

WATERLOO REGION DISTRICT SCHOOL BOARD

NOTICE OF MEETING

The regular monthly **Board Meeting** of the Waterloo Region District School Board will be held in the Boardroom, Building 2, 1st Floor, 51 Ardelet Avenue, Kitchener, Ontario, on **Monday, November 28, 2022, at 7:00 p.m.**

AGENDA

Call to Order

Approval of Agenda

Consent Agenda**

Receipt/Approval of Minutes:

Approve Minutes - Parent Involvement Committee Meeting of May 17, 2022

Approve Minutes - Special Education Advisory Committee Meeting of June 8, 2022

Approve Minutes - Special Education Advisory Committee Meeting of September 14, 2022

Approve Minutes - Special Education Advisory Committee Meeting of October 12, 2022

Receive Minutes - Board Meeting of October 31, 2022

Receive Minutes – Special Board Meeting of November 14, 2022

Receive Minutes - Inaugural Board Meeting of November 21, 2022

Receipt/Approval of Monthly Reports:

61	Staffing Information – Retirements and Resignations	G. Shantz
64	Staffing Recommendations – Appointments	G. Shantz
66	Student Suspension and Expulsion Report - September 2022	B. Lemon
68	Student Suspension and Expulsion Report - October 2022	B. Lemon

Declarations of Pecuniary Interest

Announcements/Celebrating Board Activities

Communications Good News Update

A. Russell

Delegations

Staff Follow Up

Reports

70	Annual Suspension Report 2021-2022	B. Lemon
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Board Reports

76	2022/2023 Trustee Committee Membership	Chairperson
79	Ontario Public School Boards' Association Director and Voting Delegate	Chairperson

Board Communications

83 Waterloo Region District School Board to Minister of Education - Capital Funding

85 Kawartha Pine Ridge District School Board to Minister of Education and Attorney General

**All matters listed under the Consent Agenda are considered not to require debate by the Board of Trustees and should be approved in one motion in accordance with the recommendation contained in each report.

- 87 Durham District School Board to Minister of Education - Capital Funding
- 89 Durham District School Board to Minister of Education - Student Trustees
- 91 Thames Valley District School Board to Minister of Education
- 93 Grand Erie District School Board to Minister of Education

Other Business

Presentation to Outgoing Chairperson

Chairperson

Question Period (10 minutes)

Future Agenda Items (Notices of motion to be referred to Agenda Development Committee)

Adjournment



Report to Board of Trustees

November 28, 2022

**Subject: Staffing Information –
 Retirements and Resignations**

Recommendation

This report is provided for information of the Board.

Status

The employees listed in Appendix A of this report have received acknowledgement of their retirement or resignation.

Background

The board's practice is to receive information regarding staff retirements and resignations at regular monthly board meetings.

Financial implications

Expenses are within the existing approved budget.

Communications

Employees listed in this report have communicated through Human Resource Services.

Prepared by: Graham Shantz, Associate Director, in consultation with Coordinating Council.

Staffing Statistics – Retirements
Current at November 28, 2022

Retirements: Elementary Teaching Staff				
First	Last	Position/Location	Retirement Date	Years of Service
Barbara	Brum	Teacher, Trillium PS	December 31, 2022	30
Ruth Ann	Hamel	Teacher, Empire PS	December 31, 2022	13
Merry	Schmidt	Teacher, Cedar Creek PS	January 13, 2023	28
Martin	Wilson	Teacher, Rosemount PS	November 25, 2022	19

Retirements: Secondary Teaching Staff				
First	Last	Position/Location	Retirement Date	Years of Service
Homayoun	Eman	Teacher, Eastwood CI	December 31, 2022	17
Linda	Jung	Teacher, Bluevale CI	January 31, 2023	30

Retirements: Administrative & Support Staff				
First	Last	Position/Location	Retirement Date	Years of Service
Audrey	Bunte	Educational Assistant, Jacob Hespeler SS	November 30, 2022	19
Art	Dietrich	Custodian, Eastwood CI	January 1, 2023	18
Nancy	Fisher	Early Childhood Educator, Sandhills PS	January 6, 2023	9
Jan	Hansen	Vice Principal, Franklin PS	January 31, 2023	23
Kathy	Mathers	Principal, Queen Elizabeth PS	November 11, 2022	36
Shelley	Upton	Elementary Head Secretary, Hespeler PS	December 23, 2022	4

Staffing Statistics – Resignations
Current at November 28, 2022

Permanent Staff Resignations			
First	Last	Position/Location	Resignation Date
Keith	Little	Elementary Teacher, Alpine PS	November 10, 2022
Andrea	MacLean	Early Childhood Educator, Coronation PS	November 30, 2022
Gregory	Schneider	Custodian, Laurel Heights SS	October 27, 2022
Brett	Vandermey	Child Youth Worker, U-Turn (Cambridge)	November 11, 2022



Report to Board of Trustees

November 28, 2022

Subject: Staffing Recommendations – Appointments

Recommendation

That the Waterloo Region District School Board approve the appointments to staff as outlined in the report titled “Staffing Recommendations – Appointments, dated November 28, 2022.

Status

The staff appointments as noted on Appendix A of this report are effective the dates indicated.

Background

The board’s practice has been to have appointments presented for information at regular monthly board meetings.

Financial implications

Expenses are within the existing approved budget.

Communications

Employees listed in this report have, or will be advised of the appointments.

Prepared by: Graham Shantz, Associate Director, in consultation with Coordinating Council.

