

TUESDAY, MAY 17, 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. G-31: Voluntary, Confidential Indigenous Student Self-Identification

M. Reimer-Friesen

Recommended Motion

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

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

M. St. John

Recommended Motion

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

3. D-16: Prior Learning Assessment and Recognition - New

L. Smith

4. G-20: Sponsorships, Scholarships, Donations, Partnerships for Learning

S. Veld

5. A-18: Environmental Sustainability

S. Veld

6. G-35: Copyright Provision

J. Feren

7. G-05: Weapons

J. Feren

8. E-17: Performance Appraisal

J. Feren

9. I-01: Guidelines for Retirement/Resignation Dates for Teachers

J. Feren

10. I-03: Interprovincial/International Teacher Exchange

J. Feren

POLICY COMMITTEE AGENDA
TUESDAY, MAY 17, 2022



E. ADJOURNMENT

Next Meeting: Tuesday November 15, 2022 @ 5:30 P.M.

POLICY

SECTION:	EDUCATION PROGRAM & STUDENT SERVICES	POLICY:	D-16
TOPIC:	PRIOR LEARNING ASSESSMENT AND RECOGNITION	PAGE:	1 of 1
		DATE:	May 2022
REVIEW DATE:	May 2027	REVISED:	

The DSBN values learning experiences that have occurred outside of the classroom or through a student’s lived experience. Although these learning experiences may have happened outside of an Ontario secondary school, prior learning may be assessed and formally recognized with credits towards an Ontario Secondary School Diploma (OSSD).

Prior Learning Assessment and Recognition (PLAR) is the formal evaluation and credit-granting process whereby students (including mature students), may obtain credits for prior learning. Prior learning includes the knowledge and skills that students have acquired, in both formal and informal ways, outside secondary school. Students may have their knowledge and skills evaluated against the expectations outlined in the Ontario curriculum to earn credits towards the OSSD.

All credits granted through the PLAR process must represent the same standards of achievement as credits granted to students who have taken the courses.

The PLAR process for day school students and mature students will be carried out under the direction of the school Principal who has the authority to grant credits.

References:

[Ministry of Education Policy/Program Memorandum \(PPM\) 129](#)

[Ministry of Education Policy/Program Memorandum \(PPM\) 132](#)

POLICY

SECTION:	SCHOOL OPERATIONS	POLICY:	G-20
TOPIC:	SPONSORSHIPS, SCHOLARSHIPS, DONATIONS and PARTNERSHIPS	PAGE:	1 of 2
		DATE:	March 2017 May 2022
REVIEW DATE:	January 2022 May 2027	REVISED:	

~~The District School Board of Niagara (DSBN) recognizes the importance of establishing partnerships with all sectors of the community, both public and private, to enhance learning opportunities for students. Partnership programs, community use of school facilities, and the provision of co-operative education work placements by local businesses are but three examples of collaboration. While the DSBN attempts to provide facilities, equipment and other resources needed to support educational programs and co-curricular activities, it is not possible to provide everything that schools or communities may find desirable.~~

Therefore, The DSBN offers its support for the provision of assistance by individuals, businesses and community groups through agreements to provide human, material and financial resources, as well as encouragement and expertise. This assistance may include the provision of scholarships, bursaries, awards or prizes, the sponsorship of events, the purchase of uniforms and equipment, or the donation of items. Sponsorships, scholarships, donations and partnerships must not compromise or exploit students or staff and must be consistent with Ministry Fundraising Guidelines which state that funds raised for school purposes are to be used to complement, not replace, public funding for education and cannot be used to increase the student capacity of a school.

Each sponsorship, scholarship, donation or partnership must be compatible with the DSBN Strategic Plan as well as the expressed purpose of the specific event, activity, program or project being sponsored. At its sole discretion, the DSBN reserves the right to accept or decline offers of sponsorship, scholarship, donation and/or partnership.

Where questions arise regarding the appropriateness of the type and/or conditions of a proposed sponsorship, scholarship, donation or partnership, the Director or other designated personnel should be consulted prior to finalizing such an agreement.

Any sponsorship whose conditions would apply to more than one school would require formal approval by the Board of Trustees. Any formal partnership would require a written agreement and permission of the appropriate Supervisory Officer.

1. DEFINITIONS

Partnership:

A formal, mutually beneficial and enduring relationship that supports the DSBN's Strategic Plan. Essentially, a Partnership is the overall term used to describe a cooperative exchange of human, intellectual, capital or material resources that is formally established through a written agreement but does not constitute a partnership of law.

Sponsorship:

A formal and clearly defined agreement for a specified period of time between the DSBN and a company or community-based organization through which the sponsor provides DSBN with financial or resource support in exchange for advertising opportunities, recognition or other benefits as mutually agreed upon between the Sponsor and the DSBN.

