Senate.	(b) Committee Meetings – (ii) Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee
L-3	Standing Committees are committees dealing with specific aspects of Board business on a continuing basis. Standing Committees of the Board shall serve as forums for discussion and for the formation of recommendations to the Board and staff and include: Policy Advisory Committee, Program and Planning Committee, Finance Committee, Negotiations Committee, and Equity, Inclusion and Anti-Racism Trustee Advisory Committee.	(b) Committee Meetings – (ii) Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee
L-6	There shall be the following committees of the Board with each Board member required to sit on two (2) Standing or Statutory Committees.	(b) Committee Meetings – (ii)

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	Statutory (s. 253.1 & Reg. 361/10)	• Audit Committee.....	3 Board Members	Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee
	Standing	• Policy Advisory Committee.....	5 Board Members	
	Standing	• Program and Planning Committee.....	5 Board Members	
	Standing	• Finance Committee.....	4 Board Members	
	Statutory (s. 68 & Reg. 464/97)	• Special Education Advisory Committee (SEAC).....	2 Board Members plus 2 appointed Board Member Alternates (this is a legislated four (4) year term)	
	Statutory (Reg 374/10)	• Supervised Alternative Learning Committee (SAL).....	1 Board Member	
	Statutory (Reg. 674/20)	• Parent Involvement Committee.....	2 Board Members	
	Statutory (s. 67 & Reg. 7/07)	• Student Trustee Senate.....	2 Board Members plus 2 Student Trustees	
	Standing	• Equity, Inclusion and Anti-Racism Trustee Advisory Committee.....	5 Board Members	

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	Ad Hoc	<ul style="list-style-type: none"> <li>Ad Hoc Code of Conduct Investigation Committee.....</li> </ul>	4 Board Members (Chair, Vice-Chair plus 2-3 appointed Board Member Alternates (this is a four (4) year term)
	Ad Hoc	<ul style="list-style-type: none"> <li>Ad Hoc Student Discipline Committee.....</li> </ul>	3 Board Members (legislated minimum)
	Ad Hoc	<ul style="list-style-type: none"> <li>Ad Hoc Negotiations Committee.....</li> </ul>	2 Board Members for each contract
	Ad Hoc	<ul style="list-style-type: none"> <li>Ad Hoc Properties Disposal Committee.....</li> </ul>	3 Board Members (Chair of Program and Planning Committee, Chair of Finance Committee, and Chair of the Board, or designate)
		Other Ad Hoc Committees will be established as required.	
O-9	<p>It is the policy of the Board that meetings of the committees of the Board shall be open to the public except:</p> <ul style="list-style-type: none"> <li>a) Committee of the Whole Board</li> <li>b) Ad Hoc Negotiations Committee</li> <li>c) <del>Program and Planning</del> Finance Committee when it is considering the sale, lease or acquisition of property</li> </ul>		(b) Committee Meetings – (iv) Closed Meeting Committees

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	<p>d) Ad Hoc Properties Disposal Committee</p> <p>e) Ad Hoc Student Discipline Committee</p> <p>f) Other committees as designated from time to time by the Board.</p>	
L-1	<p>Trustees are elected to a four (4) year term of office on the Board. At the start of the term and approximately two (2) years into the term of office there will be opportunities to change Trustee membership on Standing and Statutory Committees, save and except for the Special Education Advisory Committee (SEAC) and the Ad Hoc Code of Conduct Investigation Committee, which both require a four (4) year term commitment.</p> <p>a) At the Organization Meeting in an election year the Trustees will submit their committee preferences to the Director's Office and, thereafter, the Director, <del>Chair and Vice-Chair</del> and the Nominating Committee (as set out in By-Law L-4) of the Board will meet to consider the preferences submitted and then to assign Trustees to serve on Standing, and Statutory and Ad Hoc Committees. The selection of Committee Chairs will occur in accordance with By-Laws O-23 and O-24.</p> <p>b) Nineteen (19) months after the newly elected Trustees take office, the Trustees shall again submit their committee preferences to the Director's Office by the first Board meeting in June and, thereafter, the Director, <del>Chair and Vice-Chair</del> and the Nominating Committee (as set out in By-Law L-4) of the Board will meet to consider the preferences submitted and then to assign the Trustees to serve on Standing, and Statutory and Ad Hoc Committees effective September 1<sup>st</sup> of that same year. The selection of Committee Chairs will occur in accordance with By-Laws O-23 and O-24.</p>	(b) Committee Meetings – (v) Committee Nomination Process
L-4	<p><del>The Board members will indicate their preference for committees to the Nominating Committee. The membership of the Nominating Committee shall be comprised of the Chairperson, the Vice-Chairperson, and one Board member selected at large by the Chairperson. The mandate of the Nominating Committee is to receive each Board member's preference for committees, preferably electronically, and subsequently allocate committee assignments to each Board member assign the Trustees to committees as set out in By-Law L-1.</del></p>	(b) Committee Meetings – (v) Committee Nomination Process
B-2	<p><b>SIGNING OFFICERS – GOVERNANCE DOCUMENTS</b></p> <p>The Board shall by resolution appoint by name the Chairperson of the Board or the Vice-Chairperson of the Board, and the Director of Education or the Treasurer as signing officers of the Board for matters concerning corporate governance, including without limitation, DSBN Board Minutes, DSBN Audited Financial Statements, Local Collective Agreements, real estate agreements of purchase and sale and real estate closing documents.</p>	(d) Signing Officers



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	In the Director of Education or Treasurer's absence, the Director may designate another supervisory officer to be a signing officer for the Board.	
B-3	<p><b>SIGNING OFFICERS – CHEQUE SIGNING</b></p> <p>The Board shall by resolution appoint by name the Chairperson of the Board or the Vice-Chairperson of the Board, and the Treasurer as cheque signing officers of the Board. <del>In the Treasurer's absence, the Treasurer may designate an appropriate business official to be a cheque signing officer of the Board. That for the payment of the accounts, automatic cheque signing equipment be used bearing the signature of the Chairperson and Treasurer of the Board.</del> For the purpose of paying the accounts, the Board authorizes the use of automatic cheque signing equipment bearing the signature of the Chairperson and Treasurer of the Board.</p>	(d) Signing Officers
B-4	<p><b>SIGNING OFFICERS – OPERATIONAL DOCUMENTS</b></p> <p>The Board shall by resolution appoint by name, the Director of Education or the Treasurer as signing officers of the Board for operational matters concerning the day-to-day management of the Board as entrusted by the Board to staff through the Board's Director of Education under the <i>Education Act</i>.</p>	(d) Signing Officers
F-5	<p>The Secretary shall name two scrutineers appointed for the election of the Chairperson and Vice-Chairperson. At the request of a Trustee, the Board may by majority vote, also approve the appointment of a disinterested party to serve as a third scrutineer for the election of Chairperson and/or Vice-Chairperson. Trustees must submit in writing the name of a proposed third scrutineer on or before 12:00 noon one week prior to the Organization Meeting along with a signed and dated statement from the proposed third scrutineer that the proposed scrutineer has:</p> <ul style="list-style-type: none"> <li>• no direct nor indirect conflict of interest or any direct or indirect pecuniary interest in the affairs of the District School Board of Niagara</li> <li>• no direct nor indirect conflict of interest in the election of the Chair and Vice-Chair</li> <li>• not received any direct nor indirect personal advantage, gift nor promise of same for standing as a disinterested third scrutineer.</li> </ul>	(e) Scrutineers
R-36.1	No motion to adjourn is required to close a meeting at the end of the Agenda. When all the business and purposes of a meeting have been attended to under the Agenda and the Chair is satisfied there is no other business that should be dealt with, they simply announce that the meeting is closed.	(f) Adjournment

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H-1	The attendance and absence of Board members at Board meetings shall be noted and recorded. In all cases, members attending by electronic means where permitted under the <i>Education Act</i> and its Regulations and the Board By-Laws, Policies and Administrative Procedures shall be deemed to be present and will be included for the purpose of calculating quorum.	(c) Electronic Attendance
M-6	Where a Board member attends a private (closed) session of a Board or Committee meeting (including Committee of the Whole Board) electronically, the Board member shall affirm the following:  a) They are participating in the Closed Session in a private room without anyone else present and where no one else can hear the discussion and deliberation of the Board; and b) They are not recording or capturing the Closed Session.	(c) Electronic Attendance
R-2	At all meetings of the Board, regular and special, the presence of a majority of all the members constituting the Board shall be necessary to form a quorum. In all cases, members attending by electronic means where permitted under the <i>Education Act</i> and its Regulations and the Board By-Laws, Policies and Administrative Procedures shall be deemed to be present and will be included for the purpose of calculating quorum.	(c) Electronic Attendance
R-29	No motion or amendment shall be debated to put to a vote unless the same is in writing and seconded, except that, formal motions to adopt reports, to refer, to postpone, to <del>lay on the table</del> , to <del>put</del> call the <del>previous</del> question, to file, to go into Committee of the Whole, to rise and report, adjourn, or such as the Chairperson shall not so require, may be made verbally.	(g) Updating Terminology
R-33	When a motion is under debate, the only motion in order shall be: (a) to adjourn, (b) to <del>lay on the table</del> , (c) to <del>put</del> call the <del>previous</del> question, (d) to postpone, (e) to refer, (f) to amend, which shall have precedence in the order above named, and the first, second and third shall be decided without debate.	(g) Updating Terminology
R-37	<u>Motion to Lay on the Table</u> A motion to <del>lay on the table</del> only, is not debatable; but a motion to <del>lay on the table</del> with any other condition is subject to debate and amendment.	(g) Updating Terminology
R-38	When a question has been <del>laid on the table</del> , it shall not be taken up again at the same meeting, except by a vote in favour thereof by two-thirds of the members present.	(g) Updating Terminology

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R-39	<p><u>Tie Vote on Motions – Deemed Tabled</u></p> <p>In all cases where a vote is taken on a motion, and there is with the Chairperson's vote, a tie, the motion shall be deemed to be tabled for a period of time not to exceed three months. In the event that a motion is deemed to be tabled it may be lifted <del>from the table</del> in any subsequent meeting during the three month period by a simple majority. In the event that a motion is deemed to be tabled and is not lifted <del>from the table</del> in a subsequent meeting during the three month period, then it shall automatically be lifted <del>from the table</del> at the end of the three month period.</p>	(g) Updating Terminology
R-40	<p><u>Motion to <del>Put</del> Call the Previous Question</u></p> <p>The motion <del>for the previous</del> to call the question shall preclude all further amendment or debate, and shall be submitted by the Chairperson in this form: "<del>SHALL THE MAIN QUESTION IN DEBATE BE NOW PUT</del> SHALL I CALL THE QUESTION?" If adopted, the Chairperson shall at once proceed to <del>put</del> call the main question, first <del>putting</del> calling any amendments pending, to the vote of the Board.</p>	(g) Updating Terminology
R-56	<p><u>Recorded Vote</u></p> <p>The <del>yeas and nays</del> Trustees voting "in favour" or "opposed" shall not be recorded upon any question unless requested by at least one member, and such request must be made before the Chairperson calls upon the members to vote upon the same.</p>	(g) Updating Terminology
F-1	<p>The order of business for the Organization Meeting is to elect the Chairperson and Vice-Chairperson of the Board and to pass the Signing Authority resolution and the Borrowing Authority resolution. <del>in an election year, it will also ask for Trustees to make committee selections by Trustees submitting their committee preferences to the Director's Office as outlined in By-Law L-4, preferably by electronic submission. The Organization Meeting must be held within seven (7) days of the day on which the term of office of the Board commences, being within seven (7) days of November 15<sup>th</sup> of each year.</del></p>	(h) Legislative Change to Organization Meeting Date
F-6.1	<p><u>Nominations</u></p> <p>i) The Secretary of the Board shall receive written nominations of members of the Board for the position of Chairperson and Vice-Chairperson.</p> <p>ii) Nominations shall be submitted to the Secretary of the Board from <del>December 1<sup>st</sup></del> November 15<sup>th</sup> until 12:00 noon on the day of the Organization Meeting and may be submitted only by members of the Board.</p>	(h) Legislative Change to Organization Meeting Date

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	<p>iii) The Secretary shall confirm with each nominee, the nominee's acceptance of the nomination.</p> <p>iv) A Board member may be nominated for both Chairperson and Vice-Chairperson but, if elected as Chairperson, must either decline the position or withdraw from the ballot for Vice-Chairperson.</p> <p>v) A Board member may nominate only one member of the Board for each position. This includes the Board member making the nomination.</p> <p>vi) After nominations are closed, the Secretary will prepare separate ballots containing the names of the candidates for each position.</p>	
G-1	<p>The regular meetings of the Board shall be held on the fourth Tuesday of each month between September and June, save and except for:</p> <ul style="list-style-type: none"> <li>the month of November when the regular Board meeting will be held on the third Tuesday of the month; and <del>save and except for</del></li> <li>the month of December when the regular Board meeting will be held on the first Tuesday of the month, <del>and save and except for</del></li> <li><del>the month of June when the regular meeting of the Board shall be held on the fourth Monday of the month.</del></li> </ul> <p>Should any Tuesday <del>or Monday</del> fall on a statutory or civic holiday, the Board shall meet on the evening of the following day at the same hour, or as otherwise decided by the Board. Committee of the Whole shall commence at 6:15 p.m. and the regular Board meeting, public session, shall commence at 7:00 p.m.</p>	(h) Legislative Change to Organization Meeting Date
J-1	<p>In each municipal election year, at the November Board meeting, the following meetings will be held:</p> <p>i) Organization Meeting at 6:00 p.m. – for order of business as set out in By-Law F-1 and the Declaration of Office</p> <p>ii) Committee of the Whole Meeting at 6:15 p.m.</p> <p>iii) Inaugural Meeting of the Board at 7:00 p.m. – for the regular Board meeting, public session, unless otherwise determined by Board Motion.</p> <p><del>the Inaugural Meeting of the Board shall be held on the first Board meeting in December following the Organization Meeting, at the hour of 6:15 p.m. for Committee of the Whole and 7:00 p.m. for the regular Board meeting, public session, unless otherwise determined by Board motion</del></p>	(h) Legislative Change to Organization Meeting Date

## 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

- a) Trustees will be asked to confirm DSBN representatives for Voting Delegate and Alternate Voting Delegate for the Ontario Public School Boards' Association Annual General Meeting in June 2022.

