



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

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**BOARD ROOM – EDUCATION CENTRE**

**September 25, 2018**

6:15 – 7:00 p.m. (Private Session)

7:05 – 10:00 p.m. (Public Session)

**ATTENDANCE:**

**Board:** Sue Barnett, Helga Campbell, Lora Campbell, Diane Chase, Linda Crouch, Jonathan Fast, Cheryl Keddy Scott, Kevin Maves (Vice Chair), Dale Robinson (Chair), Dave Schaubel

**Student Trustees:** Amal Qayum and Keylee Smith

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

**Regrets:** Jennifer Ajandi

**Recording Secretary:** Christina Dero

**Technical Support:** Wendy Coit

**A. COMMENCEMENT OF THE MEETING OF THE BOARD**

1. **Acknowledgement of Traditional Territory**

Chair Robinson 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 Robinson called the Regular Meeting of the Board to order at 7:05 p.m.

Chair Robinson welcomed guests who were in the gallery.

**COMMENCEMENT OF THE MEETING OF THE BOARD – continued**

**Call to Order and Noting of Members Absent**

Chair Robinson noted the absence of Trustee Ajandi.

**3. Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

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

**Moved by Sue Barnett  
Seconded by Jonathan Fast**

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

**CARRIED**

**Moved by Helga Campbell  
Seconded by Jonathan Fast**

**“That the Board do now return to open meeting.”**

**CARRIED**

The Board returned to open meeting at 6:57 p.m.

**C. SINGING OF “O CANADA”**

The Board stood as “O Canada” was performed by the A.K. Wigg Public School choir via video.

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

**D. REFLECTIVE READING**

There was no reflective reading.

**E. BUSINESS OF THE BOARD**

**1. Adoption of the Agenda**

Trustee Crouch requested that the agenda be amended to include a motion under Agenda Item L. New Business, to adopt OPSBA’s draft election guidelines

effective immediately and authorize staff to post such guidelines on the DSBN website forthwith.

**Moved by Linda Crouch  
Seconded by Lora Campbell**

**“That the Agenda be adopted as amended.”**

**CARRIED**

**2. Approval of Board Minutes**

**Moved by Jonathan Fast  
Seconded by Lora Campbell**

**“That the Minutes of the Regular Meeting of the District School Board of Niagara dated June 25, 2018 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 Kevin Maves  
Seconded by Sue Barnett**

**“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**

**Update from Provincial, Regional and Local Perspective:**

**a) Recognition of Carrie Soucy, School Council Chair, Kate S. Durdan Public School**

Director Hoshizaki recognized Carrie Soucy for being a dedicated volunteer and an important member of the Kate S. Durdan PS community.

**EDUCATIONAL SHOWCASING OR PRESENTATIONS – continued****Recognition of Carrie Soucy, School Council Chair, Kate S. Durdan Public School**

When Carrie's youngest daughter entered Junior Kindergarten it was evident that Carrie had a LOT to offer the school community. She had been part of School Council in past years and her dedication and support of Kate S. Durdan was reflected at these meetings. Once her youngest daughter started school Carrie was more visible around the school. She volunteered on school trips, offered to help decorate for various school events, and has a natural instinct of what needs to be done. She was soon being asked to assist whenever help was needed and Carrie would happily 'take it on' and see any task through to the end.

Carrie is now the School Council Chair and a lunchroom supervisor. She runs the Niagara Nutrition Program, leads successful fundraising endeavours, and co-plans school events like the school book fair, family movie night and math night. Carrie excels at any volunteer task. When more help is needed you can count on Carrie to rally other volunteers as well. She is a very detail-oriented person and her willingness to take on any project and see it to successful completion has been much appreciated over the years. She is the school's 'go to' person.

While wearing many hats, Carrie also projects a warm, cheerful attitude to school staff, students and parents. She resolves conflicts and handles other difficult situations with remarkable patience and admirable tact. She is always a Kate S. Durdan champion. Carrie loves people, works hard, and always tries to lift the spirits of those around her.

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

**b) Recognition of Kim Palmerino, Teacher, Connaught Public School**

Director Hoshizaki recognized Kim Palmerino for being a tireless advocate for students with differing needs and for being passionate about autism awareness.