Staffing Information – New Appointments

Current at November 28, 2022

New Appointments: Elementary Teaching Staff			
First	Last	Location	Effective Date
Krishna	Caronongan	Wellesley PS	October 13, 2022
Kara	Hall	Hespeler PS	November 21, 2022
Emily	Helgerman	William G Davis PS	October 17, 2022

New Appointments: Administrative and Support Staff			
First	Last	Position / Location	Effective Date
Reid	Allan	Custodian, Mary Johnston PS / Edna Staebler PS	October 31, 2022
Sasa	Bijelic	Custodian, Grand River CI	November 7, 2022
Dianne	Corris	Custodian, Bluevale CI	October 25, 2022
Mary Lou	Farrugia	Custodian, Preston High School	October 26, 2022
Sarah	Francis	Social Worker, Special Education	October 1, 2022
Robert	Gallant	Custodian, Stanley Park PS / Crestview PS	November 4, 2022
Vernon	Grigg	ITS Manager, Infrastructure Solutions, Networks, & Security	October 11, 2022
Don	Heinmiller	Grounds Technician, Facility Services	November 7, 2022
Maja	Jovanovic	Secretary, WT Townshend PS	November 7, 2022
Treasure	Kauppila	Library Clerk, Manchester PS	October 24, 2022
Robert	Kobetic	IT Supervisor, Infrastructure Solutions, & Networks	November 7, 2022
Sandeep	Lehal	International Admissions Officer, Financial Services	December 1, 2022
Gordana	Lesic	Custodian, MacGregor PS	October 27, 2022
Nash	Lindsay	Custodian, Laurel Heights SS	October 25, 2022
Stefanie	Perri	Secretary, Jacob Hespeler SS	October 31, 2022
Paul	Roque	Custodian, Riverside PS	November 3, 2022
Amanda	Thompson	Social Worker, Special Education	November 14, 2022
Daniel	Westman	Custodian, Alpine PS	November 2, 2022
Yodit	Yadette	Custodian, Groh PS	October 28, 2022
Elisama	Zeledon Martinez	Custodian, Groh PS	November 1, 2022

New Hires - due to retirements, resignations or leaves and are to replace full or part time vacancies.

Human Resources & Equity Services



Report to Board of Trustees

November 28, 2022

Subject: Student Suspension/Expulsion Report September, 2022

Recommendation

This report is provided for the Waterloo Region District School Board with information regarding monthly and year-to-date suspension/expulsion data.

Status

Comparing year to date from September 2021 and September 2022, elementary suspensions have increased by 3 and secondary suspensions have increased by 55.

Comparing year to date from September 2021 and September 2022, school expulsions have remained at 0 and board expulsions have increased by 1.

The most recent month's suspension and expulsion data is included below. The data is accurate up to, and including, the date of collection.

Data from 2021/2022 were collected during a school year with schools operating adapted learning programs including: distance learning and in-person learning.

Suspensions

- Total elementary school suspensions in September 2021 - 59, year to date - 59
- Total elementary school suspensions in September 2022 - 62, year to date - 62
- Total secondary school suspensions in September 2021 - 101, year to date - 101
- Total secondary school suspensions in September 2022 - 156, year to date - 156

Expulsions

- Total school expulsions in September 2021 - 0, Year to Date 0
- Total school expulsions in September 2022 - 0, Year to Date 0
- Total board expulsions in September 2021 - 0, Year to Date 0
- Total board expulsions in September 2022 - 1, Year to Date 1

Violent Incidents

The term violent incident is defined as the occurrence of any of the following or the occurrence of a combination of any of the following; possessing a weapon, including possessing a firearm, physical assault causing bodily harm requiring medical attention, sexual assault, robbery, using a weapon to cause or to threaten bodily harm to another person, extortion, hate and/or bias-motivated occurrences.

- Total elementary/secondary violent incidents in September 2021 - 5, year to date 5
- Total elementary/secondary violent incidents in September 2022 - 7, year to date 7

Background

As requested by the Board, suspension/expulsion data will be presented at the Board meeting each month.

Financial implications

There are no financial implications.

Communications

Upon request, suspension/expulsion data is communicated to the Ministry of Education for statistical purposes.

Prepared by: Bill Lemon, Superintendent, Student Achievement & Well-Being,
Joe Bell, System Administrator, Learning Support Services, and
in consultation with Coordinating Council



Report to Board of Trustees

November 28, 2022

Subject: Student Suspension/Expulsion Report October, 2022

Recommendation

This report is provided for the Waterloo Region District School Board with information regarding monthly and year-to-date suspension/expulsion data.

Status

Comparing year to date from October 2021 and October 2022, elementary suspensions have increased by 128 and secondary suspensions have increased by 53.

Comparing year to date from October 2021 and October 2022, school expulsions have remained the same at 1 and board expulsions have increased by 2.

The most recent month's suspension and expulsion data is included below. The data is accurate up to, and including, the date of collection.

Data from 2021/2022 were collected during a school year with schools operating adapted learning programs including: distance learning and in-person learning.

Suspensions

- Total elementary school suspensions in October 2021 - 55, year to date - 74
- Total elementary school suspensions in October 2022 - 146, year to date - 202
- Total secondary school suspensions in October 2021 - 190, year to date - 289
- Total secondary school suspensions in October 2022 - 186, year to date - 342

Expulsions

- Total school expulsions in October 2021 - 0, Year to Date 1
- Total school expulsions in October 2022 - 1, Year to Date 1
- Total board expulsions in October 2021 - 0, Year to Date 0
- Total board expulsions in October 2022 - 1, Year to Date 2

Violent Incidents

The term violent incident is defined as the occurrence of any of the following or the occurrence of a combination of any of the following; possessing a weapon, including possessing a firearm, physical assault causing bodily harm requiring medical attention, sexual assault, robbery, using a weapon to cause or to threaten bodily harm to another person, extortion, hate and/or bias-motivated occurrences.