### Recommended Motions:

"That Trustee Kate Baggott hold the position of Voting Delegate for OPSBA's Annual General Meeting in June 2022."

"That Trustee \_\_\_\_\_ hold the position of Alternate Voting Delegate for OPSBA's Annual General Meeting in June 2022."

- b) OPSBA Policy Resolutions

Trustees will be asked to provide feedback and direction to DSBN's Voting Delegate and Alternate Voting Delegate on the member board policy resolutions that will be considered at OPSBA's AGM meeting in June 2022.

## 6. Future Meetings

[Pages 118-119](#)

- c) June Meeting Calendar  
d) June Days of Significance Calendar

## 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 May 24, 2022, 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, APRIL 26, 2022

Private Session: 6:15 p.m. – 6:21 p.m. | Public Session: 7:00 p.m. – 8:19 p.m. (Virtual Meetings)

### ATTENDANCE

#### BOARD

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

#### STUDENT TRUSTEES

Tiya Patel, Salony Sharma, Kya Steinbach-Parker

#### OFFICIALS

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

#### RECORDING SECRETARY

Jennifer McGugan

#### TECHNICAL SUPPORT

Wendy Coit, Darlene Duncan, Nate Burns

### 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.

Trustee Maves and Trustee Fast provided regrets and were absent.

# BOARD MEETING MINUTES

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## 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 Nancy Beamer

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

**CARRIED**

Moved by Elizabeth Klassen

Seconded by Sue Barnett

“That the Board return to Open meeting.”

**CARRIED**

The Board returned to open meeting at 6:21 p.m.

## C. SINGING OF ‘O CANADA’

The Board stood as ‘*O Canada*’ was performed by Riverview Public School Choir, via video.

## D. REFLECTIVE READING

Student Trustee Kya Steinbach-Parker shared a reflective reading.

## E. BUSINESS OF THE BOARD

### 1. Adoption of the Agenda

Moved by Alex Bradnam

Seconded by Lora Campbell

“That the Agenda be adopted.”

**CARRIED**

### 2. Approval of Board Minutes

Moved by Elizabeth Klassen

Seconded by Shannon Mitchell

“That the Minutes of the Regular Meeting of the District School Board of Niagara dated March 22, 2022, 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 Doug Newton

Seconded by Dave Schaubel

“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 for Extraordinary Contributions

- **Educational Assistant Support Team, Senator Gibson Public School**

Via video, Director Hoshizaki recognized the Educational Assistant Support Team at Senator Gibson who support students in the Fundamental Skills Program, the Structured Strategies Program and throughout the school. Team members are Alexis Candler, Samantha Casement, Dylan Cubitt, Carol Holubowsky, Brandon Johnston, Jennifer McKnight, Lynette Meecham, Caroline Put, and Melanie Ryan. The team is an integral part of creating a culture of caring and they model inclusion by understanding the importance of knowing each learner to support student well-being and academic success. They are the first to help when a need arises in school and they continuously model teamwork, and respect and help students to learn positive strategies and skills. Director Hoshizaki presented the Senator Gibson Educational Assistant Support Team with a token of the Board’s appreciation for their contributions.

- **Jeff Hale, Head Custodian, Mike Cam, Day Custodian, and the Night Custodial Crew, Westlane Secondary School**

Via video, Director Hoshizaki recognized the strong custodial staff at Westlane Secondary School led by head custodian Jeff Hale, and day custodian Mike Cam who are both hard-working, approachable, and committed to their roles at Westlane. The pride and commitment they have for their school, staff, students, and community is evident. Jeff and Mike are quick to acknowledge the outstanding work of the night custodial crew: Danny Vescio, Abby Doney, Mary Anne Martin, Pete Rustico, Debbie Ruttan, Roxanne Stefanac and Jane Zabor. Director Hoshizaki presented these Westlane staff members with a token of the Board’s appreciation for their extraordinary contributions.



### b) Director's Report

- **"Trade"ing Indigenous Cuisine**

Director Hoshizaki reported that Indigenous students from all three Niagara Falls secondary schools participated in the "Trade"ing Indigenous Cuisine Culinary Event at Stamford Collegiate on April 20, 2022, as part of the Ontario Youth Apprenticeship Program (OYAP). Fort Erie Secondary School graduate, Pauline Cotter, shared her culinary skills as an Indigenous chef and role model for students. Students learned about Indigenous culture and the support that Niagara Peninsula Aboriginal Area Management Board offers as they transition to post-secondary and career opportunities supported by OYAP.

- **Career Fair for Indigenous Students**

Director Hoshizaki shared that Niagara College and Brock University hosted a Career Fair for local secondary students at the Niagara Regional Native Centre on March 29, 2022. There were 36 DSBN students that attended and had the opportunity to interact with Indigenous post-secondary students, community organizations and peers, and build new connections, friendships, and support for their future.

- **Niagara Chapter – Native Women (NCNW) Blockers and Attackers Event**

Director Hoshizaki noted that the DSBN was proud to be an Eagle Feather sponsor of the NCNW Blockers and Attackers event on April 8 and 9. The event showcased talented female athletes who connected their identity and culture to their successes. Participants heard how critical it is to maintain an Indigenous identity for healthy self-esteem and lifelong success while bonding over their shared interest in sports.

- **Forest of Reading/ Forêt de la lecture Student Conference**

Director Hoshizaki shared that after a two-year pause, the annual DSBN Forest of Reading event was held on April 21, 2022, at the Niagara Falls Convention Centre. This celebration is the culminating event for students in Grade 7 and 8 who have participated in the OLA Forest of Reading® program within their schools. There were over 460 students in attendance that had the opportunity to connect with their peers and educators from across the DSBN who share a passion for reading.

- **Provincial Champions**

Director Hoshizaki reported that the Governor Simcoe Secondary School Redcoats robotics team travelled to the FIRST Robotics WORLD Championship in Houston Texas, which runs from April 20 to 23. They will compete against 450 teams from across the globe.

## 2. Educational Showcases

### a) Celebrating Earth Week

Superintendent Hancox shared that over 23,000 elementary and secondary students and staff spent time in their schoolyards and local green spaces as part of a challenge, organized by the Outdoor Education team, to take learning outside. Outdoor learning resources and tools were shared to assist elementary and secondary educators. Superintendent Reimer Friesen noted that the Elementary Curriculum Support Services team launched an Earth Week campaign, featuring a toolkit of teaching and learning materials. DSBN hosted its first Earth Day live event on Friday, April 22<sup>nd</sup> featuring presentations from Indigenous StoryTeller Isaac Murdoch and Canadian Environmental Activist David

Suzuki, and a series of video success stories showcasing some of the exciting eco-initiatives happening in schools. Superintendent Reimer Friesen introduced a short video of the event highlighting both the outdoor learning and Earth Day events.

**b) Creating a Quiet Meditation/Multi-Faith Room at Welland Centennial Secondary School**

Superintendent Smith noted the DSBN's commitment to fostering diverse, equitable, and inclusive learning and working environments. The DSBN recognizes and embraces the religious diversity represented in its students, staff, and community members. Human Rights Advisor, Maryam Safdar Ali, highlighted a recent initiative that involved establishing quiet meditation/multi-faith rooms at the education centre and DSBN schools, for all students and staff of all faiths and beliefs to use to pray, worship, meditate, and/or reflect. A video was shared that was created by the DSBN communication team about Welland Centennial secondary school's meditation/multi-faith room.

## G. STUDENT ACHIEVEMENT REPORT

There were no student achievement reports.

## H. DELEGATIONS

There were no delegations.

## I. BOARD RECESS

There was no Board recess.

## J. OLD BUSINESS

### 1. Ad Hoc Strategic Planning Committee

Moved by Kate Baggott

Seconded by Nancy Beamer

"That the report of the Ad Hoc Strategic Planning Committee dated March 21, 2022, be received."

**CARRIED**

Trustee Klassen reported that at the March 21 meeting an overview of the purpose and timelines of the Strategic Plan 2022-27 was presented. She shared that input from all stakeholders will be sought and the plan will be presented to the Board of Trustees for approval prior to the end of this Board's Term.

### 2. Report of the Program and Planning Committee

Moved by Alex Bradnam

Seconded by Lora Campbell

"That the report of the Program and Planning Committee dated April 5, 2022, be received."

“That the Board of Trustees approve the elementary boundary change to establish the boundaries for Kate S. Durdan PS and the new Niagara Falls elementary PS as shown on Appendix A;

That the boundary change takes effect on the day after the Board of Trustees approval and all new registering students within the Niagara Falls elementary school boundary will attend James Morden PS until the new school is open after which students will attend their respective home school;

That existing students within the new Niagara Falls elementary school boundary currently attending Kate S. Durdan PS have the option to temporarily attend James Morden PS;

That the school boundaries be updated accordingly.”

“That the Board support the DSBN Toolkit for Supporting Students who have Experienced Sexual Violence.”

**CARRIED**

Trustee Schaubel provided an update on the April 5th meeting where the Committee received presentations on the new Niagara Falls Elementary Public School temporary school boundary holding at James Morden Public School, the Toolkit for Supporting Students who have Experienced Sexual Violence, the New Elementary Science and Technology Curriculum, and the New Primary and Junior EQAO Assessment.

In response to questions, Board Lawyer, Jennifer Feren, stated that just as required under the Niagara Regional Police Services Protocol, the parent(s)/guardian(s) should be contacted first, and where they are not able to be contacted the school principal can stand in loco parentis. She stated that if a student chooses not to have a parent/guardian or staff member present the interview would not happen on school property. She also noted that the Niagara Regional Police Services Protocol is being reviewed with the co-terminus board and NRPS.

In response to a question, Superintendent St. John shared that all students have access to the supports available in schools, such as social workers. Students who have experienced trauma, or any student that may require support, can connect with school staff to access available resources.

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

**Moved by Elizabeth Klassen**

**Seconded by Shannon Mitchell**

“That the report of the Supervised Alternative Learning Committee dated April 6, 2022, be received.”

**CARRIED**

Trustee Campbell reported that at the April SAL Committee no new applications were brought forward. The Committee reviewed the progress of twenty-two current SAL plans. Twenty-one students are currently active and compliant with their SAL plans. One case is being discontinued because the student has returned to in-person learning.

## 4. Report of the Parent Involvement Committee

Moved by Doug Newton

Seconded by Dave Schaubel

“That the report of the Parent Involvement Committee dated April 6, 2022, be received.”

**CARRIED**

Trustee Newton provided an update on the PIC Speaker Series Spring Sessions including the March 30<sup>th</sup> presentation with Dr. Susan Dion on Braided Learning: Illuminating Indigenous Presence through Art and Story, and upcoming sessions with Online Safety Expert, Paul Davis. Also presented were updates on the Kindergarten Open Houses, in-person elementary and secondary June Graduation ceremonies, online EQAO assessment format, Education Foundation of Niagara’s Prom Project, and an overview of the DSBN’s new Toolkit for Supporting Students Who Have Experienced Sexual Violence. During the last PIC meeting in May, the Committee will discuss and plan the final speakers for the remainder of this year’s Speaker Series.

## 5. Ad Hoc Governance Committee

Moved by Kate Baggott

Seconded by Nancy Beamer

“That the reports of the Ad Hoc Governance Committee dated, March 28, 2022, and April 11, 2022, be received.”