Donation:

A voluntary gift in the form of money, goods or services, made for philanthropic reasons, where the tangible benefit for the Donor is acknowledgement of a charitable donation and/or a letter of thanks.

POLICY

SECTION:	SCHOOL OPERATIONS	POLICY:	G-20
TOPIC:	SPONSORSHIPS, SCHOLARSHIPS, DONATIONS and PARTNERSHIPS	PAGE:	2 of 2
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2. SPONSORSHIP OF EVENTS/PROGRAMS

2.1 Commercial sponsorships of an event or program should be provided in the spirit of community involvement in the life of the school. The corporate sponsor's influence should not alter the competitive or qualitative nature of the activity, or program, or project in any way and should not supersede the identification of the school in prominence.

3. SCHOLARSHIPS, BURSARIES, AWARDS, PRIZES

- 3.1 Individuals or corporations may offer scholarships, bursaries, prizes or awards to recognize excellence in student achievement in academic proficiency, or high-level performance in sports, music, drama, etc. A scholarship or bursary may be a one-time gift or offered on an ongoing basis.
- 3.2 Money received for the purpose of establishing an ongoing scholarship shall be administered in trust by the DSBN.

4. GOODS AND EQUIPMENT

- 4.1 It is recognized that although a donor may make a presentation of money or an item to a specific school, all donations are the property of the DSBN.
- 4.2 All items and equipment donated must meet minimum standards, as determined by the DSBN or outside regulatory bodies, and must not create liabilities deemed unacceptable by the DSBN.

Tax receipts, when requested and appropriate, will be authorized by the Superintendent of Business Services, according to established procedures.

POLICY

SECTION:	BOARD GOVERNANCE AND ADMINISTRATION	POLICY:	A-18
TOPIC:	ENVIRONMENTAL SUSTAINABILITY	PAGE:	1 of 1
REVIEW DATE:	February 2025 May 2027	DATE:	February 2020 May 2022
		REVISED:	

The District School Board of Niagara (DSBN) recognizes the interdependence of the environment, the economy and society, and the challenge of balancing all three in building a healthy, sustainable future. The DSBN believes in the concept of sustainable development as defined by the United Nations World Commission of Environment and Development and is committed to assuming a leadership role, corporately and in school communities, by modelling sound environmental education and management attitudes and practices.

~~“meeting the needs of the present generation without compromising the ability of future generations to meet their own needs”~~

The DSBN will ~~is committed to meeting the following objectives for environmental sustainability:~~

- ~~Promoting~~ Promote teaching and learning about environmental issues and solutions.
- ~~Engaging~~ Engage students, and staff, and school community to participate actively in practicing and promoting environmental stewardship both in the school and in the community.
- ~~Providing~~ Provide leadership by implementing and promoting responsible environmental practices throughout the education system so that students, staff, parents/guardians, and community members become dedicated to living more sustainably.
- Build a culture that values the environment by promoting awareness of responsible purchasing and disposal practices to support energy use efficiencies and conservation.
- ~~Develop and promote ecologically sound purchasing and disposal practices~~
- Facilitate sound waste management procedures with a strong emphasis on reduction strategies (reduce, reuse, recycle).
- Design safe school grounds with an ecological focus, recognizing the importance of creating and sustaining healthy, natural school grounds that support child development and learning.
- Focus on reducing our global footprint by aggressively addressing utility waste and greenhouse gas emissions in compliance with legislative requirement O. Reg. 507/18: Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans, and as referenced in the DSBN Energy Conservation and Demand Management Plans.

References:

- Policy D-10: Environmental and Outdoor Education
- [DSBN Energy Conservation and Demand Management Plans](#)
- [O. Reg. 507/18: Broader Public Sector: Energy Reporting and Conservation and Demand Management Plans](#)
- [United World Commission on Environment and Development Report](#)

District School Board of Niagara

POLICY

SECTION:	SCHOOL OPERATIONS	POLICY:	G-35
TOPIC:	COPYRIGHT PROVISION	PAGE:	Page 1 of 1
REVIEW DATE:	June 2022 <u>May 2027</u>	DATE:	June 2017 <u>May 2022</u>
		REVISED:	

This policy provides guidance to District School Board of Niagara (DSBN) staff with respect to compliance with copyright provisions under the Fair Dealing Guidelines as developed by the Council of Ministers of Education Canada Copyright Consortium.

It is the policy of the DSBN to comply with the *Fair Dealing Guidelines* as developed by the Council of Ministers of Education Canada (CMEC) Copyright Consortium. The DSBN will communicate the *Fair Dealing Guidelines* to all school locations on an annual basis in order to ensure that all staff understand the obligations of the school board in accordance with the *Copyright Modernization Act*.