- Total elementary/secondary violent incidents in October 2021 - 5, year to date 10
- Total elementary/secondary violent incidents in October 2022 - 8, year to date 15

Background

As requested by the Board, suspension/expulsion data will be presented at the Board meeting each month.

Financial implications

There are no financial implications.

Communications

Upon request, suspension/expulsion data is communicated to the Ministry of Education for statistical purposes.

Prepared by: Bill Lemon, Superintendent, Student Achievement & Well-Being,
Joe Bell, System Administrator, Learning Support Services, and
in consultation with Coordinating Council



Report to Board

November 28, 2022

Subject: Suspension/Expulsion Annual Report

Recommendation

This report is for the information of the Board.

Status

To provide the Waterloo Region District School Board with an annual report concerning suspension, expulsion and violent incident data for the 2021-22 school year.

This report supports the strategic priority of Our Students are First – Each and Every One. The WRDSB continues to support students in alternative programs that support their success. Suspension and expulsion data is helpful in supporting schools as inclusive and caring communities.

Using the previous annual report as a model, staff worked to provide an in-depth analysis of suspension, expulsion and violent incident data. These data were collected with schools operating adapted learning programs including: distance learning and in-person learning.

In Appendix A:

Suspension/expulsion data is analyzed by:

- Percentage of Students Suspended by Enrollment
- Number of Students Expelled
- Violent Incident Reports
- Suspension Analysis by Gender
- Suspension Analysis by Grade
- Analysis by Length of Suspension
- Suspension/Expulsion Analysis by Category
- Suspension Analysis by Location

Background

On May 26, 2008, the Board requested an analysis of annual suspension/expulsion/violent incident data, including statistics on violent incidents.

Financial implications

No financial implications.

Communications

Upon request, suspension/expulsion data is communicated to the Ministry of Education for statistical purposes.

Prepared by: Bill Lemon, Superintendent, Student Achievement & Well-Being
Joe Bell, System Administrator, Learning Support Services
in consultation with Coordinating Council

SUSPENSION/EXPULSION ANALYSIS

September 1, 2021 to June 30, 2022

Percentage of Students Suspended by Enrollment:

Category	Male	Female	Total
Enrollment	35 102	33196	68 298
# of suspensions	1669	504	2173
% of suspensions by enrollment	2.4%	0.7%	3.2%

Number of Students Expelled:

Male	Female	Total
10	3	13

Number of Violent Incident Reports: 61**Suspension Analysis by Gender:**

- 77% of all suspensions were given to males.
- 23% of all suspensions were given to females

Suspension data was collected for students using more inclusive categories; however, the numbers in these categories are not reportable to protect student privacy.

Suspension Analysis by Grade:

Grade	Male	Female
JK/SK	0	0
1	0	0
2	0	0
3	0	0
4	43	2
5	71	23
6	97	32
7	261	62
8	274	65
9	312	124
10	264	97
11	196	62
12	154	37
Total	1669	504

Suspension Analysis by Length of Suspension:

- 1881 87.0% of all suspensions were three days in length or less
- 101 4.5 % of all suspensions were long-term (six days or longer)

Length of Suspension	Number of Suspensions
1	885
2	450
3	546
4	63
5	128
6	13
7	9
8	1
9	4
10	10
11	6
12	5
13	3
14	3
15	2
16	1
17	0
18	1

19	0
20	46
Total	2173

Suspension/Expulsion Analysis by Category:

Code	Category Description	Suspensions
S1	Uttering a threat to inflict serious bodily harm on another person	69
S2	Possessing alcohol or illegal drugs	0
S3	Being under the influence of alcohol or drugs	46
S4	Swearing at a teacher or at another person in a position of authority	87
S5	Committing an act of vandalism that causes extensive damage to school property at the pupil's school or to property located on the premises of the pupil's school	56
S7	Bullying	102
S8	Medical/Immunization	0
S9	Possessing cannabis unless the pupil is a medical cannabis user	42
S10	Being under the influence of cannabis, unless the pupil is a medical cannabis user	21
S11	Possessing alcohol or illegal drugs (except cannabis)	31
Board	Code of Conduct Violation	1226
Board	Fighting/Violence	544
Board	Habitual Neglect of Duty	73
Board	Opposition to Authority	290
Board	Profanity/Swearing	145

S - Suspension

* The number of suspensions for each reason code will appear higher, as one suspension may have had two or more reason codes and therefore counted multiple times. This chart should be used to review the reasons for a suspension, not a total number of suspensions.

Code	Category Description	Suspensions Pending Expulsion
E1	Possessing a weapon, including possessing a firearm.	28
E2	Using a weapon to cause or to threaten bodily harm to another person.	12
E3	Committing physical assault on another person that causes bodily harm requiring treatment by a medical practitioner.	15
E4	Committing sexual assault.	3
E5	Trafficking in weapons or in illegal drugs.	1
E6	Committing robbery.	2
E7	Giving alcohol to a minor.	0
E8	Any activity listed under Suspensions that is motivated by bias, prejudice or hate based on race, national or ethnic origin, language, colour, religion, sex, age, mental or physical disability, sexual	0

	orientation, gender identity, gender expression, or any other similar factor.		75
E9	Bullying, if the pupil has previously been suspended for engaging in bullying and the pupil's continuing presence in the school creates an unacceptable risk to the safety of another person.	2	
E10	Any other activity that, under a policy of the board, is an activity for which a student may be considered for expulsion.	30	

E - Expulsion

* The number of suspensions pending expulsion for each reason code will appear higher, as one suspension may have had two or more reason codes and therefore counted multiple times. This chart should be used to review the reasons for a suspension pending expulsion, not a total number of suspensions.