“That the District School Board of Niagara (DSBN) request the Niagara Indigenous Community to name one person to represent, on the Board, the interests of Niagara Indigenous students;

That the Board appoint the named representative as a member of the Board;

That the member appointed to the Board serve on the same term cycle as publicly elected trustees (November 2022 – 2026);

That the District School Board of Niagara correspond with the Ministry of Education to confirm the voting rights of the DSBN Indigenous trustee.”

“That the draft District School Board of Niagara Code of Conduct (2022-2026) as presented be approved; and

That the District School Board of Niagara Code of Conduct (2022-2026) form part of the Trustee Handbook; and

That the District School Board of Niagara Code of Conduct (2022-2026) be implemented and take effect at the commencement of the new term of the Board of Trustees.”

### **CARRIED**

Trustee Newton reported that the topic of in-person board meetings was discussed and will be revisited for further discussion at a future meeting. He reported the Committee supports adding an Indigenous Trustee to the Board of Trustees, that with the Board's approval will involve sending a letter to the Ministry of Education seeking support and engaging the Indigenous community to name a representative. The Committee recommended the approval of the draft amended Code of Conduct.

In response to questions, Director Hoshizaki clarified that should Board members elect to return to in-person meetings this year, meetings would proceed as hybrid and all senior staff would participate remotely.

### **6. Report of the Special Education Advisory Committee**

**Moved by Alex Bradnam**

**Seconded by Lora Campbell**

"That the report of the Special Education Advisory Committee dated April 14, 2022, be received."

### **CARRIED**

Trustee Mitchell shared the Committee received a video student voice presentation from a kind, positive, and enthusiastic student who shared the importance of April being a special month where people wear tie-dye to raise awareness and "Celebrate the Spectrum" for students like him who have autism. The Committee was provided with updates on class transitions, as well as the planning of inclusive summer programming to be offered for students from kindergarten to grade 12 during the month of July. Highlights from the Board meeting were shared including the strong participation of high school students competing in the 24th annual Technological Skills Challenges and intermediate students participating in the Try a Trade program, information on serving Multi-Language Learners, and a presentation on Sovereignty and Equity led by Student Achievement Leader of Indigenous Education, Georgie Groat.

### **7. Report of the Student Trustee Senate**

**Moved by Tya Patel**

**Seconded by Salony Sharma and Kya Steinbach-Parker**

"That the report of the Student Trustee Senate dated April 19, 2022, be received."

Trustee Sharma provided an update on the Student Trustee Senate elections for the 2022-24 term held in-person on April 19. Trustee Sharma announced that Julianna Marcel from Greater Fort Erie Secondary School has been elected as the incoming Student Trustee. Trustee Patel shared that also on April 19 was an in-person Student Trustee Senate meeting where Student Trustees informed the Senate about the DSBN's Toolkit for Supporting Students Who Have Experienced Sexual Violence, a document that provides guidance and defines the roles and responsibilities of staff when students disclose an incident of sexual violence. Senators also received presentations about Health & Physical Education classes

shifting from gendered classes to open and inclusive in the next school year and the implementation of Quiet Meditation and Multi-Faith Spaces in schools across the board. Trustee Steinbach-Parker reported that the Ontario Student Trustee Association Annual General Meeting is on May 26-29 in downtown Toronto. Also, she provided an update on her ongoing work with the Indigenous Student Leadership Circle, presentations from the Niagara Regional Native Centre and Fort Erie Native Friendship Centre, and the Indigenous Career Fair on March 29.

### 8. Report of the Finance Committee

**Moved by Elizabeth Klassen**

**Seconded by Shannon Mitchell**

“That the report of the Finance Committee dated April 20, 2022, be received.”

“That Policy A-03 be approved as amended and adopted.”

“That Policy A-04 be approved as amended and adopted.”

“That Policy A-06 be approved as amended and adopted.”

“That Policy A-07 be approved as amended and adopted.”

“That Policy B-01 be approved as amended and adopted.”

“That Borrowing Resolution 2021-03 authorizing the Board to borrow up to \$15,927,346 for the short-term financing of Ministry funded capital projects, pursuant to the provisions of section 243(1) of the Education Act, be approved; and

“That Borrowing Resolution 2021-04 authorizing the Board to borrow up to \$2,754,344 for the short-term financing of Ministry funded capital projects, pursuant to the provisions of section 243(1) of the Education Act, be approved.”

“That the 2021-22 Interim Financial Report for the period ending February 28, 2022, and the corresponding changes in revenues and expenditures, be received.”

“That the Multi-Year Capital Plan be received, and staff be authorized to proceed with all identified projects up to and including the 2022-23 year, subject to confirmation of necessary Ministry of Education approvals.”

“That the Summary of Accounts paid for the month of January, February and March 2022, totaling \$83,279,074 be received.”

“That the Award of Contracts Summary for the period ended March 31, 2022, be received.”

Superintendent Veld reported that Policies that have financial implications to the Board were presented to the Committee for approval. The Committee approved two borrowing by-laws to support borrowing

immediately under the Capital Priorities funding program. Controller of Finance, Nicky Westlake, presented the second Interim Financial Report for the period ending February 28, 2022. The Multi-Year Capital Plan for the 2022-23 year was presented to the Committee to address various capital needs within the DSBN. Controller Westlake presented the Summary of Accounts report which summarizes the cash outflow of expenditures paid during the months of January, February, and March 2022. The Summary of Award of Contracts was presented to Trustees to provide information with respect to the two contracts awarded between January 1, 2022, and March 31, 2022, which were for the St. Catharines Collegiate synthetic field and for Ventilation Upgrades at Ferndale Public School. The proposed 2022-23 budget will be presented for Trustee approval at the next meeting on May 24.

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

In response to a question, Director Hoshizaki noted that absentee data regarding masking is not available.

In response to a question, Jennifer Feren noted that the DSBN must adhere to the Ministry's decision to not require masks. The DSBN supports students to continue masking, encourages students to stay home if they are sick and continues with cleaning and hygiene protocols.

In response to a question, Director Hoshizaki reported that strategies are in place to support staff absences and ensure jobs are filled.

### **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**

There was no correspondence received.

## 4. Trustee Communications and School Liaison

Trustee Newton shared that he visited Smith Public School along with Trustee Klassen to support a grade 2 student who authored a book titled "I Am a Great Friend". The book highlights the importance of being kind and a good friend to others. Trustees Newton and Klassen provided copies of the book to students at Smith Public School.

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

Trustee Baggott reminded the Board of the OPSBA 2022 AGM being held June 9 to 11, 2022 in Ottawa and the 2022 CSBA Congress in Saskatoon.

## 6. Future Meetings

The calendar of May 2022 meetings was provided.  
The May Days of Significance calendar was provided.

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

Moved by Doug Newton

Seconded by Dave Schaubel

"That the business transacted by the Board of Trustees at its meeting held on April 26, 2022, 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 Kate Baggott

Seconded by Nancy Beamer

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

**CARRIED**

The meeting adjourned at 8:19 p.m.

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**SUE BARNETT**

Chair

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**WARREN HOSHIZAKI**

Director of Education and Secretary



## Director's Report and Recognition

May 24, 2022

### DIRECTOR'S RECOGNITION FOR EXTRAORDINARY CONTRIBUTIONS

Krystal Kirk, Elementary School Secretary, Peace Bridge Public School

Peace Bridge Public School would like to acknowledge Krystal Kirk as an outstanding Polar Bear and were excited to nominate her for the Director's Recognition for Extraordinary Contributions Award.

Krystal has served the Peace Bridge School community as head secretary for the last three years. She is a highly dedicated member of the school team who always goes above and beyond in serving the staff, parents/guardians, and especially, the students at Peace Bridge. Krystal is the heart and soul of the school. Over the years, she has developed strong connections with the community, students, and staff. She is a wonderful listener and gives encouragement to everyone she meets.

Krystal understands the importance of teamwork and serving the Peace Bridge community. Krystal's can-do attitude continues to have a positive and lasting impact on the school community. From providing band-aids, to lending her ear, for being a shoulder to cry on, Krystal takes care of everyone all the time. She always goes above and beyond to make difficult situations better. Krystal is a highly respected member of the school community and an invaluable member of the Peace Bridge team.

Students have said the following about "Miss Krystal":

*Miss Krystal helps kids when they are feeling sad and when they're hurt. - Emily*

*Thank you for everything you do! You are amazing at your job. You make everyone feel welcome in our school. I love it when you call people friend or girl. When someone is hurt you ask if they are okay and give them ice or band aids when we need them. You have amazing style and are always friendly. You are the best and fantastic. We all love you!" - Bentley*

*She is always trying to make people feel better. If you fall, she gets you a band-aid or ice.  
- Vikram*

*Mrs. Kirk is always someone I can go talk to whether I am mad, happy, or sad and she is always someone who is positive and helps us.*

Krystal welcomes all new faces to the office and always makes them feel like they are part of the team from the moment they set foot in the office. She demonstrates leadership, care and compassion to students and has built a warm and open culture in the main office and beyond.

[dsbn.org](https://dsbn.org)

## REPORT TO BOARD

Tuesday, May 24, 2022

Krystal works hard to maintain open and honest communication with parents/guardians which has fostered meaningful relationships in the school community built on trust and respect. Words cannot express how much Peace Bridge appreciates Krystal and how valued she is as a member of the Peace Bridge Polar Bear community. Congratulations on receiving this award!

## DIRECTOR'S REPORT

### Music Monday

On Monday, May 2, DSBN students participated in the 15<sup>th</sup> Annual Music Monday. Schools were invited to sing *The Music Lives Within Me* (composed by students at Laura Secord SS) or celebrate the joy of music in creative ways.



Highlights from the day included students from Beamsville and Grimsby Secondary Schools along with their feeder schools playing in a band together. In addition, Port Colborne HS and McKay PS sang O'Canada together, accompanied by the Port High Band, and planned a day of learning about music with instrument creation.

### Kindergarten Open House

On May 12, for the first time in two years, all DSBN elementary schools welcomed new Junior Kindergarten students and their families for an in-person visit. School teams thoughtfully planned their Open House to reflect their school community's needs. Special elements included welcome signs designed by the Kindergarten students, bulletin boards highlighting student learning, purposefully-planned stations for students to interact and meet new friends, and Kinder goodie bags containing a Barkley stuffed animal and book. A renewed sense of community and excitement for September was felt in all schools.



## REPORT TO BOARD

Tuesday, May 24, 2022

### Niagara Nutrition Partners Recognize Rosemary O'Grady

At the beginning of May, staff from Niagara Nutrition Partners made a surprise visit to Quaker Road Public School to recognize Rosemary O'Grady, a beloved Educational Assistant, who has done an incredible job coordinating their Breakfast Program for more than 15 years! Congratulations on this well-deserved recognition.



### Isaac Murdoch

On May 5, Isaac Murdoch, who is fish clan from the Serpent River First Nation, led a live event for elementary students and teachers. Isaac began with a short presentation about the importance of connecting with the land and encouraging students to be caretakers of Mother Earth. After he spoke, students had a chance to ask him questions. Approximately 2500 DSBN students and educators took part in the session.



**MONDAY, MAY 2, 2022**

Open Session: 5:00 P.M. – 6:00 P.M. (Virtual Meeting via MS Teams)

## **AD HOC GOVERNANCE COMMITTEE MINUTES**

### **ATTENDANCE**

#### **Trustee Committee Members**

Trustee Doug Newton (Chair)

Trustee Nancy Beamer

Trustee Alex Bradnam

Trustee Lora Campbell

Trustee Elizabeth Klassen

#### **Administration/Resource**

Warren Hoshizaki – Director of Education

Karen Bellamy – Executive Assistant to Director of Education

Jennifer Feren – Board Lawyer

#### **Trustee/Board Employee Guests**

Trustee Sue Barnett

Student Trustee Tiya Patel

#### **Recording Secretary**

Kerry Baker – Legal Assistant to the Board Lawyer

### **1. CALL TO ORDER / WELCOME**

Chair Doug Newton called the meeting to order at 5:00 p.m. and welcomed the Trustees to the Ad Hoc Governance Committee meeting.

Quorum was met.

### **2. APPROVAL OF AGENDA**

The Agenda was reviewed and approved.