Reference

[Copyright Modernization Act](#)

[Fair Dealing Guidelines – Council of Ministers of Education Canada \(CMEC\) Copyright Consortium](#)

[Fair Dealing Decision Tool](#)

POLICY**ORIGINAL**

SECTION:	SCHOOL OPERATIONS	POLICY:	G-05
TOPIC:	WEAPONS	PAGE:	Page 1 of 1
REVIEW DATE:	June 2022	DATE:	June 2017
		REVISED:	

The term "weapon" has broad meaning. It includes everything from firearms and knives to commonplace objects like pen knives, laser pointers, aerosol/pump sprays and elastic bands. The design intended use and specific circumstances will often dictate whether an object is viewed as a weapon or not.

Section 2 of the *Criminal Code of Canada* defines "weapon" as follows:

- Anything used or intended for use in causing death or injury to persons whether designed for that purpose or not
or
- Anything used or intended for use for the purpose of threatening or intimidating any person.
- Firearms are included in this definition.

The Regulations under the *Criminal Code of Canada* confirm prohibited weapons include but are not limited to such things as gas discharge devices, mace, numchuks throwing stars, electronic "zappers", brass knuckles, silencers, and switchblades.

1. (a) Firearms or prohibited weapons defined under the *Criminal Code of Canada* and its Regulations will not be permitted on school property or at any school sponsored event or activity.
 - (b) Any student who threatens to use, or is found in possession of, a firearm or prohibited weapon will face disciplinary action by the Administrator. Consequences may include maximum-term suspension and recommendation to the DSBN for expulsion.
 - (c) Police shall be involved when a student has threatened to use, or been found in possession of, a firearm or prohibited weapon.
2. If any firearm or prohibited weapon is found, Police must be notified and the firearm or prohibited weapon will be turned over to the Police.
3. Disciplinary consequences regarding the threat to use or use of other weapons (excluding firearms or prohibited weapons) by students may include maximum-term suspension and recommendation to the DSBN for expulsion. Police may be involved.
4. If the Administrator in their sole discretion determines that it is prudent to return certain confiscated objects (other than firearms and prohibited weapons) to the student's parent/guardian, the Administrator will do so with the clear instructions to the parent/guardian that such object(s) shall not be brought to school in the future.

References

- Policy G-02: Safe Schools
 Policy G-08: DSBN Code of Conduct for Schools
 Policy G-28: Student Discipline

POLICY**NEWLY REVISED**

SECTION:	SCHOOL OPERATIONS	POLICY:	G-05
TOPIC:	WEAPONS	PAGE:	Page 1 of 1
REVIEW DATE:	May 2027	DATE:	May 2022
		REVISED:	

The term "weapon" has broad meaning. It includes everything from firearms and knives to commonplace objects like pen knives, laser pointers, aerosol/pump sprays and elastic bands. The design intended use and specific circumstances will often dictate whether an object is viewed as a weapon or not.

Criminal Code Definitions of Weapons and Prohibited Weapons

Under the *Criminal Code of Canada* "weapon" means any thing used, designed to be used or intended for use:

- In causing death or injury to any person, or
- For the purpose of threatening or intimidating any person

And includes firearms and anything used, designed to be used or intended for use in binding or tying up a person against their will.

The Regulations under the *Criminal Code of Canada* confirm prohibited weapons include, without limitation, such things as firearms, tasers, gas discharge devices, including mace, nunchaku (also known as numchuks), shuriken (also known as throwing stars), electronic "zappers", brass knuckles, silencers, and switchblades.

Prohibition Against Weapons on DSBN Property

Firearms and prohibited weapons defined under the *Criminal Code of Canada* and its Regulations will not be permitted on school or DSBN property or at any school or DSBN sponsored event or activity.

Firearms and Prohibited Weapons - Police Support

If any firearm or prohibited weapon is found on school or DSBN property or in the possession of a student or staff member, Police must be notified and the firearm or prohibited weapon will be turned over to the Police. Similarly, Police shall be involved when a student or staff member has threatened to use a firearm or prohibited weapon.

Student Discipline re: Firearms and Prohibited Weapons

Any student who threatens to use, or is found in possession of, a firearm or prohibited weapon will face disciplinary action by the Administrator. Consequences may include maximum-term suspension and recommendation to the DSBN for expulsion.

If the Administrator in their sole discretion determines that it is prudent to return certain confiscated objects (other than firearms and prohibited weapons) to the student's parent/guardian, the Administrator will do so with the clear instructions to the parent/guardian that such object(s) shall not be brought to school in the future.