Suspension Analysis by Location:

Bleachers	2
Cafeteria/Lunch	20
Change Room	34
Classroom	604
Gymnasium	50
Hallway	262
Internet	52
Laboratory	1
Library	4
Not Available	3
Off Site	243
Office	69
Other	68
Parking Lot	48
Portable	9
School Bus	30
School Grounds	589
School Trip	2
Sports Events	2
Staircase	13
Swimming Pool	N/A
Washroom	327



Report to Board

November 28, 2022

Subject: 2022/2023 Board Committee Membership

Recommendation

That the Waterloo Region District School Board approves the 2022/2023 Board Committee Membership as outlined in Appendix A titled "2022/2023 - Board Committee Membership Structure" dated November 28, 2022.

Status

On November 23, 2023, the Chairperson, Vice-Chair and Past Chair, along with the Manager of Corporate Services, met to review the responses to the Trustee Committee Preference Survey and provide the recommendations as attached (Appendix A). Most trustees have been selected for the committee they indicated as their first choice with the exception of where three Trustees selected the same position as their first choice.

Background

On November 17, 2022, trustees received a link to the Trustee Committee Preference 2023 Survey and were asked to submit their committee preferences to the Manager of Corporate Services by November 23, 2022. The survey requested trustees rank their committee choices in order of preference.

Financial Implications

There are no financial implications.

Communications

The new committee membership structure will be posted on the website and communicated to staff responsible for these committees through the Office of the Chairperson.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for Chairperson J. Weston

2022/2023 - BOARD COMMITTEE MEMBERSHIP STRUCTURE

<p style="text-align: center;">Special Education Advisory Committee</p> <p style="text-align: center;"><i>Appointed for 4 Years 2 Trustees & 2 Alternates Meets Monthly 2nd Wednesday</i></p> <ul style="list-style-type: none"> ● F. Meissner ● M. Snyder ● C. Johnson (Alt) 	<p style="text-align: center;">Agenda Development Committee</p> <p style="text-align: center;"><i>Appointed Annually Chairperson, Vice-Chair, Past Chair & 2 Trustees Meets Monthly- 1st Monday</i></p> <ul style="list-style-type: none"> ● J. Weston (Chair) ● K. Woodcock (Vice-Chair) ● S. Piatkowski (Past Chair) ● M. Radlein (Dec-Apr) ● C. Watson (May-Nov) ● PLUS: One trustee rotating alphabetically 	<p style="text-align: center;">Discipline Committee</p> <p style="text-align: center;"><i>Appointed Annually Chairperson & Trustees Meets as required</i></p> <ul style="list-style-type: none"> ● B. Cody (T) ● C. Johnson (M) ● S. Piatkowski (M&T) ● M. Radlein (T) ● M. Ramsay (M&T) ● M. Snyder (T) ● M. Waseem (M) ● C. Watson (M) ● J. Weston (M&T) ● K. Woodcock (M&T)
<p style="text-align: center;">Board Audit Committee</p> <p style="text-align: center;"><i>Appointed for 4 Years 3 Trustees Meets 3 times per year</i></p> <ul style="list-style-type: none"> ● S. Piatkowski ● M. Waseem ● K. Woodcock 	<p style="text-align: center;">Parent Involvement Committee</p> <p style="text-align: center;"><i>Appointed Annually 1 Trustee & 1 Alternate Meets as required</i></p> <ul style="list-style-type: none"> ● M. Radlein ● M. Snyder (Alternate) 	<p style="text-align: center;">Student Program Review and SAL</p> <p style="text-align: center;"><i>Appointed Annually At least 4 Trustees Meets as required</i></p> <ul style="list-style-type: none"> ● C. Johnson ● F. Meissner ● M. Radlein ● M. Snyder
<p style="text-align: center;">Accessibility Committee</p> <p style="text-align: center;"><i>Appointed Annually 2 Trustees Meets as required</i></p> <ul style="list-style-type: none"> ● F. Meissner ● C. Johnson 	<p style="text-align: center;">Equity and Inclusion Advisory Group</p> <p style="text-align: center;"><i>Appointed Annually 2 Trustees Meets as required</i></p> <ul style="list-style-type: none"> ● C. Johnson ● M. Waseem 	<p style="text-align: center;">School Year Calendar Committee</p> <p style="text-align: center;"><i>Appointed Annually 1 Trustee Meets as required</i></p> <ul style="list-style-type: none"> ● B. Cody