**Moved by Trustee Alex Bradnam**  
**Seconded by Trustee Lora Campbell**

**“That the Agenda of the Ad Hoc Governance Committee is approved.”**

**CARRIED**

### **3. BUSINESS ARISING FROM THE MINUTES**

#### **A. In-person Board and Committee Meetings**

**Moved by Trustee Alex Bradnam**  
**Seconded by Trustee Elizabeth Klassen**

**“That the Board return to a hybrid Board and Committee of the Whole meeting for the June 27, 2022 meeting date.”**

**CARRIED**

In the discussion, Trustees shared their thoughts on the timing to return to in-person Board and Committee meetings. Some shared their comfort at returning to in person meetings in June, which would provide the Student Trustees an opportunity to participate in at least one meeting in the Board room prior to the end of the school year and suggested waiting until June would allow a further four weeks to see the status of the virus in the community. Others shared concerns for people with immunity issues and indicated a desire to consider returning in September. Other Trustees recognized that if Trustees wished to come to an in-person meeting, it may need to proceed without senior staff that are regularly in schools. In response, it was clarified by Director Hoshizaki that if hybrid Board and Committee of the Whole meetings were to begin, senior staff would not be in attendance at a May meeting and an evaluation at the time would be considered for the June meeting. Director Hoshizaki confirmed that the Ministry had been requested by one Board to continue the waiver of in-person meeting requirements beyond November. After further discussion, Trustees considered proceeding with a hybrid meeting where those Trustees who wished to be present in the Board room could attend with their laptops and some could continue to attend virtually.

### **4. NEW BUSINESS**

#### **A. DSBN By-Laws and Rules of Order Amendments**

##### **(a) Equity and Inclusion Modifications**

##### **(b) Committee Meetings:** **(i) Notice of Committee Meetings**

## AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 2, 2022



(ii) Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee

(iv) Closed Meeting Committee

(v) Committee Nomination Process

(d) Signing Officers

(e) Scrutineers

(f) Adjournment

Moved by Trustee Alex Bradnam

Seconded by Trustee Elizabeth Klassen

“That the recommended amendments to the Board By-Laws and Rules of Order that follow in the table below be approved.”

“That the Board Lawyer be directed, in accordance with the Board By-Law and Rules of Order, section Q-2, to deliver Notice of Recommended Motion at the Board Meeting to be held on May 24, 2022 for consideration of this Committee’s recommended amendments to the Board’s By-Laws and Rules of Order that follow in the table below, such that:

- (i) the recommendations from the Ad Hoc Governance Committee that follow in the table below shall come forward for consideration at the Board meeting scheduled for June 27, 2022; and
- (ii) such amendments to take effect at the commencement of the new term for Board Trustees, being November 1, 2022.”

		Ad Hoc Governance Committee Mandate Topic Reference
F-3	It shall be necessary for the conduct of business at the annual Organization Meeting that there be a quorum, which means more than half of the elected members of the Board present. Should there not be a quorum of Board members present at the annual Organization Meeting, then the said meeting of the Board shall be postponed for a period not exceeding seven days at the call of the Director or in his their absence, by a decision of the designated supervisory officer selected by the Director.	(a) Equity and Inclusion Modifications
F-9	The Chairperson may indicate whether he or she they wishes to be addressed using a variant of “Chairperson.”	(a) Equity and Inclusion Modifications
R-18	Every member shall confine him/herself themselves to the question in debate and shall avoid all discourteous language and indulging in personalities.	(a) Equity and Inclusion Modifications

# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 2, 2022



O-15	Every meeting of a committee shall be called by a notice mailed or emailed (to the member's DSBN email address) by the Secretary of the committee to reach each Board member at least forty-eight (48) hours before such meeting.	(b) Committee Meetings – (i) Notice of Committee Meetings															
L-2	Statutory Committees are committees prescribed by provincial legislation and include: Audit Committee, Special Education Advisory Committee, Supervised Alternative Learning Committee, Parent Involvement Committee, and Student Trustee Senate.	(b) Committee Meetings – (ii) Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee															
L-3	Standing Committees are committees dealing with specific aspects of Board business on a continuing basis. Standing Committees of the Board shall serve as forums for discussion and for the formation of recommendations to the Board and staff and include: Policy Advisory Committee, Program and Planning Committee, Finance Committee, Negotiations Committee, and Equity, Inclusion and Anti-Racism Trustee Advisory Committee.	(b) Committee Meetings – (ii) Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee															
L-6	<p>There shall be the following committees of the Board with each Board member required to sit on two (2) Standing or Statutory Committees.</p> <table border="1"> <tr> <td>Statutory (s. 253.1 &amp; Reg. 361/10)</td><td>• Audit Committee.....</td><td>3 Board Members</td></tr> <tr> <td>Standing</td><td>• Policy Advisory Committee.....</td><td>5 Board Members</td></tr> <tr> <td>Standing</td><td>• Program and Planning Committee.....</td><td>5 Board Members</td></tr> <tr> <td>Standing</td><td>• Finance Committee.....</td><td>4 Board Members</td></tr> <tr> <td>Statutory (s. 68 &amp; Reg. 464/97)</td><td>• Special Education Advisory Committee (SEAC).....</td><td>2 Board Members plus 2 appointed Board Member Alternates (this is a legislated</td></tr> </table>	Statutory (s. 253.1 & Reg. 361/10)	• Audit Committee.....	3 Board Members	Standing	• Policy Advisory Committee.....	5 Board Members	Standing	• Program and Planning Committee.....	5 Board Members	Standing	• Finance Committee.....	4 Board Members	Statutory (s. 68 & Reg. 464/97)	• Special Education Advisory Committee (SEAC).....	2 Board Members plus 2 appointed Board Member Alternates (this is a legislated	(b) Committee Meetings – (ii) Identifying Statutory and Standing Committees & (iii) Equity, Inclusion and Anti-Racism Trustee Advisory Committee
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Standing	• Program and Planning Committee.....	5 Board Members															
Standing	• Finance Committee.....	4 Board Members															
Statutory (s. 68 & Reg. 464/97)	• Special Education Advisory Committee (SEAC).....	2 Board Members plus 2 appointed Board Member Alternates (this is a legislated															

# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 2, 2022



		four (4) year term)	
Statutory (Reg 374/10)	• Supervised Alternative Learning Committee (SAL).....	1 Board Member	
Statutory (Reg. 674/20)	• Parent Involvement Committee.....	2 Board Members	
Statutory (s. 67 & Reg. 7/07)	• Student Trustee Senate.....	2 Board Members plus 2 Student Trustees	
Standing	• Equity, Inclusion and Anti-Racism Trustee Advisory Committee.....	5 Board Members	
Ad Hoc	• Ad Hoc Code of Conduct Investigation Committee.....	4 Board Members (Chair, Vice-Chair plus 2-3 appointed Board Member Alternates (this is a four (4) year term)	
Ad Hoc	• Ad Hoc Student Discipline Committee.....	3 Board Members (legislated minimum)	
Ad Hoc	• Ad Hoc Negotiations Committee.....	2 Board Members for each contract	
Ad Hoc	• Ad Hoc Properties Disposal Committee.....	3 Board Members	



# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 2, 2022



	<table><tr><td></td><td></td><td>(Chair of Program and Planning Committee, Chair of Finance Committee, and Chair of the Board, or designate)</td></tr><tr><td></td><td colspan="2">Other Ad Hoc Committees will be established as required.</td></tr></table>			(Chair of Program and Planning Committee, Chair of Finance Committee, and Chair of the Board, or designate)		Other Ad Hoc Committees will be established as required.		
		(Chair of Program and Planning Committee, Chair of Finance Committee, and Chair of the Board, or designate)						
	Other Ad Hoc Committees will be established as required.							
O-9	<p>It is the policy of the Board that meetings of the committees of the Board shall be open to the public except:</p> <ul style="list-style-type: none"><li>a) Committee of the Whole Board</li><li>b) Ad Hoc Negotiations Committee</li><li>c) <del>Program and Planning</del> Finance Committee when it is considering the sale, lease or acquisition of property</li><li>d) Ad Hoc Properties Disposal Committee</li><li>e) Ad Hoc Student Discipline Committee</li><li>f) Other committees as designated from time to time by the Board.</li></ul>	(b) Committee Meetings – (iv) Closed Meeting Committees						
L-1	<p>Trustees are elected to a four (4) year term of office on the Board. At the start of the term and approximately two (2) years into the term of office there will be opportunities to change Trustee membership on Standing and Statutory Committees, save and except for the Special Education Advisory Committee (SEAC) and the Ad Hoc Code of Conduct Investigation Committee, which both require a four (4) year term commitment.</p> <ul style="list-style-type: none"><li>a) At the Organization Meeting in an election year the Trustees will submit their committee preferences to the Director’s Office and, thereafter, the Director, <del>Chair and Vice Chair</del> and the Nominating Committee (as set out in By-Law L-4) of the Board will meet to consider the preferences submitted and then to assign Trustees to serve on Standing, and Statutory and Ad Hoc Committees. The selection of Committee Chairs will occur in accordance with By-Laws O-23 and O-24.</li><li>b) Nineteen (19) months after the newly elected Trustees take office, the Trustees shall again submit their committee preferences to the Director’s Office by the first Board meeting in June and, thereafter, the Director, <del>Chair and Vice Chair</del> and the Nominating Committee (as</li></ul>	(b) Committee Meetings – (v) Committee Nomination Process						

# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 2, 2022



	<p>set out in By-Law L-4) of the Board will meet to consider the preferences submitted and then to assign the Trustees to serve on Standing, and Statutory and Ad Hoc Committees effective September 1<sup>st</sup> of that same year. The selection of Committee Chairs will occur in accordance with By-Laws O-23 and O-24.</p>	
L-4	<p><del>The Board members will indicate their preference for committees to the Nominating Committee.</del> The membership of the Nominating Committee shall be comprised of the Chairperson, the Vice-Chairperson, and one Board member selected at large by the Chairperson. The mandate of the Nominating Committee is to receive each Board member's preference for committees, preferably electronically, and subsequently allocate committee assignments to each Board member assign the Trustees to committees as set out in By-Law L-1.</p>	(b) Committee Meetings – (v) Committee Nomination Process
B-2	<p><b>SIGNING OFFICERS – GOVERNANCE DOCUMENTS</b> The Board shall by resolution appoint by name the Chairperson of the Board or the Vice-Chairperson of the Board, and the Director of Education or the Treasurer as signing officers of the Board for matters concerning corporate governance, including without limitation, DSBN Board Minutes, DSBN Audited Financial Statements, Local Collective Agreements, real estate agreements of purchase and sale and real estate closing documents. In the Director of Education or Treasurer's absence, the Director may designate another supervisory officer to be a signing officer for the Board.</p>	(d) Signing Officers
B-3	<p><b>SIGNING OFFICERS – CHEQUE SIGNING</b> The Board shall by resolution appoint by name the Chairperson of the Board or the Vice-Chairperson of the Board, and the Treasurer as cheque signing officers of the Board. <del>In the Treasurer's absence, the Treasurer may designate an appropriate business official to be a cheque signing officer of the Board. That for the payment of the accounts, automatic cheque signing equipment be used bearing the signature of the Chairperson and Treasurer of the Board.</del> For the purpose of paying the accounts, the Board authorizes the use of automatic cheque signing equipment bearing the signature of the Chairperson and Treasurer of the Board.</p>	(d) Signing Officers
B-4	<p><b>SIGNING OFFICERS – OPERATIONAL DOCUMENTS</b> The Board shall by resolution appoint by name, the Director of Education or the Treasurer as signing officers of the Board for operational matters concerning the day-to-day management of the Board as entrusted by the Board to staff through the Board's Director of Education under the <i>Education Act</i>.</p>	(d) Signing Officers
F-5	<p>The Secretary shall name two scrutineers appointed for the election of the Chairperson and Vice-Chairperson. At the request of a Trustee, the Board</p>	(e) Scrutineers

## AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 2, 2022



	<p>may by majority vote, also approve the appointment of a disinterested party to serve as a third scrutineer for the election of Chairperson and/or Vice-Chairperson. Trustees must submit in writing the name of a proposed third scrutineer on or before 12:00 noon one week prior to the Organization Meeting along with a signed and dated statement from the proposed third scrutineer that the proposed scrutineer has:</p> <ul style="list-style-type: none"><li>• no direct nor indirect conflict of interest or any direct or indirect pecuniary interest in the affairs of the District School Board of Niagara</li><li>• no direct nor indirect conflict of interest in the election of the Chair and Vice-Chair</li><li>• not received any direct nor indirect personal advantage, gift nor promise of same for standing as a disinterested third scrutineer.</li></ul>	
R-36.1	<p>No motion to adjourn is required to close a meeting at the end of the Agenda. When all the business and purposes of a meeting have been attended to under the Agenda and the Chair is satisfied there is no other business that should be dealt with, they simply announce that the meeting is closed.</p>	(f) Adjournment

### CARRIED

At the meeting, Jennifer Feren reviewed each of the reports listed on the Agenda under DSBN By-Laws and Rules of Order Amendments dated May 2, 2022 with Committee members and attending Trustees, outlining the reasons for the proposed amendments and invited questions of clarification from the Trustees.

## 5. NEXT MEETING

The next meeting will be Monday, May 16, 2022 at 5:00 p.m.

## 6. ADJOURNMENT

Moved by Trustee Nancy Beamer  
Seconded by Trustee Elizabeth Klassen

“That the meeting of the Ad Hoc Governance Committee be now adjourned.”