Staff Discipline re: Firearms and Prohibited Weapons

Employees who fail to comply with this Policy may be subject to disciplinary action, up to and including dismissal from employment.

References

Policy G-02: Safe Schools
 Policy G-08: DSBN Code of Conduct for Schools
 Policy G-28: Student Discipline

POLICY

SECTION:	HUMAN RESOURCES - GENERAL	POLICY:	E-17
TOPIC:	PERFORMANCE APPRAISAL	PAGE:	Page 1 of 1
REVIEW DATE:	January 2022 May 2027	DATE:	January 2017 May 2022
		REVISED:	

INTRODUCTION

The District School Board of Niagara (DSBN) is committed to improved student achievement and well being through excellence in teaching, service delivery, ongoing learning opportunities for all staff and the delivery of a range of support services to schools, departments and DSBN administrative centres. The DSBN strives to provide an environment where employees are encouraged to perform the duties of their positions at the highest level achievable. Regular and cyclical performance appraisals for all employees support this commitment.

Performance development and appraisal has a positive effect on student achievement and staff effectiveness, assists in the identification of professional learning and training needs, and supports a positive workplace climate. Employee performance appraisal is a key factor in supporting DSBN's strategic plan.

Formal performance appraisal is one part of an ongoing reflective process between employee and immediate supervisor to assess skill development, support continuous high-quality performance, complement ongoing individual performance, engage in learning and training dialogues, and act as a catalyst for professional growth.

DEFINITION*Performance Appraisal*

The performance appraisal is a cyclical process that provides an opportunity for feedback and discussion regarding professional growth, clarifies job expectations, identifies areas where performance management would be beneficial and confirms individual levels of performance in comparison to established standards. Appraisals are documented in accordance with DSBN guidelines, technical manuals and legislation. Ongoing observation of the employee's interactions with students, the community, parents, immediate supervisors and coworkers, along with the objectives achieved during the review period provide the framework from which the performance appraisal is compiled.

POLICY

SECTION:	TEACHING STAFF	POLICY:	I-1
TOPIC:	GUIDELINES FOR RETIREMENT/RESIGNATION DATES FOR TEACHERS	PAGE:	1 of 1
		DATE:	June 2017 May 2022
REVIEW DATE:	June 2022 May, 2027	REVISED:	

1. RETIREMENT/RESIGNATION

The District School Board of Niagara (DSBN) believes that resignations for retirement or personal purposes are best co-ordinated with student program and learning when the retirements come at natural breaks in the school year. Requests for retirement or resignation will be granted if:

- (a) written notice is given by ~~November 30th~~ **October 31st** for retirement/resignation at the end of December (elementary);
- (b) written notice is given by ~~November 30th~~ **October 31st** for retirement/resignation at the end of Semester 1 (secondary);
- (c) written notice is given by ~~May 1st~~ **April 1st** for retirement/resignation at the end of June, July or August (both elementary and secondary).

2. SPECIAL CIRCUMSTANCES

- (a) All other dates must be recommended to the DSBN by the Director of Education as "special circumstances". There is no automatic approval if the notice given is less than the statutory requirement of the Employment Standards Act. Teachers should contact the appropriate Superintendent of **Human Resource Services** if they are contemplating retirement or resignation at a time other than those outlined in #1 above.
- (b) Please note: Teachers contemplating resignation for the purpose of remaining eligible for commuting a pension are subject to the guidelines stated above.

POLICY

SECTION:	TEACHING STAFF	POLICY:	I-3
TOPIC:	INTERPROVINCIAL/INTERNATIONAL TEACHER EXCHANGE	PAGE:	1 of 1
		DATE:	June 2017 May 2022
REVIEW DATE:	June 2022-May 2027	REVISED:	

It is the policy of the District School Board of Niagara (DSBN) to permit opportunities for professional growth of its teaching staff through a Teacher Exchange policy administered in accordance with DSBN Procedures.

The opportunity is ~~directed at~~ **considered for** teachers with a proven record of excellence. Applicants shall be required to fulfill expectations in the areas of qualifications, experience and a record of commitment to the DSBN, as outlined in the DSBN Procedures. The period of exchange will last for a school year with start and end dates coinciding with the natural breaks in our school year calendar such as, start/end of semesters, holiday periods or as determined by the DSBN.

The DSBN shall pay all salary and benefits to a successful applicant in accordance with the appropriate Collective Agreement and subject to the provisions of the benefit carrier.

The successful applicant shall agree to continue active teaching employment with the DSBN for a full year after the exchange, thus providing the opportunity to share professional growth gained during the exchange. The DSBN shall guarantee the successful applicant's employment with seniority rights, subject to redundancy, as outlined in the appropriate Collective Agreement, upon ~~his/her~~ **their** return to the DSBN.