<p>Student Trustee & Student Senate Mentor</p> <p><i>Appointed Annually 2 Trustee Meets as required</i></p> <p>Current Mentors:</p> <ul style="list-style-type: none"> ● J. Weston ● K. Woodcock <p>Mentors for next Student Trustee Term:</p> <ul style="list-style-type: none"> ● C. Johnson ● M. Radlein 	<p>Policy Working Group</p> <ul style="list-style-type: none"> ● J. Weston (Chair) ● F. Meissner ● C. Watson ● K. Woodcock ● PLUS: One trustee rotating alphabetically 	<p>Past Directors' Bursary</p> <ul style="list-style-type: none"> ● J. Weston (Chair) ● K. Woodcock (Vice-Chair) ● S. Piatkowski (Past Chair)
<p>Parents Reaching Out Grant Evaluation</p> <ul style="list-style-type: none"> ● M. Waseem 	<p>Mental Health and Addiction Strategy</p> <ul style="list-style-type: none"> ● M. Snyder 	<p>Tim Walker Memorial Award</p> <ul style="list-style-type: none"> ● F. Meissner
<p>Director Performance Appraisal (In Camera)</p> <ul style="list-style-type: none"> ● J. Weston (Chair) ● K. Woodcock (Vice-Chair) ● S. Piatkowski (Past Chair) 	<p>Trustee Self Evaluation Tool</p> <ul style="list-style-type: none"> ● F. Meissner ● S. Piatkowski ● M. Waseem 	<p>Committee Selection</p> <ul style="list-style-type: none"> ● J. Weston (Chair) ● K. Woodcock (Vice-Chair) ● S. Piatkowski (Past Chair)
<p>Internet Content Filtering Working Committee</p> <ul style="list-style-type: none"> ● C. Watson 	<p>Waterloo Education Foundation Inc.</p> <p><i>Appointed Annually Chairperson and Vice-Chairperson Meets as required</i></p> <ul style="list-style-type: none"> ● J. Weston (Chair) ● K. Woodcock (Vice-Chair) 	
<p>School Renaming Committee - AR Kaufman Public School</p> <ul style="list-style-type: none"> ● M. Ramsay ● J. Weston 	<p>School Renaming Committee - Ryerson Public School</p> <ul style="list-style-type: none"> ● C. Johnson ● S. Piatkowski 	



Report to Board

November 28, 2022

Subject: OPSBA 2023 Director and Voting Delegate

Recommendation

That the Waterloo Region District School Board of Trustees confirm or appoint the 2023 Ontario Public School Boards' Association (OPSBA) Director and Alternate Director; and

Confirm or appoint the Voting and Alternate Voting Delegate for the 2023 Ontario Public School Boards' Association (OPSBA) Annual General Meeting.

Status

To confirm or appoint trustees to positions within the Ontario Public School Boards' Association (OPSBA).

Appointment of OPSBA Director/Alternate Director (December 2022 to November 2023)

The constitution and bylaws of the Ontario Public School Boards' Association entitle certain member boards to appoint a trustee representative to the Association's Board of Directors. The Waterloo Region District School Board meets the criteria to be eligible to appoint one Director, as well as one Alternate Director who would act only in the absence of the Director.

Voting Delegate/Voting Alternate – 2023 Annual General Meeting

For the Annual General Meeting, this Board must appoint one member to serve as the Voting Delegate and a second member to act as an Alternate in the absence of the Voting Delegate in preparation for the Association's Annual General Meeting (AGM) being held from June 8-10, 2023 in Blue Mountain, Ontario.

Background

The voting process can be found as Appendix A.

The Board's 2022 trustee appointments to OPSBA were:

- | | |
|-----------------------------|---------------|
| • Director | L. Tremble |
| • Alternate Director | S. Piatkowski |
| • Voting Delegate | S. Piatkowski |
| • Alternate Voting Delegate | L. Tremble |

Note: Should trustees be willing to continue serving in their current roles with the Association, there is nothing within OPSBA's procedures that would prevent re-appointment and the nomination/voting process will be consistent with that followed at the Board's Inaugural Meeting.

Financial implications

No financial implications.

Communications

Confirmations and/or appointments will be communicated by the Manager of Corporate Services to OPSBA following Board approval.

Prepared by: Stephanie Reidel, Manager of Corporate Services on behalf of
Chairperson, J. Weston

Appendix A

**CLARIFICATION OF VOTING PROCESS FOR ELECTION OF OPSBA POSITIONS
FOR 2023**

The information below is provided for clarification of the voting process, if required, for the election of the Director, Alternate Director, Voting Delegate and Alternate Voting Delegate positions at the Board Meeting on Monday, November 28, 2022. Trustees will be using the same process outlined in the Bylaws for Election of the Chair and Vice-Chair.

The Board's bylaws state:

6. Election of Chair and Vice-Chair

- 6.1. The Chair and Vice-Chair for the ensuing year, shall be elected at the first meeting in December each year (*Education Act*, section 208).
- 6.2. The Director shall preside over the election of the Chair.
- 6.3. With the Director presiding, or if absent, the Director's designate, the Board shall proceed to elect a Chair for the ensuing year.
- 6.4. The Director, or if absent, the designate, shall name two scrutineers appointed for the election of Chair and Vice-Chair.
- 6.5. Election Process
 - 6.5.1. The Director or designate shall call for verbal nominations for the office of Chair. No seconder is required.
 - 6.5.2. After a suitable length of time, and after a motion to close nominations has been supported by a majority vote, the Director or designate shall declare nominations closed.
 - 6.5.3. After all nominees have been identified, in random order they will be asked to declare whether they accept the nomination.
 - 6.5.4. An individual who is absent may be considered a candidate if the individual has previously indicated in writing to the Director a desire to stand for election if nominated.
 - 6.5.5. The nominees shall be offered the opportunity to speak to their nomination in random order for a maximum of two minutes each.
 - 6.5.6. A vote by secret ballot shall then be conducted with each Trustee present able to cast one vote.
 - 6.5.7. The Trustee receiving a majority of the votes cast shall be declared elected, but the count shall not be declared.

- 6.5.8. Should no Trustee receive a majority of the votes cast, the Director or designate, shall announce the names of the Trustees remaining on the ballot with the name of the Trustee receiving the fewest number of votes being dropped from the list of candidates.
- 6.5.9. should there be a tie vote between candidates with the least number of votes, there will be a vote including only the candidates with the tie votes to eliminate the candidate with the fewest votes. In the event there is a tie vote after the candidate with the least number has been withdrawn, the Director or designate will call for the drawing of lots. The candidate whose name is drawn will be declared the Chair of the Board for the ensuing year.
- 6.5.10. A Trustee may voluntarily withdraw their name between votes.
- 6.5.11. By motion, the ballots shall be destroyed.