Kim is a beloved classroom teacher. She is calm and patient with her students and because of this gift, other staff often seek out her advice when working with their own students.

Kim organizes the Autism Awareness week at Connaught Public School each year. She invests a tremendous amount of time and effort into planning the assembly, ensuring that all of the students with autism are involved, and organizes a coin drive that this year, raised \$700 for the Niagara Chapter of Autism Ontario.

As part of the school's very team-oriented staff, Kim is the first to volunteer to help out, cover duty or a class for a colleague, try a new program with the instructional coach, and even pitch in with EQAO preparations. Kim

**EDUCATIONAL SHOWCASING OR PRESENTATIONS – continued****Director's Report and Recognition****Recognition of Kim Palmerino, Teacher, Connaught Public School**

constantly celebrates her students' successes, often coming eagerly to Principal Diiorio to show off her students' work. The pride in her voice is undeniable. Her positivity and enthusiasm is contagious. Kim is a wonderful, dedicated teacher and person and is an important part of the team at Connaught Public School.

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

**b). Director's Update to Trustees****i. Summer H.E.A.T.**

Students involved in DSBN's Summer HEAT program had a summer full of learning. This program assists students in maintaining and further enhancing their literacy and math skills during the summer months. The Summer HEAT (Helping Everyone Achieve Together) program employs an early intervention strategy to help better prepare students for the new learnings that will follow in the subsequent grade in the Fall.

Students engaged in planting, science experiments, coding, Outdoor Education and they participated in Indigenous presentations and fine arts activities in partnership with various community members.

Physical education and healthy living was part of the daily events and incorporated into outdoor play and classroom lessons. Healthy breakfast and snacks were provided to the students daily.

**ii. Out of School Excursions Involving Water**

During the summer of 2017, the tragic drowning of a TDSB student during a school canoe trip prompted a review of all school board policies surrounding outdoor education and excursions by the Ontario Ministry of Education. The District School Board of Niagara suspended all out of school excursions that involved water activities and conducted a comprehensive review of related policies and administrative procedures.

Both the Ministry of Education and DSBN have completed their reviews. As a result, we are confident DSBN's administrative procedure has all the measures in place for these field trips to protect the safety of our students. Schools may now consider out of school excursions that involve water activities.

**EDUCATIONAL SHOWCASING OR PRESENTATIONS – continued****Director's Update to Trustees****iii. Meridian is Taking Centre Stage at Greater Fort Erie Secondary School (GFESS)**

Meridian recently announced it is contributing \$500,000 towards the cost of the theatre at GFESS. This new partnership between the DSBN and Meridian will see the school's theatre renamed as the Meridian Centre for the Arts.

Building the Centre for the Arts alongside GFESS was an ambitious project. It was not something DSBN could have done alone. However, we had a tremendous partner in the Town of Fort Erie, and now, Meridian and we are thrilled to have their support.

The fundraising committee has done an incredible job making the case for this showcase facility for students and the community.

**iv. Rowan's Law Day**

The first annual Rowan's Law Day is September 26, 2018. All schools across the DSBN will be engaging in promoting concussion awareness and injury prevention.

DSBN's Rowan's Law Day committee has met regularly over the past several months with the goal of helping to familiarize school communities with Rowan's story and beginning to develop an awareness of these serious injuries in DSBN schools. The committee compiled resources to help schools get started. Resource kits delivered to each school included lesson plans, posters, social media content, a story book for elementary, and concussion goggles for secondary schools.

The DSBN will participate in Rowan's Law Day each year and continue to engage in initiatives that help to prevent these serious injuries.

Director Hoshizaki added that he has been invited to the Provincial Legislature on September 26, 2018 as a Concussion Awareness Ambassador by the Honourable Sylvia Jones, Minister of Tourism, Culture and Sport, in order to commemorate Rowan's Law Day across the province.

**v. Valley Way Public School's New Playground**

A new school year always brings excitement and hope but this year, the excitement-level was at an all-time high at Valley Way Public School. When students returned from their summer break, they were greeted by our smiling staff and a brand-new playground structure. The students at

**EDUCATIONAL SHOWCASING OR PRESENTATIONS – continued****Director's Update to Trustees****Valley Way Public School's New Playground**

Valley Way have been without a playground since approximately 2002, when many of the current parents were students at Valley Way. The playground was initiated and supported by our Board of Trustees and senior leadership team and funded by DSBN.

