

TUESDAY, FEBRUARY 8, 2022

Public Session: 5:30 P.M. – Virtual Meeting

AGENDA

A. WELCOME

A. Bradnam

B. APPROVAL OF THE AGENDA

A. Bradnam

C. BUSINESS ARISING FROM THE MINUTES

A. Bradnam

D. NEW BUSINESS:

- 1. A-18: Environmental Sustainability – deferred to May 17**
Stacy Veld
- 2. F-03: Facility Access, Key Control and Intrusion Alarm**
Stacy Veld
- 3. G-23: Transfer of Students from Grade 8 to Secondary Schools**
Simon Hancox
- 4. D-04: Elementary Interschool Athletic Program**
Mary Anne Gage
- 5. G-25: Co-Instructional Activities**
Mary Anne Gage
- 6. A-11: Flag Protocol**
Kim Sweeney
- 7. E-05: Digital Technology Use by Staff**
Marian Reimer-Friesen
- 8. E-16: Electronic Communication, Cloud Applications and Social Media Use by Staff**
Marian Reimer-Friesen

E. ADJOURNMENT

Next Meeting: Tuesday May 17, 2022 @ 5:30 P.M.

POLICY

SECTION:	FACILITY SERVICES	POLICY:	F-03
TOPIC:	FACILITY ACCESS AND INTRUSION ALARM	PAGE:	1 of 1
		DATE:	February 2017 February 2022
REVIEW DATE:	January 2022 February 2027	REVISED:	

PURPOSE

In order to protect the District School Board of Niagara’s (DSBN) students, staff, facilities, equipment and assets and to provide reasonable access, the DSBN supports the use of electronic access, master keys and security systems.

1. **EXTERIOR ACCESS**

(a) **Design Standard**

Access to each DSBN facility will be controlled through the use of an electronic access system made up of a card reader at the main entrance door.

(b) **Authority for Design**

Facility Services is responsible for the design, installation and cost associated with the electronic access system. The design of these systems will be consistent throughout the DSBN.

(c) **Access**

~~School Administrators will have the authority to grant access to Board facilities by providing access cards to their school staff.~~

School Administrators will have the authority to grant permission for their school staff to receive an access card to access the school site where they are located, for the purpose of carrying out their work. Upon receiving notice of appropriate authorization, Facility Services will lend an access card to specified school staff.

Facility Services Managers will have the authority to grant access cards or master keys to system support staff, pre-approved contractors, and ~~community groups~~ authorized community partners.

2. **INTERIOR ACCESS**

Distribution and management of interior school keys shall be the responsibility of the School Administrator.

3. **INTRUSION ALARMS**

- Intrusion alarms shall be provided in all facilities where required, to protect DSBN property.
- Each user accessing a facility shall be issued a personal access code which is to be used exclusively by that person.
- Any person or organization who improperly uses the system will be responsible for the cost of any alarm charges.

Reference

Policy C-01: Community Use of Schools

POLICY

SECTION:	SCHOOL OPERATIONS	POLICY:	G-23
TOPIC:	TRANSFER OF STUDENTS FROM GRADE 8 ELEMENTARY TO SECONDARY SCHOOLS	PAGE:	Page 1 of 2
		DATE:	March 2017
REVIEW DATE:	March 2022	REVISED:	

The *Education Act* permits school boards to establish school boundary areas and the District School Board of Niagara (DSBN) has supported community schools by creating school boundaries. This policy directs students to attend their home school, unless for system-wide programming reasons, accessibility to programs, or other extraordinary circumstances where an alternate school request may be granted by the DSBN. Students entering secondary school are expected to attend their home school unless; they are enrolled in a system-wide program, a specialized program or, if there are extraordinary circumstances where an alternate school request may be granted by the DSBN (outlined below).