Instructions for a Secret Ballot:

The Board, by majority vote, appoints two staff members to act as scrutineers and such appointments have traditionally been from senior administration.

One of the scrutineers distributes a slip of paper to each trustee following the closing of nominations for the position. Once the ballots are completed, trustees fold the slip of paper in half and the second scrutineer will present the ballot box to each trustee in which he/she will deposit the ballot.

The scrutineers will withdraw from the Boardroom to the Trustees Lounge to count the ballots. The name of the successful candidate will be written on a piece of paper and handed to the Chairperson. The Chairperson will then announce the name of the successful candidate.

However, if a successful candidate is not determined through the first vote, the ballot process must be repeated in accordance with Bylaw Articles 6.5.8 and 6.5.9. If the drawing of lots is required, one scrutineer will be selected to do so.

The same process will be repeated for the remaining positions.

Please contact Stephanie Reidel, Manager of Corporate Services, if you have any questions regarding the election process.



Waterloo Region District School Board

51 Ardelt Avenue
 Kitchener, ON N2C 2R5
 T: 519-570-0003
 F: 519-742-1364
 wrdsb.ca

November 7, 2022

The Honourable Stephen Lecce
 Minister of Education
 5th Floor, 438 University Ave
 Toronto, ON M7A 2A5
 Via email: minister.edu@ontario.ca

Dear Minister Lecce:

I am writing this letter on behalf of the WRDSB Board of Trustees in support of the Thames Valley District School Board's letter dated August 25, 2022.

The Waterloo Region District School Board spans over 1,350 square km and is the 9th largest school board in Ontario, with approximately 65,000 students. Our school board continues to grow at a considerable rate due to the rapid migration of families to Waterloo Region.

As we strive to accommodate escalating student enrolment with quality learning spaces, we are faced with funding and timeline challenges, and we are hopeful that these challenges can be addressed with your support.

The first of these challenges is the limitations of current capital benchmark funding. According to findings from the Operations, Maintenance & Construction Committee (OMC) of the Ontario Association of School Business Officials (OASBO), there is an average gap of approximately 18% between cost estimates and tender prices for new schools tendered from 2015 to 2018.

We currently have 3 capital priority projects (2 elementary schools and 1 elementary addition) in advanced design phase with 3 different architects that are each experiencing cost estimates that far exceed benchmark funding grants in some cases greater than 50%. We also have a 4th school in the process of seeking an architect and expect this project too will experience similar challenges. Increased capital benchmark funding would allow for more realistic budgets for new capital projects moving forward.

Another difficulty we face as a board is a substantial capital backlog of \$445,479,038, projected to reach \$759,399,801 over the next five years. Increased funding for the School Condition Improvement (SCI) and School Renewal Allocation (SRA) grants would assist in alleviating this significant backlog so that we can ensure students are learning in well maintained environments.

Approval timelines also present a challenge for our board as enrollment growth outpaces the speed at which we can secure approvals for new schools and build much-needed student accommodations.

On behalf of the Trustees of the Waterloo Region District School Board, I ask that you please consider the following actions to ensure the timely, cost-effective construction of quality schools for our students:

1. Increase capital benchmark funding for building of new schools and additions to meet current needs.
2. Increase funding to the School Condition Improvement (SCI) and School Renewal Allocation (SRA) grants to reduce WRDSB's capital backlog which presently is at \$445,479,038 and is forecasted to increase to \$759,399,801 over the next five years.
3. Shorten approval timelines for business cases submitted through the Capital Priorities Program and the construction approval process for new schools.

As Trustees this would assist our communities by ensuring our students have the facilities they need for an optional learning environment as enrolment increases and improve overall confidence in public education. Thank you for your consideration on this important matter.

Sincerely,



Scott Piatkowski
Chairperson of the Board of Trustees

cc: Director of Education
Ontario Public School Boards' Association Member Board Chairs



November 10, 2022

The Honourable Stephen Lecce
Minister of Education
438 University Avenue, 5th Floor
Toronto, ON M7A 1N3

The Honourable Doug Downey
Attorney General of Ontario
720 Bay St, 11th Floor
Toronto, ON M7A 2S9

Trustees:

Diane Lloyd
(Chairperson)

Angela Lloyd
(Vice-chairperson)

Cathy Abraham
Terry Brown
Cyndi Dickson
Kailee Dupuis
Rose Kitney
Jaine Klassen Jeninga
Gail Nyberg
Emilio Ojeda
Steve Russell

Maria Mahfuz
Kelly Mitchell
(Student Trustees)

Rita Russo
Director of Education

EDUCATION CENTRE

1994 Fisher Drive
Peterborough, Ontario
K9J 6X6

(705) 742-9773
1 (877) 741-4577
Fax: (705) 742-7801

Website: www.kprschools.ca

Dear Ministers Lecce and Downey:

On behalf of the Kawartha Pine Ridge (KPR) District School Board, I am writing to enlist your support for increased measures to keep our students safe as they travel to and home from school.

Each day more than 23,000 students are bused to school every day on close to 600 different bus routes that travel the over 7,000 square kilometers within the communities we serve.

Along with the Cobourg Police Services Board, the East Ferris Police Services Board, and community police partners across our jurisdiction, we remain deeply concerned that student safety is jeopardized each day by drivers failing to stop for school buses picking up or dropping off students.

To address this long-standing danger, we are lending our voices to call for increased transportation protections for our bused students.