### CARRIED

The meeting of the Ad Hoc Governance Committee adjourned at 5:28 p.m.

**MONDAY, MAY 16, 2022**

Open Session: 5:00 P.M. – 6:00 P.M. (Virtual Meeting via MS Teams)

## **AD HOC GOVERNANCE COMMITTEE MINUTES**

### **ATTENDANCE**

#### **Trustee Committee Members**

Trustee Doug Newton (Chair)

Trustee Nancy Beamer

Trustee Alex Bradnam

Trustee Lora Campbell

Trustee Elizabeth Klassen – Regrets

Trustee Sue Barnett (designated alternate)

#### **Administration/Resource**

Karen Bellamy – Executive Assistant to Director of Education

Jennifer Feren – Board Lawyer

#### **Recording Secretary**

Kerry Baker – Legal Assistant to the Board Lawyer

### **1. CALL TO ORDER / WELCOME**

Chair Doug Newton called the meeting to order at 5:01 p.m. and welcomed the Trustees to the Ad Hoc Governance Committee meeting.

Quorum was met.

### **2. APPROVAL OF AGENDA**

The Agenda was reviewed and approved.

**Moved by Trustee Sue Barnett**

**Seconded by Trustee Alex Bradnam**

**“That the Agenda of the Ad Hoc Governance Committee is approved.”**

**CARRIED**

**3. BUSINESS ARISING FROM THE MINUTES**

None

**4. NEW BUSINESS**

**A. DSBN By-Laws and Rules of Order Amendments:**

- (c) Electronic Attendance
- (g) Updating Terminology
- (h) Legislative Change to Organization Meeting Date

**B. Policy A-02: Attendance at Board and Committee Meetings (report attached)**

**Moved by Trustee Alex Bradnam**

**Seconded by Trustee Nancy Beamer**

**“That Policy A-02 be approved as amended and adopted.”**

**“That the recommended amendments to the Board By-Laws and Rules of Order that follow in the table below be approved.”**

**“That the Board Lawyer be directed, in accordance with the Board By-Law and Rules of Order, section Q-2, to deliver Notice of Recommended Motion at the Board Meeting to be held on May 24, 2022 for consideration of this Committee’s recommended amendments to the Board’s By-Laws and Rules of Order that follow in the table below, such that:**

- (i) the recommendations from the Ad Hoc Governance Committee that follow in the table below shall come forward for consideration at the Board meeting scheduled for June 27, 2022; and**
- (ii) such amendments to take effect at the commencement on November 1, 2022 in time for the new term for Board Trustees.”**

# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 16, 2022



		Ad Hoc Governance Committee Mandate Topic Reference
	That all references within the Board's By-Laws and Rules of Order to the "Chairperson" or Vice-Chairperson" be amended to "Chair" and Vice-Chair"	(g) Updating Terminology
H-1	The attendance and absence of Board members at Board meetings shall be noted and recorded. In all cases, members attending by electronic means where permitted under the <i>Education Act</i> and its Regulations and the Board By-Laws, Policies and Administrative Procedures shall be deemed to be present and will be included for the purpose of calculating quorum.	(c) Electronic Attendance
M-6	Where a Board member attends a private (closed) session of a Board or Committee meeting (including Committee of the Whole Board) electronically, the Board member shall affirm the following:  a) They are participating in the Closed Session in a private room without anyone else present and where no one else can hear the discussion and deliberation of the Board; and b) They are not recording or capturing the Closed Session.	(c) Electronic Attendance
R-2	At all meetings of the Board, regular and special, the presence of a majority of all the members constituting the Board shall be necessary to form a quorum. In all cases, members attending by electronic means where permitted under the <i>Education Act</i> and its Regulations and the Board By-Laws, Policies and Administrative Procedures shall be deemed to be present and will be included for the purpose of calculating quorum.	(c) Electronic Attendance
R-29	No motion or amendment shall be debated to put to a vote unless the same is in writing and seconded, except that, formal motions to adopt reports, to refer, to postpone, to <del>lay on the table</del> , to <del>put</del> call the <del>previous</del> question, to file, to go into Committee of the Whole, to rise and report, adjourn, or such as the Chairperson shall not so require, may be made verbally.	(g) Updating Terminology
R-33	When a motion is under debate, the only motion in order shall be: (a) to adjourn, (b) to <del>lay on the table</del> , (c) to <del>put</del> call the <del>previous</del> question, (d) to postpone, (e) to refer, (f) to amend, which shall have precedence in the order above named, and the first, second and third shall be decided without debate.	(g) Updating Terminology
R-37	<u>Motion to Lay on the Table</u> A motion to <del>lay on the table</del> only, is not debatable; but a motion to <del>lay on the table</del> with any other condition is subject to debate and amendment.	(g) Updating Terminology
R-38	When a question has been <del>laid on the table</del> , it shall not be taken up again at the same meeting, except by a vote in favour thereof by two-thirds of the members present.	(g) Updating Terminology

# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 16, 2022



R-39	<p><u>Tie Vote on Motions – Deemed Tabled</u></p> <p>In all cases where a vote is taken on a motion, and there is with the Chairperson's vote, a tie, the motion shall be deemed to be tabled for a period of time not to exceed three months. In the event that a motion is deemed to be tabled it may be lifted from the table in any subsequent meeting during the three month period by a simple majority. In the event that a motion is deemed to be tabled and is not lifted from the table in a subsequent meeting during the three month period, then it shall automatically be lifted from the table at the end of the three month period.</p>	(g) Updating Terminology
R-40	<p><u>Motion to Put Call the Previous Question</u></p> <p>The motion for the previous to call the question shall preclude all further amendment or debate, and shall be submitted by the Chairperson in this form: "SHALL THE MAIN QUESTION IN DEBATE BE NOW PUT SHALL I CALL THE QUESTION?" If adopted, the Chairperson shall at once proceed to put call the main question, first putting calling any amendments pending, to the vote of the Board.</p>	(g) Updating Terminology
R-56	<p><u>Recorded Vote</u></p> <p>The yeas and nays Trustees voting "in favour" or "opposed" shall not be recorded upon any question unless requested by at least one member, and such request must be made before the Chairperson calls upon the members to vote upon the same.</p>	(g) Updating Terminology
F-1	<p>The order of business for the Organization Meeting is to elect the Chairperson and Vice-Chairperson of the Board and to pass the Signing Authority resolution and the Borrowing Authority resolution. In an election year, it will also ask for Trustees to make committee selections by Trustees submitting their committee preferences to the Director's Office as outlined in By-Law L-4, preferably by electronic submission. The Organization Meeting must be held within seven (7) days of the day on which the term of office of the Board commences, being within seven (7) days of November 15<sup>th</sup> of each year.</p>	(h) Legislative Change to Organization Meeting Date
F-6.1	<p><u>Nominations</u></p> <p>i) The Secretary of the Board shall receive written nominations of members of the Board for the position of Chairperson and Vice-Chairperson.</p> <p>ii) Nominations shall be submitted to the Secretary of the Board from December 1<sup>st</sup> November 15<sup>th</sup> until 12:00 noon on the day of the</p>	(h) Legislative Change to Organization Meeting Date

# AD HOC GOVERNANCE COMMITTEE

MONDAY, MAY 16, 2022



	<p>Organization Meeting and may be submitted only by members of the Board.</p> <p>iii) The Secretary shall confirm with each nominee, the nominee's acceptance of the nomination.</p> <p>iv) A Board member may be nominated for both Chairperson and Vice-Chairperson but, if elected as Chairperson, must either decline the position or withdraw from the ballot for Vice-Chairperson.</p> <p>v) A Board member may nominate only one member of the Board for each position. This includes the Board member making the nomination.</p> <p>vi) After nominations are closed, the Secretary will prepare separate ballots containing the names of the candidates for each position.</p>	
G-1	<p>The regular meetings of the Board shall be held on the fourth Tuesday of each month between September and June, save and except for:</p> <ul style="list-style-type: none"> <li>the month of November when the regular Board meeting will be held on the third Tuesday of the month; and <del>save and except for</del></li> <li>the month of December when the regular Board meeting will be held on the first Tuesday of the month., and <del>save and except for</del></li> <li><del>the month of June when the regular meeting of the Board shall be held on the fourth Monday of the month.</del></li> </ul> <p>Should any Tuesday <del>or Monday</del> fall on a statutory or civic holiday, the Board shall meet on the evening of the following day at the same hour, or as otherwise decided by the Board. Committee of the Whole shall commence at 6:15 p.m. and the regular Board meeting, public session, shall commence at 7:00 p.m.</p>	(h) Legislative Change to Organization Meeting Date
J-1	<p>In each municipal election year, at the November Board meeting, the following meetings will be held:</p> <p>i) Organization Meeting at 6:00 p.m. – for order of business as set out in By-Law F-1 and the Declaration of Office</p> <p>ii) Committee of the Whole Meeting at 6:15 p.m.</p> <p>iii) Inaugural Meeting of the Board at 7:00 p.m. – for the regular Board meeting, public session, unless otherwise determined by Board Motion.</p> <p><del>the Inaugural Meeting of the Board shall be held on the first Board meeting in December following the Organization Meeting, at the hour of 6:15 p.m. for Committee of the Whole and 7:00 p.m. for the regular Board meeting, public session, unless otherwise determined by Board motion</del></p>	(h) Legislative Change to Organization Meeting Date

**CARRIED**

At the meeting, Jennifer Feren reviewed each of the reports listed on the Agenda with Committee members highlighting the recommended changes and acknowledged a typographical error in the chart



of amendments under R-29 due to the repeating of the word “in in” instead of “is in” after “No motion or amendment shall be debated to put to a vote unless the same...”. Trustees agreed to the friendly amendment to include this correction in the draft presented.

In the discussion related to the legislative change to the organization meeting date, Trustees sought clarification regarding the proposed change to the June meeting date. It was confirmed to Trustees that the Secondary Superintendents were consulted about the proposed change and would ensure that no graduations will be held in conflict with the June Board meeting. Trustees also asked for the reasoning behind moving the organization meeting from the December Board meeting to the November Board meeting and whether the changes would be only in an election year. It was clarified that due to changes in the legislation, the annual organization meeting must be held within 7 days of November 15<sup>th</sup>. As a result, the annual organization meeting would always be held at the November meeting, which will occur on the 3<sup>rd</sup> Tuesday in November.

### 5. ADJOURNMENT

**Moved by Trustee Nancy Beamer**

**Seconded by Trustee Alex Bradnam**

**“That the meeting of the Ad Hoc Governance Committee be now adjourned.”**

**CARRIED**

The meeting of the Ad Hoc Governance Committee adjourned at 5:26 p.m.

**TUESDAY, MAY 3, 2022**

Public Session: 5:30 p.m. (Virtual Meeting)

## **PROGRAM AND PLANNING COMMITTEE MINUTES**

### **PRESENT:**

**Trustee Committee:** Nancy Beamer, Sue Barnett (designated alternate), Jonathan Fast, Shannon Mitchell, Dave Schaubel (Chair)

**Trustee Guests:** Alex Bradnam

**Administration:** Warren Hoshizaki, Director of Education  
Mary Anne Gage, Superintendent for Education, Elementary  
Leanne Smith, Superintendent of Education, Secondary  
Ann Gilmore, Superintendent of Education, Secondary  
Marian Reimer Friesen, Superintendent of Curriculum Services, Elementary  
Michael St. John – Superintendent of Special Education and Mental Health & Well-Being

**Presenter Guests:** Angela McClary – Student Achievement Leader (9-12)  
Brad Digweed, Student Achievement Leader (K-8)  
Kristin Robertson – Instructional Coach, De-Streaming and STEM (9-12)  
Leonard Aylward – Consultant, Innovation & Technology/Makers (K-8)

**Recording Secretary:** Karen Sawatsky – Administrative Assistant

### **A. CALL TO ORDER**

Chair Dave Schaubel called the meeting of the Program and Planning Committee to order at 5:30 p.m.

### **B. APPROVAL OF THE AGENDA**

**Moved by Nancy Beamer**  
**Seconded by Jonathan Fast**

“That the agenda be approved as presented.”

**CARRIED**

### C. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

### D. NEW BUSINESS

#### 1. DSBN Summer Learning Programs

Superintendents Gage, Smith and St. John shared the valuable learning opportunities that will be available for DSBN students through the Summer Learning Programs. The elementary programs being offered from July 4<sup>th</sup> through July 22<sup>nd</sup>, and the secondary programs running July 4<sup>th</sup> through July 29<sup>th</sup>, will focus on learning renewal in preparation for students' transition back to school in September.