In order to facilitate an orderly transition process whereby students move from Grade 8 to Secondary School, and to strive for school enrolments that allow for effective programming and appropriate use of facilities, the following concepts will be the basis of the procedural framework used for that purpose:

- a) **RIGHT TO ATTEND:** Students living within the geographic boundary of the Home School have the right to attend their Home School.
- **HOME SCHOOL:** Students living within the geographic boundary of their Home School (the secondary school within which geographic boundary they live) have the right to attend their Home School. Students will normally attend their Home School (i.e., the secondary school within which geographic boundary they live). If a student has been accepted at an alternate secondary school, that school shall now be deemed to be the student's Home School.
 - **SYSTEM WIDE PROGRAM:** System wide programs have a defined Home School Boundary within each program area and are offered in all areas of secondary schools. (e.g. French Immersion. The following system programs have a defined Home School Boundary within each program area: Extended French (French Immersion*), Specialized School to Work (SSTW) Program and English as a Second Language. This Boundary determines the eligibility of a student enrolled in the program to attend the school. Specialized School to Community (SSTC) placements are determined in collaboration with School Support Services Special Education Staff. Transportation is provided unless the student withdraws from the program and continues to attend the school.)
 - **SPECIALIZED PROGRAMS:** Specialized programs are offered in a limited number of secondary schools. Students apply directly to these programs. (e.g. District of Niagara Academy for the Arts at Laura Secord)
- b) **ALTERNATE SCHOOLS REQUESTS:** The alternate school request process is available for families to request an alternate secondary school outside of their home school area. This process is designed to help eliminate potential barriers that may exist for students who face extraordinary circumstances. Alternate School Requests are reviewed by a Secondary Alternate School Team with student and family input. If a student has been accepted at an alternate secondary school, that school shall be deemed to be the student's Home School. Students may apply to attend an Alternate School however, transportation is not provided. Reasons for an alternate school request are:
- a. DNA Arts Program (Laura Secord Secondary) — no transportation provided
 - b. Eden — no transportation provided
 - c. Technology — St. Catharines Collegiate — transportation provided within St. Catharines/Thorold
 - d. Extraordinary Circumstances — no transportation provided
- c) **MINISTRY RATED CAPACITY:** Secondary Schools are capped at their Ministry Rated Enrolment Capacity (F.T.E.) based on the official projected enrolment.

POLICY

SECTION:	SCHOOL OPERATIONS	POLICY:	G-23
TOPIC:	TRANSFER OF STUDENTS FROM GRADE 8 ELEMENTARY TO SECONDARY SCHOOLS	PAGE:	Page 2 of 2
		DATE:	March 2017
REVIEW DATE:	March 2022	REVISED:	

~~* Students enrolled in French Immersion commencing in Grade 1 continue with this program through Grade 12.~~

Reference:

Policy D-09 Framework for the Provision of Special Education Services

Policy J-01 Transportation Eligibility and Service

POLICY

SECTION:	EDUCATIONAL PROGRAMS AND STUDENT SERVICES	POLICY:	D-04
TOPIC:	ELEMENTARY INTERSCHOOL ATHLETICS PROGRAM	PAGE:	1 of 1
		DATE:	March 2017 February 2022
REVIEW DATE:	March 2022 February 2027	REVISED:	

The District School Board of Niagara (DSBN) recognizes that interschool athletics are an important part of the school experience of elementary students. For some students, the school interschool athletics provides the first opportunity for students to participate in organized sport competition as a learning experience. The Ontario Curriculum Interim Edition 2018 As recognized in the 2019 Ontario Health and Physical Education, Curriculum, emphasizes that within the context of a healthy school, the health and physical education curriculum provides all students with the skills and strategies they need to participate in a wide variety of activities which support students' physical and mental health. interschool programs offer students opportunities to participate in more organized and competitive activities (HPE Curriculum 2019, p.61) which support students' physical and mental well-being. A supportive school environment will endeavour to provide organized and competitive activities through an interschool sports program. These experiences support students to express themselves, build their skills and talents, broaden their interests, and build a sense of belonging to the school community. All staff play a vital role in forming positive relationships and creating conditions where students feel valued, safe, accepted, and encouraged to participate to their greatest ability.