Specifically, we are asking your government to review recent proposed changes to the school bus regulations by Transport Canada regarding required equipment to include:

- infraction cameras
- extended stop sign arms, and
- 360 degree exterior cameras

Further, we are asking for a commitment to apply camera and fine collection technologies, similar to those used on electronically controlled toll highways, to ensure that no offending driver is excluded from the law.

Letter to Ministers Lecce and Downey

November 10, 2022

Page 2

We trust your government will support Ontario school boards and police services in addressing this shared concern for the safety of our students.

Sincerely,

A handwritten signature in black ink that reads "Diane Lloyd". The signature is written in a cursive style with a large initial "D".

Diane Lloyd
Chairperson of the Board

C: Ontario Public School Boards' Association (OPSBA)
MPPs (Kawartha Pine Ridge District School Board)
Cobourg Police Services Board and East Ferris Police Service Board
Police Services (Kawartha Pine Ridge District School Board)
Chairpersons (Public School Boards – Ontario)



Durham District School Board

400 Taunton Road East, Whitby, Ontario L1R 2K6
Phone: 905-666-5500; Toll Free: 1-800-265-3968

The Honourable Stephen Lecce
Minister of Education
5th Floor, 438 University Ave.
Toronto, ON M5G 2K8
minister.edu@ontario.ca

November 11, 2022

Re: Concern Regarding Growth Management and Capital Funding Approval Processes

Dear Minister Lecce,

I am writing on behalf of the Durham District School Board (DDSB)'s Board of Trustees to inform you about the challenges we are experiencing with respect to enrolment growth at Clara Hughes Public School in Oshawa and to highlight the difficulty in keeping pace with new residential development to support students.

Clara Hughes Public School is located in central Oshawa and opened in 2014 to consolidate existing schools in an established neighbourhood. Over time, new families have moved into the neighbourhood due to relatively affordable housing prices and along with neighbourhood turnover, enrolment at the school has steadily increased. As of September 2022, Clara Hughes PS is operating at a utilization rate of 184% capacity, which will grow to 193% by the 2023-24 school year based on projections. There are currently 15 portables on the school site.

The DDSB has included proposed school and child care expansions for Clara Hughes PS in both the 2021 and 2022 Capital Priorities submissions. Unfortunately, the project was not approved in either submission. We are currently taking steps to undertake a boundary review which may result in some students in a specific geographic area being moved to another school. Even if this boundary change takes place, we anticipate that Clara Hughes PS will continue to be under considerable pressure and be at 138% utilization with 8 portables onsite. The lack of approval received for this specific school means that we continue to be behind the curve of change that is taking place as this is just one example of many that we are facing.

As we have recently communicated, our school board requires additional capital approvals and an expedited process to quickly accelerate approved projects in order to keep up with the growth that we are experiencing in Durham Region. The challenges experienced by our board will continue to grow as provincial strategies are implemented to speed up the approval and development of new homes to meet the urgent housing supply and affordability challenges families face. One such example of this is *Bill 23, More Homes Built Faster Act, 2022*, which is currently moving through the legislative process.



@DurhamDistrictSchoolBoard



@DDSBschools

[ddsbs.ca](https://www.ddsbs.ca)

The reality is that the growth experienced in Durham Region in recent years and projected future growth cannot be effectively managed due in part to a lack of capital approvals to match the rate of population increases from new developments, and also due to the length of time from submission to approval to opening of a new school or completion of additions to existing schools.

While we appreciate the challenge the Ministry has in selecting capital priorities submissions for approval each year, we urge your Ministry to do more, to advocate on our behalf at the cabinet table and for the Ministry of Finance to increase funding in the budget for capital priorities to address this issue directly. At this rate, the issue will get worse over the next four years as school boards like ours are unable to effectively respond to the growth in population and student enrolment. We have already heard from many members of our community about these concerns and expect community concerns to increase.

We look forward to your response and support for our growing community as soon as possible.

Sincerely,



Carolyn Morton
Chair, Board of Trustees
Durham District School Board

Cc:

Premier of Ontario
Minister of Finance
Minister of Municipal Affairs and Housing
MPPs in Durham Region
Party Leaders, Education, Municipal Affairs and Housing, and Finance Critics of the New Democratic Party, the Ontario Liberal Party, and the Green Party of Ontario
Chair, Regional Municipality of Durham
Mayors in Durham Region
Trustees, Durham District School Board
All Ontario Public School Boards via OPSBA
All Ontario Catholic School Boards via OCSTA



@DurhamDistrictSchoolBoard



@DDSBSchools

ddsbs.ca



Durham District School Board

400 Taunton Road East, Whitby, Ontario L1R 2K6
Phone: 905-666-5500; Toll Free: 1-800-265-3968

The Honourable Stephen Lecce
Minister of Education
5th Floor, 438 University Ave.
Toronto, ON M5G 2K8
minister.edu@ontario.ca

November 11, 2022

Re: Amending the Education Act for Student Trustees to Move and Second Motions

Dear Minister Lecce,

I am writing on behalf of the Durham District School Board (DDSB)'s Board of Trustees to request an amendment to the Education Act that would permit student trustees to independently move and second motions.

Under Section 55(4) of the Education Act, Student Trustees are not currently entitled to move a motion but may only suggest a motion which would need to be moved and seconded by members of the Board to be debated.

Student representation and participation are essential to the good governance of school boards. With growing interest from student populations in self-advocacy and representation, the requested amendments to the Education Act would be an important step in strengthening student voice and allowing greater participation of Student Trustees. An amendment to the Education Act to permit Student Trustees to independently move and second motions would improve student engagement and help students to bring issues of concern to the Board table for consideration.

This request does not include a request that Student Trustees be granted the right to exercise a binding vote, only that they be permitted to move and second motions so that Board members would then debate and vote on the matter.