Summer Learning Programs for Junior Kindergarten through Grade 12 students and adult learners will include:

- Kindergarten through Grade 4 – Summer HEAT – program developing literacy and numeracy skills to support student success in September, including specialized programming at designated Indigenous Summer HEAT sites
- Junior and Intermediate Students – project-based programs focusing on literacy, numeracy and technology skills for students in Grade 5 through 8
- Secondary – in-person and eLearning courses offered to Grade 9 through 12 students as well as reach-ahead programs (in-person only) for students finishing Grade 7 or 8

The Special Education team, in collaboration with the Curriculum Department, will be offering in-person programs that focus on literacy, numeracy, transitions, social skills, communication and technology, with supports in place to prepare students for the upcoming school year.

The Mental Health and Well-Being team will be offering continued elementary and secondary mental health support and programming for students and families in the summer. DSBN Social Workers will be providing some individual student/family intervention for students while Youth Counsellors will be providing social-emotional learning program supports, helping students to develop social, emotional, resiliency, coping and communication skills.

It is the goal of the DSBN Summer Learning Program to prepare students for a strong transition in September.

#### 2. Environmental Education in DSBN

Superintendents Reimer Friesen and Gilmore provided an overview of environmental education in the DSBN. Environmental education expectations and concepts are woven throughout, and are a core component, of the K-12 curriculum. Many learning opportunities, in curriculum and in extra-curricular opportunities, were shared.

Most of the expectations connected explicitly with environmental education in the elementary curriculum, are found in the Science and Technology Curriculum, with references to learning about the natural world across all subjects. In addition to existing Earth Week activities, CSS staff are developing inquiry and curriculum based environmental mini units for each grade. Professional Development for implementing the new Science Curriculum for Fall 2022 will continue to include a significant environmental component, supporting elementary educators in their commitment to integrating environmental education into their programs.

## PROGRAM AND PLANNING COMMITTEE MINUTES

TUESDAY, MAY 3, 2022



Elements of environmental awareness, advocacy, issues, and sustainability continue in secondary but become more specific as students can choose focus-courses where they deepen their understanding through the curriculum (Geography and Science curriculum, Special High Skill Majors opportunities, Indigenous Education).

The importance of extra-curricular opportunities and the role they have in developing students to become environmentally aware and responsible citizens was recognized. In addition to the opportunities that students have from K-12 through extra-curricular activities, field trips, access to Outdoor Education, clubs and activities related to the environment, the many student-led projects inspire and help fuel the initiatives throughout the DSBN.

A presentation by Angela McClary - Student Achievement Leader (9-12), Brad Digweed - Student Achievement Leader (K-8), Kristin Robertson – Instructional Coach, De-Streaming and STEM (9-12), and Leonard Aylward – Consultant, Innovation & Technology/Makers (K-8) showcased the many environmental educational opportunities and initiatives throughout the DSBN, capturing the authentic learning of our students. The goal of environmental education is to ensure that young people become environmentally active and responsible citizens. Through education, students will have the knowledge and skills that will enable them to understand and deal with complex issues that affect the environment now and in the future.

### E. OTHER BUSINESS

There was no other business.

### F. NEXT MEETING

The next Program and Planning Committee meeting is scheduled for Tuesday, June 7, 2022 at 5:30 p.m.

### G. ADJOURNMENT

Moved by Shannon Mitchell

Seconded by Nancy Beamer

“That this meeting of the Program and Planning Committee be now adjourned.”

**CARRIED**

The meeting adjourned at 6:18 p.m.

MAY 5, 2022

## **SAL MINUTES**

### **ATTENDANCE**

#### **Committee Members Present**

Lora Campbell – Trustee

Caroline Graham - John Howard Society of Niagara

Robin Lakeit - Student Achievement Leader, Student Success

Tracy Sacco - Student Achievement Leader, Alternative Education

Leanne Smith - Superintendent of Education, Secondary

#### **Administration/Resource**

Melinda Dackiw - SAL Secretary

Nadia Laselva, Attendance Counsellor

Nichola Lee - Administrative Assistant to the Superintendent

#### **Guests**

Matthew Ezrin, VP, Greater Fort Erie Secondary

Karen Ferguson, Principal, Thorold Secondary

Crane Gittins, VP, A.N. Myer Secondary

Barb Lane, VP, Stamford Collegiate Secondary

### **A. COMMENCEMENT OF THE SAL COMMITTEE MEETING**

Student Achievement Leader Robin Lakeit called the meeting to order at 2:30 pm.

The Committee met to review the following cases:

### **B. SAL CASES**

#### **212-029**

LB DOB: 16/09/2004

17yrs 9mths

LB's attendance has declined since returning to in-person learning. The school has connected the student to a school social worker to support attendance and LB has mental health supports through the family doctor. The student is working on ENG4C once a week at school and plans to continue learning through summer school. LB's remaining credits will be completed through Edvance in September after the student ages out of the program.

LB is approved for SAL.

**212-030**

MC DOB: 30/08/2005 16yrs 8mths

The student is working and will link employment to co-op credits with the support of the co-op teacher. MC has community mental health supports. The student is planning to explore other options next year. The current SAL plan keeps MC connected to school.

MC is approved for SAL.

**212-031**

NH DOB: 24/01/2005 17yrs 3mths

The student has challenging behaviour and has disengaged with school. NH is receiving mental health supports through an external agency. The student is working twice weekly on IDC3O with the support of the co-op teacher and is connected to the school social worker.

NH is approved for SAL.

**212-032**

JD DOB: 01/08/2004 17yrs 9mths

The student is reluctant to participate in school and has struggled with social relationships since the school closure. JD has refused social worker support but has support in the medical community. The student will work at school 3 days a week with the support of the Student Success teacher on IDC1O and CHC2P.

JD is approved for SAL.

**212-033**

JM DOB: 09/06/2005 16yrs 10mths

JM is at school for two days a week to work on MBF3C in the Resource room. The student works on MEL3E at home and has a job that is connected to co-op credits. The student is focusing on well-being through community supports.

JM is approved for SAL.

**212-033**

DN DOB: 04/11/2004 17yrs 6mths

DN struggles with poor attendance and stays connected to school by seeing a DSBN social worker. The student also receives community mental health supports. DN is seeking employment with the

## **SAL MINUTES**

MAY 5, 2020



support of the co-op teacher and works on MEL3E twice a week with the support of the Student Success teacher. DN is participating in The John Howard Society's Recipe for Success program.

DN is approved for SAL.

### **C. SAL CASE REVIEW**

The Committee reviewed twenty-one cases that had been brought forward to the Committee previously. Two cases require follow up as the students have not communicated with their schools. Nineteen students are active and compliant with their SAL plans.

### **D. ADJOURNMENT OF THE SAL COMMITTEE MEETING**

The meeting adjourned at 3:30pm.

### **E. NEXT SAL COMMITTEE MEETING**

June 15, 2022

WEDNESDAY, MAY 4, 2022

## PARENT INVOLVEMENT COMMITTEE MINUTES

### ATTENDANCE

#### Committee Members

Lisa Mooney (Chair), Joy Janzen, Kelly McNeil, Melissa Lofquist, Amber Hughes, Alison Moore, Ryan Morris, Simon Hancox (Superintendent), Nancy Beamer (Trustee), Doug Newton (Trustee), Fred Louws (Administration), Tracy Leemet (Administration)

#### Guests

Michael St. John, Superintendent of Special Education  
Neil Sheard, Principal, Stamford Collegiate  
Bob Rigas, Safe, Healthy & Inclusive Schools Consultant

#### Recording Secretary

Sue Sentance

### A. WELCOME

Meeting was called to order. Superintendent Hancox welcomed everyone and began the meeting with the Land Acknowledgment.

### B. ADOPTION OF AGENDA

Moved by Ryan Morris

Seconded by Melissa Lofquist

"That the Agenda be adopted."

**CARRIED**

### C. BUSINESS ARISING FROM MINUTES

None

### D. SUPERINTENDENT'S REPORT

Superintendent Hancox was joined by Superintendent St. John who provided an overview of the DSNB's Anti-Sex Trafficking Protocol, which supports a coordinated action to prevent, identify, and recognize sex trafficking and develop responses to facilitate early prevention and appropriate intervention. Committee members were asked to provide their feedback to help develop the most effective, equitable, culturally relevant and responsive ways to



support parent/caregiver, student and community knowledge and awareness related to sex-trafficking.

Secondary School Principal, Neil Sheard also joined the meeting to provide an overview of Grade 9 de-streaming at the DSBN. Principal Sheard shared preliminary data from 2021 which showed more grade 10 students choosing academic level courses next year than they traditionally have seen in the past.

Superintendent Hancox discussed the new elementary science and technology curriculum that is being implemented in September for grades 1 to 8. The new modernized content will add expectations that emphasize STEM skills, coding, skilled trades and climate change while offering Indigenous Knowledge and Perspectives as well.

### **E. CHAIR'S REPORT**

Chair Mooney's report focused on choosing the 2 final speakers to conclude this year's Virtual Speaker Series in June, and planning for next year's meetings and events. Alyson Schafer is an internationally acclaimed parenting expert and family counsellor, who offers advice on raising resilient, caring and capable kids. Stephanie McFarland is a speaker from the DSBN International Concussion Symposium, who will be sharing her valuable experience working with pediatric concussion, traumatic/acquired brain injury, mental health and project/change management while discussing the most important changes parents and the community need to know about concussions. Committee Members agreed that it would be best to plan a hybrid model for next year's meetings and events, so participants can choose to attend in-person or on-line. Fall events discussed include an in-person School Council Chair Event, and an in-person, live-streamed Keynote Event for November 2023, in lieu of the large PIC Conference that traditionally occurred in the fall.

Chair Mooney also reminded committee members to forward the names of any parents in their school communities who may be interested in becoming a committee member for 2022-23.

### **F. TRUSTEE'S REPORT**

Trustee Newton's report focused on the many ways that DSBN staff and students are taking their learning outside to celebrate Earth Day and Earth Week this year. On Earth Day, the DSBN hosted a live event that featured a warm welcome from Director Hoshizaki, and keynote presentations from Indigenous Storyteller Isaac Murdoch and Canadian Environmental Activist David Suzuki. Over 23,000 elementary and secondary students and staff spent time learning outdoors during Earth Week.

Trustee Newton also explained the details of a recent Ministry Funding announcement has provided the DSBN with a grant of almost \$10.4 Million to renovate Quaker Road PS to add another 331 elementary pupils, a new larger gymnasium, and a 3-room childcare centre addition.

# PARENT INVOLVEMENT COMMITTEE MINUTES

WEDNESDAY, MAY 4, 2022



## **ADJOURNMENT**

Moved by Ryan Morris

Seconded by Alison Moore

“That the Parent Involvement Committee meeting adjourn.”

**CARRIED**

Meeting adjourned at 6:42pm

Next meeting – September 7, 2022

Location – DSBN Education Centre

**TUESDAY, MAY 10, 2022**

Public Session – 5:30 pm virtual

## **EQUITY, INCLUSION AND ANTI-RACISM TRUSTEE ADVISORY COMMITTEE MINUTES**

### **ATTENDANCE**

#### **TRUSTEE COMMITTEE MEMBERS**

Shannon Mitchell (Chair), Nancy Beamer, Alex Bradnam, Doug Newton, Elizabeth Klassen

#### **STUDENT TRUSTEE COMMITTEE MEMBER**

Kya Steinbach-Parker

#### **ADMINISTRATION**

Warren Hoshizaki (Director of Education), Kelly Pisek (Superintendent of Education), Pratima Burton (Student Achievement Leader –Equity K-12), Zakia Hamdani (Equity Consultant – K-12), Maryam Safdar Ali (Human Rights Advisor)

#### **Recording Secretary**

Jennifer Reid

### **A. WELCOME AND INTRODUCTION**

Trustee Shannon Mitchell welcomed committee members and guests to the fourth and final Equity, Inclusion and Anti-Racism Trustee Advisory Committee meeting of the 2021-2022 school year.

### **B. APPROVAL OF THE AGENDA**

**Moved by Doug Newton**

**Seconded by Alex Bradnam**

### **C. COMMUNITY ADVISORY COMMITTEE – UPDATE**

Trustee Mitchell stated that the Equity, Inclusion and Anti-Racism Community Advisory Committee had its fourth and final meeting of this school year on May 5<sup>th</sup>.

Trustee Mitchell reported that a letter to the Ministry of Education was shared with the community committee and with this committee as well. The letter was a result from a presentation during our last community meeting on the DSBN Inclusive Language Guidelines for educators. The committee felt it was important for the Ministry of Education to address language in Ministry reports that need to be more inclusive and supportive of all students.

Trustee Mitchell shared that the Community Committee Terms of Reference was discussed. Members have a two-year term on the committee, however, due to the first meeting being held in April 2021, members were invited to stay on for one more year if they are interested.

Trustee Mitchell shared that a current initiative called Reading Rainbow Project at Forestview Public School was presented to the committee. This new initiative was developed in consultation with the DSBN Equity Team, Parent Council, LGBTQ2+ Support Coordinator, Niagara Falls Community Health Center, Principal and Vice-Principal and CSS consultants. The program provides literature to support LGBTQ2+ students within their school to feel safe and more comfortable with their own identity.