Since the beginning of the school year, students can be seen climbing and sliding during fitness breaks and throughout the day. Students are thrilled by the new addition, In fact, Daniel, a grade 6 student, stated that the playground “was the best upgrade for the school ever!” Liam, also in grade 6, said that it “made the playground great again.”

The students are thrilled with the amount of climbing opportunities as they are able to challenge themselves to ‘make it further’ each time and feel so proud when they make it across the monkey bars. In fact, one teacher overheard a student exclaim that “Monkey bars are my life!” Many students have expressed that the playground has given them something to do during breaks. Teachers are noticing cooperative play as students wait patiently for their turn on the climbers or slide hand-in-hand on the double slide, otherwise known as the ‘friend slide’.

The students at Valley Way Public School we would like to say ‘Thank You’ to the Board of Trustees.

**Trustee Keddy Scott entered the Board room at 7:25 p.m.**

**2. Educational Showcases****a) E.L. Crossley Secondary School Link Crew**

Superintendent Smith introduced the showcase, which highlighted the program that was implemented at E.L. Crossley Secondary to ease the transition from grade 8 to secondary school.

Principal Janice Sargeant explained that a team of 5 staff members and 50 students form the Link Crew and that all incoming grade 9 students receive a personal invitation to meet their Link Crew leaders.

Teacher Michelle Gibson explained that students are thriving because of this program that built on the belief that students can help students. Senior students develop leadership skills and the relationships that are built create a positive energy a sense of community.

Link Crew leaders presented program highlights, which include high school orientation, academic follow-ups, social follow-ups, and regular leader-

**EDUCATIONAL SHOWCASING OR PRESENTATIONS – continued****Educational Showcases****E.L. Crossley Secondary School Link Crew**

initiated contacts so the grade 9 students know their leaders are always there for them.

Trustees commended the students and staff for this outstanding program.

**G. STUDENT ACHIEVEMENT REPORTS****1. 2017-2018 EQAO and OSSLT RESULTS REPORT**

Moved by Jonathan Fast  
Seconded Helga Campbell

**“That the 2017-2018 EQAO and OSSLT Results Report dated September 25, 2018 be received.”**

**CARRIED**

Superintendent Roberto presented the EQAO results for the 2017-2018 school year and highlighted increases seen in reading, writing, and mathematics. Superintendent Roberto added that the positive results can be attributed the targeted focus and the strategies that are being used in schools.

Superintendent McGregor shared the results of the OSSLT Secondary School Literacy Test and secondary EQAO results. Superintendent McGregor shared strategies that are being used to ensure continued progress and success.

**H. DELEGATIONS**

There were no delegations.

**I. BOARD RECESS**

There was no board recess.

**J. OLD BUSINESS****1. ACCOUNTS**

Moved by Sue Barnett  
Seconded by Lora Campbell

**OLD BUSINESS – continued****ACCOUNTS**

**“That the Summary of Accounts paid for the months of June and July 2018, totaling \$38,589,634.48 be received.”**

**CARRIED**

**2. REPORT OF THE AUDIT COMMITTEE**

Trustees received a handout of the report prior to the start of the Board meeting.

Moved by Sue Barnett  
Seconded by Linda Crouch

**“That the report of the Audit Committee dated September 10, 2018 be received.”**

**CARRIED**

**3. REPORT OF THE PARENT INVOLVEMENT COMMITTEE**

Moved by Lora Campbell  
Seconded by Helga Campbell

**“That the report of the Parent Involvement Committee dated September 12, 2018 be received.”**

**CARRIED**

Trustee Lora Campbell and Trustee Helga Campbell provided highlights from the September 12, 2018 meeting. Trustee Helga Campbell added that the committee looked at member representation, as well as ways to attract members from areas that are not being represented.