The District School Board of Niagara (DSBN) believes that the elementary interschool athletic program can provide an appropriate level of competition and encourage healthy active participation at the school level. The students should focus on the development of movement competence, positive attitude, sportsmanship and social skills in a safe, non-threatening, and enjoyable setting. As the students grow and their movement skills improve, increased challenges and competition can be provided, including Area and District-wide events. The operating framework and school support for the Elementary Interschool Athletics program is outlined in the DSBN Elementary Interschool Athletics Resource Manual and the Ontario Safety Guidelines produced by OPHEA. Both documents include guidelines to be followed regarding safety and supervision by teachers as coaches, teachers acting as coach liaison, and by volunteer coaches

A wide range variety of interschool sports are will be offered; although however, opportunities will vary within across the DSBN. Student voice and staff volunteers contribute to the type and range of interschool athletics that are offered in any given school. Some sports will be centrally organized and supported by School Curriculum Support Services, while some are others will be organized by Area-teacher volunteers. Area autonomy recognizes the importance of geographic and school community interests. Furthermore, Individual schools are encouraged to make site-school-based decisions regarding participation in each activity that is offered in the Elementary Interschool Athletic program interschool athletic activities. This allows each school to provide a program that best suits the students' and the community's needs throughout the DSBN. Schools will consider activities that allow a broad range of experiences to serve their diverse community and enhance the skills, talents, and interests of students. Existing barriers to participation within interschool athletics will be considered and removed to allow equitable access to opportunity, where possible.

References

DSBN Interschool Athletics Resource Manual
Ontario Safety Guidelines by OPHEA

POLICY

SECTION:	SCHOOL OPERATIONS	POLICY:	G-25
TOPIC:	CO-INSTRUCTIONAL CURRICULAR ACTIVITIES	PAGE:	1 of 1
		DATE:	March 2017 February 2022
REVIEW DATE:	March 2022 February 2027	REVISED :	

The District School Board of Niagara (DSBN) recognizes that co-instructional co-curricular activities are an important part of the school experience of elementary and secondary students. physical and mental health. A strong co-instructional Co-curricular program plays a key role in developing students' sense of belonging and engagement. activities support students to express themselves, build their skills and talents and can also broaden their interests. A broad well-delivered co-instructional program greatly enhances the atmosphere of a school and its community and students' sense of well being. A diverse, co-curricular program supports students to see their identities, cultures and lived experiences reflected in the activities which builds a sense of belonging to the school community.

Students are encouraged to participate fully in the academic, athletic, artistic, social and cultural life of the school. Involvement in the school's co-instructional activities will enable students to make new friends and develop a broad range of talents and interests.

Staff are encouraged to participate by offering leadership in these activities. Their individual skills and talents significantly contribute to the type and range of activities that take place in any given school. Student voice, paired with the individual skills and talents of staff, contribute to the type and range of activities that are offered in any given school. The interaction between students and staff greatly increases students' level of satisfaction with their school experience and enhances the likelihood that they will successfully complete their education.

All staff play a vital role in forming positive relationships and creating conditions where students feel valued, safe, accepted and encouraged to participate and contribute to their school community

The DSBN also recognizes and values the importance of volunteers within its organization. Volunteers with varied backgrounds and unique lived experiences can enhance the co-curricular experience for both students and staff.

References

- Policy D-04: Elementary Interschool Athletics Program
- Policy G-01: School Volunteers

POLICY

SECTION:	BOARD GOVERNANCE AND ADMINISTRATION	POLICY:	A-11
TOPIC:	FLAG PROTOCOL	PAGE:	1 of 1
		DATE:	November 2017
REVIEW DATE:	November 2022	REVISED:	

The District School Board of Niagara (DSBN) recognizes the significance and importance of Canada's national symbols. As such, schools and administrative sites including the Education Centre shall, when possible, fly the flag of Canada. As appropriate, and with respect to established protocol, other flags such as the DSBN flag also may be flown.