Trustee Mitchell stated that superintendent Mike St. John presented an overview of the draft DSBN Anti-Sex Trafficking Protocol Consultation. The protocol aligns with the Ontario Ministry of Education policy program memorandum (PPM) 166 Keeping Schools Safe: Policy Framework for School Board Anti-Sex Trafficking Protocols and DSBN Policy G-09: Anti-Sex Trafficking: Keeping Students Safe which was approved by the Board of Trustees in the fall of 2021. This protocol will support coordinated action to prevent, identify and recognize sex trafficking and develop responses to facilitate early prevention and appropriate intervention. Committee members were asked to provide feedback and forward the names of community groups that should be providing feedback for this protocol as well.

#### **D. PRIDE MONTH**

System Administrator Pratima Burton stated that after community consultation, the DSBN will be flying the Pride Progress flag throughout the month of June and explained that the new design includes representation of the QTPOC/2SLGBTQ+ individuals of colour, the transgender community and the Haudenosaunee and Anishinaabe communities and the Two Row Wampum agreement.

System Administrator Pratima Burton shared that as school-based Pride Month planning session are underway, the Equity team meets with elementary and secondary staff leads and students to get an idea of what the intent and celebration would mean to students. It was added that the role of the Equity team includes providing considerations to ensure that any celebration is an inclusive and safe event for all.

#### **E. SCHOOL CULTURE SURVEY UPDATE**

Consultant Zakia Hamdani gave an update on the School Culture Survey. Superintendent Kelly Pisek added that school specific data will be used by principals for planning and goals for the 2022-2023 school year. Further details can be found in the attached report.

#### **F. EQUITY WORKING GROUPS AND COMMITTEES**

Superintendent Pisek shared that the members of the DSBN Equity team are also members of equity working groups and networks outside of the DSBN. By being a member of an outside equity group allows to get a perspective from other boards, collaborate on similar goals and helps with moving forward. Further information is detailed in the attached report.

#### **G. COMMUNITY PARTNERSHIPS**

Student Achievement Leader Pratima Burton gave an update on current initiatives and programs that the DSBN and community partnerships are working on. Community partnerships included Egale, Facing History and Ourselves, Tools of Empowerment for Success (TOES) and Equity Connections. Further information regarding these community partnerships is detailed in the attached report.

#### **H. FUTURE AGENDA ITEMS**

Committee members asked that a future agenda item address the barriers and DSBN's actions to address them for students and staff with disabilities. Ableism is a form of discrimination and individuals with disabilities are protected under the Ontario Human Rights Code which is relevant to this committee and therefore be included on future agendas.

#### **I. ADJOURNMENT**

**Moved by Elizabeth Klassen**

**Seconded by Nancy Beamer**

"That the Equity, Inclusion and Anti-Racism Trustee Advisory Committee be adjourned."

**CARRIED**

The meeting adjourned at 6:03p.m.

THURSDAY, MAY 12, 2022

## SEAC MINUTES

### ATTENDANCE

#### Committee Members Present

Linda Morrice (Chair) - Pathstone Mental Health, Samantha Sendzik-Sinclair (Vice-Chair) - Learning Disabilities Association Niagara Region, Kate Lindsay – Autism Ontario - Niagara, Gabriela Ortega – Inclusion Action in Ontario, Nick Smith - Niagara Support Services, Danielle Reynolds – Niagara FASD Coalition, Alex Bradnam - Trustee, District School Board of Niagara, Nancy Beamer - Trustee, District School Board of Niagara

#### Administration/Resource

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

#### Recording Secretary

Jennifer McGugan

### 1. WELCOME

Quorum was established and the Special Education Advisory Committee (SEAC) meeting was called to order at 5:30 p.m.

### 2. STUDENT VOICE

Special Education Student Achievement Leader, Nikki Train introduced the student voice video from a grade 5 student in the Structured Strategies Program at Steele Street Public School. Melissa Kamendy, principal at Steele Street Public School, shared that the student has made great gains during his time in the program. Students receive intensive support to learn social skills and strategies for self-regulation. The student has developed patience and kindness toward others and uses space and time to help navigate his day. He has become an excellent self-advocate and has enjoyed the opportunity to integrate into a regular education classroom for science and math, physical education and lunch period.

### 3. APPROVAL OF AGENDA

Moved by Nancy Beamer

Seconded by Samantha Sendzik-Sinclair

*“That the Agenda dated May 12, 2022, be approved as presented.”*

**CARRIED**

### 4. BUSINESS ARISING FROM MINUTES

There was no new business arising from the Minutes of April 14, 2022, SEAC meeting.

**5. ANTI-SEX TRAFFICKING PROTOCOL OVERVIEW AND CONSULTATION**

Superintendent St. John provided an overview of the DSBN Anti-Sex Trafficking Protocol development highlighting the importance of identification, prevention and intervention. The committee was asked to provide input on awareness strategies and supports that help to keep schools and vulnerable students safe and supported through a feedback link.

**6. SPECIAL EDUCATION REPORT**

Nikki Train, Special Education Student Achievement Leader, provided an update on the June 16 DSBN Special Olympics (Rain Date is June 17). SEAC members have been invited to the event and may pick up their DSBN Special Olympics Shirt by the registration table on the day of the event. Nikki shared an update on some of the inclusive summer programming being offered this year. She noted that some of the programs are in partnership with Learnstyle and the Learning Disabilities Association of Niagara Region and will be offered in the Summer Heat sites. Programs include We Play, a play-based program for students with ASD; Leveraging Vision Technology for students with a visual impairment and IEP; Hi-5 Assistive Technology and Finding your Superpowers for students with a SEA device and IEP; and SOAR Secondary for students with a diagnosed, identified or suspected learning disability.

**7. TRUSTEE REPORT**

Trustee Alex Bradnam provided a report from the April 26, 2022, Board meeting where Director Hoshizaki began the meeting with the Director's Report and Recognition focusing on students and staff in the DSBN. Some highlights include the "Trade"ing Indigenous Cuisine Culinary Event at Stamford Collegiate, the Ontario Youth Apprenticeship Program career fair hosted by Niagara College and Brock University for local secondary students at the Niagara Regional Native Centre, the Forest of Reading event, the provincial and international success of secondary school robotics teams, and the quiet meditation/multi-faith rooms for all students and staff of all faiths and beliefs to use to pray, worship, meditate, and/or reflect. Through the Committee reports presented at the meeting, an overview of the purpose and timelines of the Strategic Plan 2022-27 was shared, proposed boundary changes for the new Niagara Falls Elementary School were approved, and an update on the PIC Speaker Series Spring Sessions with Dr. Susan Dion on Braided Learning: Illuminating Indigenous Presence through Art and Story and with Online Safety Expert, Paul Davis was provided. The Ad Hoc Governance Committee report noted a motion that the DSBN request the Niagara Indigenous Community name one person to represent the interests of Niagara Indigenous students and that the Board appoint the named representative as a member of the Board. Student Trustee Senate provided the results of their elections, summarized their ongoing commitment to advocating for student voice and highlighted their work with the Indigenous Student Leadership Circle.

**8. ASSOCIATION AND BOARD INFORMATION****Autism Ontario – Niagara**

Hosting a golf tournament on May 27 at Rolling Meadows Golf Course. Trivia Night at the Grantham Lions Club is June 10. Offering in-person camp in July.

**Niagara FASD Coalition**

No report.

**Inclusion Action in Ontario**

No report.

**Learning Disabilities Association of Niagara Region**

LDANR will be hosting a free webinar on Learning Disabilities and Executive Functioning on May 18. <http://ldaniagara.eventbrite.com> LDA Chapters are partnering to offer a free virtual parent conference on May 25. <https://form-can.keela.co/3rd-annual-parent-conference> LDANR's Fall program applications open on May 31. Programs target support in the areas of literacy, math, coping skills and self-advocacy. LDANR Golf Tournament Fundraiser on June 11 at Cardinal Lakes Golf Club. <http://ldaniagara.eventbrite.com>

**Niagara Support Services**

No report.

**Pathstone Mental Health**

No report.

**OPC Representative: Elementary**

Administrators recently participated in an in-person system meeting. Schools are holding transition meetings and IPRCs and preparing for EQAO. Kindergarten Open Houses are going on this week and summer learning registration is open. Students are participating in Track and Field and looking forward to Special Olympics, graduation, and field trips.

**OPC Representative: Secondary**

Schools are preparing for next year (timetabling and staffing) and the OSSLT spring session is coming to a close. Math assessment is coming up and spring sports and activities are in full swing. Graduation plans are proceeding, and assemblies have returned. The Off The Wall Art show is happening, and the Skills Celebration is planned. Transition meetings and IPRCs are happening, and summer school offerings are open for registration.

**9. CORRESPONDENCE**

Superintendent Michael St. John shared with the committee a summary of the correspondence received. All the correspondence received has already been addressed by the DSBN SEAC and/or board. Therefore, no letters of support will be written.

In response to a question from Trustee Bradnam, Superintendent St. John noted that the DSBN has not experienced any challenges with the Special Incidence Portion grant claims.

**10. QUESTIONS AND ANSWERS**

There were no questions received.

**11. ADJOURNMENT**

Moved by **Samantha Sendzik-Sinclair**

Seconded by **Kate Lindsay**

***"That this meeting of the SEAC Committee be now adjourned."***

**CARRIED**

The meeting adjourned at 6:20 pm.



MONDAY, MAY 16, 2022

6:00 p.m. (Virtual Meeting via MS Teams)

## AD HOC STRATEGIC PLANNING 2022-2027 COMMITTEE MINUTES

### ATTENDANCE

Trustee Elizabeth Klassen (Chair)  
Trustee Alex Bradnam  
Trustee Sue Barnett  
Trustee Dave Schaubel  
Julianna Marcel (Student Guest)

### REGRETS

Trustee Kevin Maves  
Student Trustee Tiya Patel  
Student Trustee Kya Steinbach-Parker

### Administration/Resource

Warren Hoshizaki – Director of Education  
Darren VanHooydonk – Superintendent of Education

### Recording Secretary

Elisha von Wuthenau – Administrative Assistant to Darren VanHooydonk

### 1. CALL TO ORDER / WELCOME

Chair Klassen called the meeting to order at 6:00 p.m. and welcomed the Trustees to the Ad Hoc Strategic Planning Committee meeting.  
Quorum was met.

### 2. APPROVAL OF AGENDA

Moved by: Trustee Bradnam  
Seconded by: Trustee Schaubel  
“That the agenda be approved.”

**CARRIED**

### 3. BUSINESS ARISING FROM THE MINUTES

There was no business arising from the minutes.

### 4. STRATEGIC PLAN UPDATE

#### A. Overview of the Strategic Plan 2022-2027

Superintendent VanHooydonk provided an overview of the Strategic Plan process. The goals and outcomes for the development of the Plan were reviewed. Superintendent VanHooydonk also shared promotional videos and draft social media posts intended to engage Niagara community stakeholders.

#### B. Timeline

Superintendent VanHooydonk reviewed the timelines from the promotional launch in late August through to the final draft that will be presented to the Board before the end of the Trustee term.

A question was raised regarding the meeting on October 26, 2022, due to it falling shortly after the Trustee elections. This date will be re-visited and confirmed with the committee.

### 5. NEXT MEETING

The next meeting is scheduled for Wednesday, October 26 at 6:00 p.m.

### 6. ADJOURNMENT

**Moved by: Trustee Schaubel**

**Seconded by: Trustee Bradnam**

**"That this meeting of the Strategic Planning Ad Hoc Committee be now adjourned."**

**CARRIED**

TUESDAY, MAY 17, 2022

## STUDENT TRUSTEE SENATE MINUTES

### ATTENDANCE

#### Student Trustees

Tiya Patel, Stamford Collegiate Secondary  
Salony Sharma, Westlane Secondary School  
Kya Steinbach-Parker, Greater Fort Erie Secondary School

#### School Representatives

A.N. Myer - Nathan Sirianni	Grimsby - Sean Hamad
A.N. Myer - Finesse Warriner	Laura Secord - Ayla Jamal
DSBN Academy - Sandra Lee	Laura Secord – Sydney Robbs
E.L. Crossley – Natalie Anderson	Port Colborne - Emma Laur
E.L. Crossley - Kayla McCall	Stamford - Mishaal Malik
Eastdale - Jerusha Kumar	Stamford - Jacob O'Connor
Eastdale - Jordan Kumar	Thorold – Grace Sargeant
Eden - Alexa Wijnands	Welland Centennial - Donghwui Kim
Governor Simcoe - Manara Abdelgadir	Welland Centennial – Zoe Ventnor
Governor Simcoe - Gillian Archer	Westlane - Aidan Bilon
Greater Fort Erie - Julianna Marcel	Westlane – Sonam Dhillon
Greater Fort Erie – Ella Kucman	

#### Administrative Advisors

Leanne Smith, Superintendent of Curriculum and Student Achievement  
Robin Lakeit, Student Achievement Leader, Student Success  
Kim Carruthers, Principal, A.N. Myer Secondary School  
Susan Santesso, Teacher Consultant, Student Success

#### Trustees

Nancy Beamer

#### Regrets

Dave Schaubel (Trustee); Duaa Abassi (Thorold); Samantha Gaka (Beamsville); Amanda Greensides (Beamsville); Larissa Giroux (St. Catharines Collegiate); Owen Hildebrand (Sir Winston Churchill); Dheiksha Jayasankar (Sir Winston Churchill); Kashish Modi (DSBN Academy); Adrienne Rosete (Eden); Samuel Tonnies (Port Colborne); Georgia Rogers (Grimsby); Alihan Wahid (St. Catharines Collegiate)

#### Guests

Michael St. John, Superintendent of Special Education & Mental Health and Well-being

#### Recording Secretary

Nichola Lee, Administrative Assistant to the Superintendent of Curriculum and Student Achievement

# STUDENT TRUSTEE SENATE MINUTES

TUESDAY, MAY 17 2022



## A. WELCOME

The Student Trustees began the meeting with an Acknowledgement of Traditional Territory of the Haudenosaunee and Anishinaabe peoples, and taking attendance.