**4. REPORT OF THE SPECIAL EDUCATION ADVISORY COMMITTEE**

Moved by Linda Crouch  
Seconded by Cheryl Keddy Scott

**“That the report of the Special Education Advisory Committee dated September 13, 2018 be received.”**

**CARRIED**

Superintendent Dickson reported that the Special Education Advisory Committee heard a student voice presentation by a grade 10 student as well as an update on the budget.

**5. REPORT OF THE STUDENT TRUSTEE SENATE**

**Moved by Amal Qayum  
Seconded by Keylee Smith**

**“That the report of the Student Trustee Senate dated September 18, 2018 be received.”**

**CARRIED**

Student Trustee Smith reported that the Student Trustee Senate Retreat took place at Walker Living Campus, where Senators were able to bond as a group while planning initiatives for the school year. This year’s focus will be on student empowerment.

Trustee Qayum added the Student Trustee Senate will hold a fundraiser in support of the Education Foundation of Niagara, with the goal of raising more funds than last year. The Student Trustee Senate will also compile a research report that will be presented to Trustees.

**6. REPORT OF THE AD HOC GOVERNANCE COMMITTEE**

**Moved by Lora Campbell  
Seconded by Diane Chase**

**“That the reports of the Ad Hoc Governance Committee dated May 17, 2018, May 29, 2018, and June 11, 2018 respectively, be received.”**

**And**

**“That the draft District School Board of Niagara of Niagara Code of Conduct (2018- 2022) be approved.”**

**And**

**“That the District School Board of Niagara Code of Conduct (2018-2022) form part of the Trustee Handbook.”**

**And**

**“That the District School Board of Niagara Code of Conduct (2018-2022) be implemented and take effect upon passing by the Board.”**

**And**

**“That the following amendments to the By-Laws and Rules of Order of the District School Board of Niagara be approved, with such amendments to take effect at the completion of the mandate of the Ad Hoc Governance Committee (as confirmed by the Board of Trustees at its meeting held April 24, 2018), which is anticipated to be at the end of October 2018, as follows:**

**REPORT OF THE AD HOC GOVERNANCE COMMITTEE – continued**

**L-1 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 Code of Conduct Investigation Committee, which both requires a four (4) year term commitment.**

**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, Chair and Vice-Chair of the Board will meet to consider the preferences submitted and then to assign Trustees to serve on Standing and Statutory Committees. The selection of Committee Chairs will occur in accordance with By-Laws O - 23 and O - 24.**

**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, Chair and Vice-Chair of the Board will meet to consider the preferences submitted and then to assign the Trustees to serve on Standing and Statutory Committees effective September 1st of that same year. The selection of Committee Chairs will occur in accordance with By-Laws O-23 and O - 24.**

**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.**

• Audit Committee.....	3 Board Members
• Policy Advisory Committee.....	5 Board Members
• Program and Planning Committee.....	5 Board Members
• Finance Committee.....	4 Board Members
• Special Education Advisory Committee (SEAC).....	2 Board Members plus 2 appointed Board Member Alternates (this is a legislated four (4) year term)
• Supervised Alternative Learning Committee (SAL).....	1 Board Member
• Parent Involvement Committee.....	2 Board Members
• Student Trustee Senate.....	2 Board Members plus 2 Student Trustees
• Code of Conduct Investigation Committee.....	4 Board Members (Chair, Vice-Chair plus 2 appointed Board Member Alternates (this is a four (4) year term)
• Student Discipline Committee.....	3 Board Members (legislated

**REPORT OF THE AD HOC GOVERNANCE COMMITTEE – continued**

- Ad Hoc Negotiations Committee..... minimum)  
2 Board Members for each contract
- Ad Hoc Properties Disposal Committee..... 2 Board Members (Chair of Program and Planning Committee, and Chair of Finance Committee, or designate)

Other Ad Hoc Committees will be established as required.

L-7 The committee responsibilities of the incoming Chairperson shall be assumed by the outgoing Chairperson, save and except if the incoming Chairperson was the Board member assigned to serve on the Special Education Advisory Committee (SEAC) or the Code of Conduct Investigation (COCI) Committee, then the incoming Chairperson will remain on the SEAC or COCI Committees for the balance of the Board’s four (4) year term.