The rules applied by the Canadian Heritage Department may serve as guidelines for schools and administrative sites that wish to display the National Flag of Canada.

As a mark of respect, flags at DSBN schools and worksites shall be flown at half-mast on any day designated as a time of mourning following the passing of a current student, employee or member of the Board of Trustees, or special recognition by:

- a) The Director of Education or designate
- b) A Federal, Provincial, or Municipal government

POLICY

SECTION:	BOARD GOVERNANCE AND ADMINISTRATION	POLICY:	A-11
TOPIC:	FLAG PROTOCOL	PAGE:	1 of 1
REVIEW DATE:	February 2027	DATE:	February 2022
		REVISED:	

The District School Board of Niagara (DSBN) recognizes the significance and importance of flying flags at schools and administrative sites. Flags provide the opportunity to show support symbolically for days of significance, significant events and important social causes. Flying flags at half-mast gives the DSBN, and schools a way to express mourning and solidarity.

The DSBN will display flags with dignity and respect. This policy is aligned with and supports the principles and expectations of the DSBN's policies for Safe Schools (G-02) and Equity and Inclusive Education (G-03). This policy shall be interpreted to be consistent with all DSBN policies and the Ontario Human Rights Code.

The DSBN follows the Government of Canada's etiquette for flying the National Flag of Canada. These guidelines are not mandatory; however, they provide information to assist when flying the National Flag of Canada, as well as other flags.

Flags other than the Canadian Flag are permitted to be flown throughout the year at schools and administrative sites according to the guidelines below. A list of dates of significance and associated flags will be distributed annually before the start of the school year.

Ongoing collaboration with First Nations, Métis, and Inuit partners will help guide the DSBN to respectfully display flags representing significant events and/or days of importance to Indigenous communities.

Flags that are flown on dates of significance, such as Pride Month or Autism Awareness Day, will be flown on the wall-mounted flagpole on the school. The Canadian flag will be flown on the main flagpole. Flags cannot be flown under the National Flag of Canada.

FLAGS AT HALF MAST

As a mark of respect, flags at DSBN schools and worksites shall be flown at half-mast on any day designated as a time of mourning, or for three days following the passing of a current student, employee or member of the Board of Trustees, or special recognition.

Flags may also be flown at half-mast to demonstrate solidarity with a world, national, or local event, for a duration of time determined by the Director of Education.

Flags that become worn or tattered are to be replaced in a timely manner by the school or site.

Requests to raise a flag at a school(s) or work site should be submitted to the appropriate area superintendent. Final approval will be made by the Director of Education or designate.

References

[Policy G-02: Safe Schools](#)

[Policy G-03: Equity and Inclusive Education](#)

[Ontario Human Rights Code](#)

District School Board of Niagara

POLICY

SECTION:	HUMAN RESOURCES - GENERAL	POLICY:	E-05
TOPIC:	DIGITAL TECHNOLOGY USE BY STAFF	PAGE:	Page 1 of 1
REVIEW DATE:	January 2022 February 2027	DATE:	January 2017
		REVISED:	February 2022

It is the policy of the District School Board of Niagara (DSBN) to provide safe and secure digital technology in support of education, research and DSBN business in a manner consistent with the DSBN's strategic plan. The DSBN requires all employees to use digital technology in a responsible, respectful, and lawful manner, including without limitation, respecting the confidentiality and privacy of student, staff and DSBN information that employees utilize to perform their role. ~~The provision of Digital Technology Use by Staff is a privilege, not an assumed right. All users must take full responsibility for their own actions.~~

To this policy, digital technology is defined as the ever-evolving suite of digital software, hardware, computer, and network infrastructures (wired, wireless, social media, Internet, cloud, audio/video collaboration tools, ~~Intranet~~, email, and other emerging technologies) used at the DSBN.