Thank you for your consideration of this request.

Sincerely,

Carolyn Morton
Chair, Board of Trustees
Durham District School Board



@DurhamDistrictSchoolBoard



@DDSBschools

ddsb.ca

Cc:

Durham Region MPPs

Trustees and Student Trustees, Durham District School Board

All Ontario Public School Boards via OPSBA

All Ontario Catholic School Boards via OCSTA



@DurhamDistrictSchoolBoard



@DDSBSchools

ddsb.ca



Mark Fisher, Director of Education and Secretary

Lori-Ann Pizzolato
Thames Valley District School Board
1250 Dundas Street
London, ON N5W 5P2

November 14, 2022

Hon. Stephen Lecce
Minister of Education
5th Flr, 438 University Ave
Toronto, ON M7A 2A5

Via email : minister.edu@ontario.ca

Dear Minister Lecce,

On behalf of the Trustees of Thames Valley District School Board (TVDSB), thank you for the opportunity to provide feedback on the Capital Priorities Program. TVDSB is appreciative of the investments the Ministry of Education has made in our region with regards to construction projects.

Still, our work is far from done. The communities our school board serves are experiencing rapid growth, and will continue to do so, especially under *Bill 23, More Homes, Built Faster Act, 2022*. The need for school boards and the Ministry to work together to streamline the process for building new schools has never been greater.

I ask that you please consider the following recommendations for changes to the Capital Priorities Program:

1. **Provide clear criteria and defined turnaround timelines to schoolboards.** It is difficult to create a project plan when approval timelines are unclear.
2. **Reduce approval timelines and required approvals.** While school boards wait for approvals, consulting teams may start working on other assignments. This causes construction delays. Please consider providing clearly articulated submission criteria to school boards, instead of requiring us to receive numerous approvals from the Ministry.
3. **Following approvals, include flexibility, and design amendment options.** From land negotiations, to rezoning, site plan approval, design, and tendering – the approval process often takes so long that the newly opened school no longer meets the needs of the community. School boards experiencing continuous growth like Thames Valley need more flexibility on design amendments to avoid capacity issues at new schools.


Thames Valley District School Board - Office of the Chairperson

1250 Dundas Street, London, Ontario, N5W 5P2 Tel: 519-452-2000 Fax: 519-452-2396 website: www.tvdsb.ca

We build each student's tomorrow, every day.

4. **Review and revise Ministry benchmark funding to keep up with inflation.** Due to inadequate benchmark funding, school boards like Thames Valley spend significant resources attempting to provide the highest value to our communities for the lowest cost. Often, we have no choice but to submit tender requests that are over budget. This results in lengthy approval delays. By the time we receive approval, market conditions may not be favourable for tendering.
5. **Review land priorities funding, provide alternative funding sources and implement firm approval timelines.** Waiting until the Ministry can approve a capital priorities business case before acquiring land can cause significant construction delays, or worse, the loss of potential real estate for a new school.
6. **Provide more flexibility and autonomy with proceeds of Disposition Funding.**
7. **Review the Approval to Proceed (ATP) to tender phase.** Our staff feel that Class 'A' cost estimates are inconsistent with final tender values and represent an unnecessary additional step to the process. We ask that you either remove this requirement or, if these estimates add value for the Ministry, use them as a budget number to provide funding.
8. **Revise the irrevocable bid period.** The Ministry has been recommending at least a 90-day irrevocable bid period to allow for sufficient time to review tenders if they come in over budget. Currently, contractors are not able to hold pricing for this long without having to cover their risk, increasing the project costs. Our Planning team recommends a fast-track approach to ensure a desirable and competitive process.

Thank you once again for your time and consideration. Thames Valley District School Board looks forward to working with you to meet the needs of our rapidly changing and growing communities. Sincerely,



Lori-Ann Pizzolato
Chair, Thames Valley District School Board



Grand Erie District School Board

Education Centre: 349 Erie Avenue, Brantford, Ontario N3T 5V3
 519-755-6301 | www.granderie.ca | info@granderie.ca

November 15, 2022.

The Honourable Stephen Lecce
 Minister of Education
 5th Floor, 438 University Ave
 Toronto, ON M7A 2A5
 Via email: minister.edu@ontario.ca

Dear Minister Lecce,

On behalf of the Grand Erie District School Board, we want to thank you for your investment in our district and students as we work together to support learning, well-being and belonging in Grand Erie. Recent approvals for schools (Caledonia and Brantford) and childcare centres (Brantford and Paris) mean new facilities and schools to support our communities and student success.

We are diligently following process and templates for these projects. For our new elementary school projects in both Caledonia and Brantford, Grand Erie has already reduced the square footage of the project by 10 percent to meet Ministry requirements.

We are all aware the current construction market poses a number of challenges with building supplies and trades labour as work ramps up. Final quotes for work are anticipated to be higher than committed Ministry funding for these projects. Pricing uncertainty, and potential increasing costs that could result from delays have prompted us to reach out to ask for feedback on important issues that could impact project success.

If costs come back higher than funding, how can we work with you to expedite the release of additional funds to keep the project to expected timelines, and thus prevent further delays and further increased cost?

If we encounter delays on a project with respect to meeting Ministry requirements around process and approvals, how can we work with you to expedite approvals to maintain construction schedules?

We are committed to hold to scheduled opening dates to meet the needs of students in these areas. We ask for your support with details on how the Ministry can partner with us to expedite funding and approvals and help Grand Erie maintain costs and timelines.

Sincerely,

Susan Gibson,
 Chair, Grand Erie District School Board
 cc: Director of Education
 Ontario Public School Boards' Association