## B. APPROVAL OF THE AGENDA

Westlane motioned for the agenda to be approved. Welland Centennial seconded the motion. **CARRIED**

## C. TRUSTEE UPDATE

Trustee Beamer reported that the DSBN Special Olympics and Summer Learning programs are running and will be in-person. The Trustee was pleased to volunteer for the EFN's Prom Project which has resumed after a pause during Covid. DSBN has received funding to build an addition to Quaker Road Public School that includes daycare places at the school. Trustee Beamer informed Senators of upcoming PIC Speaker series speakers:

May 25: Megan Zeni - Outdoor Play and Why It Matters in Healthy Childhood Development.

June 1: Alyson Schafer - Raising Responsible and Independent Children

June 8: Stephanie McFarland, OT Reg (Ont.) - Concussion in Children and Teens – Why We Are Changing Our Approach

## D. STUDENT TRUSTEE UPDATE

Student Trustee Senate Year In Review: core objectives and activities that the Senate accomplished were reviewed. This year's Senate meetings were restructured to involve Senators in sub-committees that placed emphasis on student engagement and advocacy.

Indigenous Leadership Circle: Kya reflected on the work done this past year to create a group similar to Student Trustee Senate, that supports the voice of Indigenous students.

OSTA-AECO: the Student Trustees will attend the Annual General Meeting in May. Senators can search the [OSTA-AECO](#) website for more information on the work the organization does.

## E. PERIOD PROMISE – UNITED WAY

The Student Trustees worked with Governor Simcoe student Ruby Hill to promote the United Way's Period Promise campaign. Information on the initiative to recognize period poverty and collect product for people in need was shared with Senators and promoted on social media to engage schools in the campaign.

## F. ANTI-SEX TRAFFICKING UPDATE AND CONSULTATION

Superintendent Michael St. John presented to the Senators and invited them to complete a feedback form which will be emailed to them.

# STUDENT TRUSTEE SENATE MINUTES

TUESDAY, MAY 17 2022



## F. SENATOR REFLECTIONS

The Communication Sub-committee collected reflections from Senators about their participation on Student Trustee Senate. These will be posted on Instagram to promote the Senate to the wider school community.

## G. SUB-COMMITTEES BREAKOUTS:

Senators joined one of three groups facilitated by the Student Trustees to discuss next year's Senate objectives. Senators were asked to consider how to bring diverse student experiences to the Senate. Senators discussed equitable access to participating in the Senate, including an Expression of Interest process for DSNB students who want to be considered as a school representative on Senate.

## G. COMMUNITY INVOLVEMENT HOURS

Senators can record their Senate hours by emailing Susan Santesso at [susan.santesso@dsbn.org](mailto:susan.santesso@dsbn.org)

## H. MOTION TO ADJOURN

Eastdale motioned for the meeting to adjourn; E.L. Crossley seconded the motion

**CARRIED**

Meeting adjourned at 5:00pm

## I. NEXT MEETING

September 20, 2022

**TUESDAY, MAY 17, 2022**

Public Session – 5:30 pm virtual

## **POLICY COMMITTEE MINUTES**

### **ATTENDANCE**

#### **TRUSTEE COMMITTEE MEMBERS**

Alex Bradnam (Chair), Kate Baggott, Elizabeth Klassen, Sue Barnett (Designate Alternate)

#### **TRUSTEE GUESTS**

Nancy Beamer

#### **ADMINISTRATION**

Warren Hoshizaki (Director of Education), Kelly Pisek (Superintendent of Education), Darren VanHooydonk (Superintendent of Education), Stacy Veld (Superintendent of Business Services), Marian Reimer-Friesen (Superintendent of Curriculum and Student Achievement-Elementary), Michael St. John (Superintendent of Special Education), Leanne Smith (Superintendent of Education), Jennifer Feren (Board Lawyer)

#### **REGRETS**

Trustee Shannon Mitchell, Trustee Doug Newton

#### **RECORDING SECRETARY**

Jennifer Reid

### **A. WELCOME**

Chair Alex Bradnam called the meeting of the Policy Committee to order at 5:30 p.m. He welcomed trustees, the administrative team, and guests.

### **B. APPROVAL OF THE AGENDA**

**Moved by Kate Baggott**

**Seconded by Sue Barnett**

***“That the Agenda dated May 17, 2022, be approved as presented.”***

**CARRIED**

**C. BUSINESS ARISING FROM THE MINUTES**

There was no business arising from the minutes.

**D. NEW BUSINESS**

**1. G-31: VOLUNTARY, CONFIDENTIAL INDIGENOUS STUDENT SELF-IDENTIFICATION**

Superintendent Marian Reimer-Friesen stated that the next Indigenous Education Advisory Committee (IEAC) is in June and therefore would like to defer this policy until November 2022 to ensure the feedback received from the committee is incorporated into this policy.

**Moved by Sue Barnett**

**Seconded by Kate Baggott**

***"That Policy G-31: Voluntary, Confidential Indigenous Student Self-Identification be deferred to November 15, 2022."***

**CARRIED**

Trustee Klassen joined the meeting at 5:35 p.m.

**2. G-29: SAFE AND ACCEPTING SCHOOLS: BULLYING PREVENTION AND INTERVENTION**

Superintendent Mike St. John stated that feedback from all stakeholders is valued. This includes feedback from students, staff and DSBN committees. To ensure input from all stakeholders is considered it is recommended that this policy be deferred to November 2022.

**Moved by Kate Baggott**

**Seconded by Elizabeth Klassen**

***"That Policy G-29: Safe and Accepting Schools: Bullying Prevention and Intervention be deferred to November 15, 2022."***

**CARRIED**

### 3. **D-16: PRIOR LEARNING ASSESSMENT AND RECOGNITION**

Superintendent Leanne Smith stated that this policy was developed as a result of an update to Policy/Program Memorandum (PPM) 132. This policy recognizes both the formal and informal learning that occurs outside of secondary schools or through a student's lived experience and allows for a formal evaluation of these experiences as well as granting credits towards the Ontario Secondary School Diploma. The committee recommended and approved a reference document that provides parents and students information regarding required documentation and method of assessment be added under references to this policy.

**Moved by Elizabeth Klassen**

**Seconded by Alex Bradnam**

***"That Policy D-16: Prior Learning Assessment and Recognition be approved as amended and adopted."***

**CARRIED**

### 4. **G-20: SPONSORSHIPS, SCHOLARSHIPS, DONATIONS, PARTNERSHIPS FOR LEARNING**

Superintendent Stacy Veld presented this policy with minor revisions. The opening paragraph was removed to align the definition of a policy as the statement of formal guidance that provides the operational framework within which the organization functions.

**Moved by Elizabeth Klassen**

**Seconded by Kate Baggott**

***"That Policy G-20: Sponsorships, Scholarships, Donations, Partnerships for Learning be approved as amended and adopted."***

**CARRIED**

### 5. **A-18: ENVIRONMENTAL SUSTAINABILITY**

Superintendent Stacy Veld reminded the committee that this policy was deferred from February's Policy Committee meeting as a result of the significant amount of feedback received. The majority of the feedback received related more to the DSNB environmental education curriculum and school practices. After a review by Curriculum Services, a report that highlighted the environmental education expectations and concepts in the K-12 curriculum was brought to the Program and Planning Committee meeting in May.



Superintendent Veld shared that the items in the public feedback were addressed in a report that included facility operational practices which was presented to the Finance Committee in October. These items included:

- landscape preservation, preventative maintenance and replacement,
- the work of our Energy and Environmental Coordinators, and
- our Environmental sustainability partnerships including actions for climate change

Superintendent Veld explained that the revisions made to this policy provide clarity and promote the DSBN's commitment to building a culture that values the environment as a whole. Another revision was the inclusion of the DSBN Energy Conservation and Demand Management Plans which is posted on the DSBN website and was added as a reference to the policy.

**Moved by Elizabeth Klassen**

**Seconded by Alex Bradnam**

***"That Policy A-18: Environmental Sustainability be approved as amended and adopted."***

**CARRIED**

### **6. G-35: COPYRIGHT PROVISION**

Board Lawyer Jennifer Feren presented this policy and stated that no revisions were made as the policy is current.

**Moved by Kate Baggott**

**Seconded by Elizabeth Klassen**

***"That Policy G-35: Copyright Provision be approved as received and adopted."***

**CARRIED**

### **7. G-05: WEAPONS**

Board Lawyer Jennifer Feren presented this policy. The revisions to this policy include the reorganization of information and headings to make it easier to follow. The last paragraph was added to include disciplinary actions for staff and clarity was made for disciplinary actions for students.

**Moved by Elizabeth Klassen**

**Seconded by Alex Bradnam**

***"That Policy G-05: Weapons be approved as amended and adopted."***

**CARRIED**

**8. E-17: PERFORMANCE APPRAISAL**

Board Lawyer Jennifer Feren presented this policy. There were no changes made to this policy and no feedback was received.

**Moved by Elizabeth Klassen**

**Seconded by Kate Baggott**

***"That Policy E-17: Performance Appraisal be approved as received and adopted."***

**CARRIED**

**9. I-01: GUIDELINES FOR RETIREMENT/RESIGNATION DATES FOR TEACHERS**

Board Lawyer Jennifer Feren presented this policy. The notification dates were changed to facilitate better planning for both the Board and unions.

**Moved by Elizabeth Klassen**

**Seconded by Alex Bradnam**

***"That Policy I-01: Guidelines for Retirement/Resignation Dates for Teachers be approved as amended and adopted."***

**CARRIED**

**10. I-03: INTERPROVINCIAL/INTERNATIONAL TEACHER EXCHANGE**

Board Lawyer Jennifer Feren presented this policy and stated that minor changes were made to reflect current practise.

**Moved by Elizabeth Klassen**

**Seconded by Kate Baggott**

***"That Policy I-03: Interprovincial/International Teacher Exchange be approved as amended and adopted."***

**CARRIED**

## POLICY COMMITTEE MINUTES

TUESDAY, MAY 17, 2022



### F. ADJOURNMENT

Moved by Elizabeth Klassen

Seconded by Kate Baggott

***"That the Policy Committee meeting be adjourned."***

**CARRIED**

The meeting adjourned at 6:06 p.m.

Next meeting: Tuesday November 15, 2022 @ 5:30 p.m.

# JUN 2022

SUN

MON

TUE

WED

THU

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Audit 5:30 pm

SEAC 5:30 pm

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SAL 9:00 am  
Finance 5:30 pm

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Board Meeting  
COW 6:15 pm  
Regular 7 pm

# JUNE 2022

SUN	MON	TUE	WED	THU	FRI	SAT
			01	02	03	04
Pride Month National Indigenous History Month Filipino Heritage Month	Italian Heritage Month Portuguese Heritage Month		National Accessibility Week (May 29-June 4)	Ascension Day		
05	06	07	08	09	10	11
World Environment Day Shavuot *	Shavuot					
12	13	14	15	16	17	18
World Day Against Child Labour				Martyrdom of Guru Arjan Dev Ji		
19	20	21	22	23	24	25
	World Refugee Day	National Indigenous Day (Canada)			Nativity of St. John the Baptist St. Jean Baptiste Day	
26	27	28	29	30		
Somali Heritage Week (June 26 – July 4)	Multiculturalism Day					

**NOTE:** Days of Significance/Holy Days may vary a few days before or after the indicated date due to the observance of the lunar calendar for some cultures/faiths and time zones.

\* Denotes Days of Significance/Holy Days that begin in **the evening before** the indicated time.