Employees have no right of privacy regarding any file(s) maintained in or any communication(s) through the DSBN's computer system, including but not limited to, electronic mail, telecommunications systems, cloud storage, ~~and electronic data storage devices (USB sticks, network attached storage and portable storage drives) attached to the network such as flash memory Universal Serial Bus (USB) sticks or portable hard drives, Personal Digital Assistants (PDAs) and cellphones.~~

DSBN reserves the right to review any corporate digital technology and communication to ensure use is lawful and complies with DSBN Policies and Administrative Procedures. For purposes of inspecting, investigating or searching the DSBN's computerized files, including but not limited to internet logs, social networks or electronic mail, with just cause, the Director of Education (or designate) may authorize appropriate officials to bypass any applicable personal password or codes in accordance with the best interests and safety of the DSBN, its employees, ~~clients, customers, students, families and visitors or where ordered to do so by law.~~

Inappropriate or illegal use of digital technology at the DSBN may result in disciplinary sanctions up to and including termination of employment.

References

Policy D-1: Digital Technology Use by Students

Policy E-16: ~~Electronic Communications Social Media and Cloud Applications Use By Staff~~ Social Media Use By Staff

SECTION:	HUMAN RESOURCES - GENERAL	POLICY:	E-16
TOPIC:	ELECTRONIC COMMUNICATION, SOCIAL MEDIA AND CLOUD APPLICATIONS USE BY STAFF	PAGE:	Page 1 of 1
		DATE:	January 2017
REVIEW DATE:	January 2022	REVISED:	

The District School Board of Niagara (DSBN) is committed to supporting staff use of electronic social media to interact knowledgeably, responsibly, and professionally as it is recognized that part of modern learning is adapting to the changing methods of communication. Electronic communication and social media create new options for extending and enhancing education when used responsibly and professionally and its use by staff is recognized as a viable means to involve colleagues, parents, and students in academic dialogue.

The DSBN recognizes that all employees are role models and that parents entrust them with the duty to educate their children. The use of electronic communication and social media has the potential to affect this trust and as such, it is expected that social media be used appropriately. All staff members are expected to represent themselves in electronic social media the same way they would in person and to maintain the ethical standards of care, trust, respect and integrity.

Non-compliance by staff with this Policy may result in sanctions and/or the imposition of appropriate discipline.

The DSBN has been utilizing social media in communicating with both DSBN staff and the general public, e.g., Facebook and Twitter, etc. Individuals who are non-compliant with the appropriate use of the electronic social media sites may have their usage restricted or removed.

Reference:

Policy D-01: Technology Use By Students

Policy E-05: Digital Technology Use By Staff

POLICY

revised policy

SECTION:	HUMAN RESOURCES - GENERAL	POLICY:	E-16
TOPIC:	SOCIAL MEDIA USE BY DSBN STAFF	PAGE:	Page 1 of 1
		DATE:	February 2022
REVIEW DATE:	February 2027	REVISED:	

The District School Board of Niagara, (DSBN) supports the use of social media to support district programs, departments, and school sites with a way to engage parents, community members, students, and employees in a responsible, respectful, and professional manner.

Social media is prevalent throughout our society, and as such, can have both positive and negative impacts for its users. DSBN recognizes that what employees share on social media using either official DSBN social media accounts, or their personal accounts reflects on the DSBN. Staff are role models who are entrusted with the education of students and resources and represent the DSBN. The use of social media (DSBN and/or personal) has the potential to affect this trust and as such, it is expected that all social media be used appropriately.

Staff members are expected to maintain a clear distinction between their personal social media use and any DSBN-related social media sites. All staff members are expected to represent themselves on social media (DSBN and/or personal) the same way they would in person and to maintain the professional standards, ethical standards of care, trust, respect and integrity.

All posts must be appropriate, and support abide by principles of equity, inclusion, diversity and anti-racism, human rights and privacy.

Non-compliance by staff with this Policy may result in sanctions and/or the imposition of appropriate discipline, up to and including termination of employment. Individuals who are non-compliant with the appropriate use of the DSBN electronic social media sites may have their usage restricted or removed.

References

- Policy D-01: Technology Use By Students
- Policy E-05: Digital Technology Use By Staff