O-3 All committee recommendations must be presented to the Board for ratification or rejection. Committee recommendations will be recorded in the Committee minutes and provided to the Board no later than at the meeting where the Committee recommendations are being considered.

**CARRIED**

Trustee Keddy Scott provided a summary of the Governance Committee meetings and the recommended amendments to the DSBN By-Laws and Rules of order.

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

There were no questions asked of or by Board members.

**L. NEW BUSINESS**

Moved by Linda Crouch  
Seconded by Lora Campbell

“That DSBN adopt OPSBA’s draft election guidelines effective immediately and authorize staff to post such guidelines on the DSBN website forthwith.”

**CARRIED**

**M. INFORMATION AND PROPOSALS****1. Staff Reports****a) DSBN Staffing 2018-2019**

**Moved by Sue Barnett  
Seconded by Jonathan Fast**

**“That the DSBN Staffing 2018-2019 report dated September 25, 2018 be received.”**

**CARRIED**

Superintendent Courtois reported that the DSBN has increased their complement of teaching and support staff to meet student enrolment for the 2018-19 school year. This includes specialized services and programming that addresses the needs of all learners.

The projected elementary enrolment for the 2018-19 school year is 25,119. The overall teacher hiring for this school year is 80 full-time and 38 part-time, for a total of 118 newly hired teachers.

This year's projected secondary enrolment is 11,455. Sixty-eight secondary teachers were hired in June 2018 to support secondary enrolment, 21 full-time and 47 part-time.

The overall complement of Designated Early Childhood Educators (DECEs) for the 2018-19 school year has increased by nine over the last school year. Staff hiring for this year also includes an addition of seven Social Workers, three Applied Behaviour Analysis (ABA) Facilitators and one Psychologist to support Mental Health and Well-being.

In response to a question from a Trustee, Director Hoshizaki explained that the Ministry of Education requires a 10 year projection of increased enrollment before considering additions to schools, however there are some circumstances when a special request may be considered.

In response to a question from a Trustee, Superintendent Veld indicated that that once secondary schools have completed registrations, information will be shared with Trustees regarding grade 8 student retention.

In response to a question from a Student Trustee, Superintendent Courtois clarified that DSBN follows Ministry of Education guidelines when it comes to the ratio of guidance counsellors to students, however DSBN also has social workers, youth counsellors, and other supports in place to make sure students have the support they need.

**INFORMATION AND PROPOSALS – continued****Staff Reports****DSBN Staffing 2018-2019**

In response to a question from a Trustee about how changes in projection calculations will affect the accommodation review process, Superintendent Veld explained that a four-year average is used, but as DSBN moves ahead, a more weighted average will be used.

**b) Niagara Compliance Audit Committee**

**Moved by Dave Schaubel  
Seconded by Linda Crouch**

**“That the report regarding notification of appointment to the Niagara Compliance Audit Committee dated September 25, 2018 be received for information only.”**

**CARRIED**

**c) Trustee Information Session**

Trustees attended a Question and Answer session with Director Hoshizaki prior to the Board meeting.

**d) Correspondence and Communication**

There was no correspondence or communication.

**4. Trustee Communications and School Liaison**

- a) Trustee Keddy Scott reported on Open House events at Twenty Valley, Central, and Lakeview Public Schools.
- b) Trustee Helga Campbell shared an anecdote about an inquisitive student.
- c) Trustee Barnett reported attending 8 open houses, and added that the parents that she has spoken to are very happy.

Information on events and news happening within the Board can be found at [www.dsbn.org](http://www.dsbn.org) and/or on the schools' websites.

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

**INFORMATION AND PROPOSALS – continued**

**Ontario Public School Boards' Association (OPSBA) Report**

Trustee Chase reported that Trustee Ajandi will be attending the OPSBA Board of Director's meeting on September 28-29, 2018.

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

**6. Future Meetings**

The calendar of October 2018 meetings was provided.

**N. ADJOURNMENT**

**Moved by Sue Barnett  
Seconded by Cheryl Keddy Scott**

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

**CARRIED**

The meeting adjourned at 8:32 p.m.

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**DALE ROBINSON, Chair**

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**WARREN HOSHIZAKI, Director of Education  
and Secretary**