

FEBRUARY 13, 2023

**WATERLOO REGION DISTRICT SCHOOL BOARD
NOTICE AND AGENDA**

A Committee of the Whole meeting of the Waterloo Region District School Board will be held in the Board Room, Building 2, 51 Ardel Avenue, Kitchener, Ontario, on **Monday, February 13, 2023, at 7:00 p.m.**

AGENDA

Call to Order

O Canada

Approval of Agenda

Declarations of Pecuniary Interest

Celebrating Board Activities/Announcements

Delegations

Cristina Bairos Fernandes - The Board's Role

Ahmed Kassas - Communication with the Public

Julia Malott - Fostering Accepting Environments

Lisa Cook - Closure of the Integrated Support Special Needs Program (ISP)

Jason Blamire - Closure of the Integrated Support Special Needs Program (ISP)

Zack Faubert-Tetreault, Kathleen Hayward, Amanda Wright & Jamie Dyke - Cancellation of French Immersion at Cedar Creek Public School

Staff Follow Up

01 Postponed Motion: Letter to the Minister of Transportation

E. Dougan-McKenzie

Policy and Governance

Reports

02 Development Areas Annual Report

N. Landry / L. Agar

Anonymous Reporting Tool Update

B. Lemon

Board Reports

08 Motion to Schedule: Proposed Bylaw Amendments by Trustee C. Watson

Chairperson

Question Period (*10 minutes*)

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

Adjournment

Questions relating to this agenda should be directed to
Stephanie Reidel, Manager of Corporate Services
519-570-0003, ext. 4336, or Stephanie_Reidel@wrdsb.ca



Report to Committee of the Whole

February 13, 2023

Subject: Staff Follow Up: Postponed Letter to the Minister of Transportation

Recommendation

That the Waterloo Region District School Board write a letter to the Minister of Transportation asking that Fairway Road be redesignated a school zone.

Status

The above motion was moved by Trustee C. Watson and seconded by Trustee B. Cody at the January 23, 2023, Committee of the Whole meeting.

Through a majority vote it was postponed “until such time as staff could contact the Region of Waterloo and determine it would be helpful to the process.”

Staff are prepared to provide the Board of Trustees with a verbal update on this matter at the February 13, 2023, Committee of the Whole meeting.

Background

This motion was proposed during the Chicopee Hills Public School Traffic Update at the January 23, 2023, Committee of the Whole meeting. The update report outlined actions that have been taken recently by the WRDSB and Student Transportation Services of Waterloo Region to address road safety concerns at Chicopee Hills Public School.

Financial implication

There are no known financial implications to writing the letter to the Minister of Transportation.

Communications

If approved and ratified at the monthly Board meeting, the letter will be sent and made available on the WRDSB website under Chairperson Correspondence.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for Executive Officer E. Dougan-Mckenzie in consultation with Coordinating Council



Report to Committee of the Whole

February 13, 2023

Subject: Development Areas Annual Report 2022-2023

Recommendation

That the Waterloo Region District School Board approve the new Development Areas, attached as Appendix A to the report titled "Development Areas Annual Report 2022-2023," presented at the February 13, 2023 Committee of the Whole meeting, effective March 1, 2023; and

That the Waterloo Region District School Board approve the amendments to existing Development Areas, attached as Appendix B to the report titled "Development Areas Annual Report 2022-2023," presented at the February 13, 2023 Committee of the Whole meeting, effective for the 2023-2024 school year; and

That those students residing in the Hunt Club (River Mill North) Development Area as of February 13, 2023, and registered at Hillcrest Public School, may remain at Hillcrest Public School until the end of Grade 6; and

That transportation be provided to Hillcrest Public School for those students in the Hunt Club (River Mill North) Development Area, in accordance with Section 12 (Grandparenting Provision) of Administrative Procedure 4260 - Student Transportation, for a period not to exceed June 30, 2030.

Status

Administrative Procedure 4992 - Temporary Student Accommodation for Development Areas (AP 4992) provides direction for establishing, assigning, reassigning and dissolving Development Areas within the Waterloo Region District School Board (WRDSB). A Development Area (DA) is a geographically defined area, typically inclusive of future or proposed growth and development, removed from an existing school boundary and assigned to a holding school as an interim measure for student accommodation. The WRDSB uses this process where enrolment pressures currently exist or may be exacerbated as a result of an increased student enrolment within a specific school boundary.

The Annual Development Areas Report summarizes recommendations for consideration and decision by the Board of Trustees. The 2022-2023 Annual Development Areas Report recommends the following:

- The establishment of new DAs, effective immediately (Appendix A); and
- The reassignment of existing Development Areas, effective for the 2023-2024 school year (Appendix B).

New DA assignments intend to capture mid to long-range future growth and development plans. In contrast, DA re-assignments reflect a more immediate or urgent

need to re-evaluate holding schools due to growth patterns, student yields, or facility and/ or site considerations.

Background

The WRDSB receives development applications and pre-submissions from municipalities across the Region of Waterloo. WRDSB Planning Staff review, offer comments and may request conditions of approval on certain *Planning Act* applications. Information contained within these circulations is recorded and modelled to analyze and forecast potential student yields, school-level enrolment implications, and accommodation needs.

Development Areas are a tool used in student accommodation planning to assist with enrolment management at the school level in areas where growth and development are occurring or imminent or where a future school is planned. DAs are temporary accommodation measures intended to provide interim student accommodation until permanent accommodation solutions can be implemented.

The following Board Policy and Administrative Procedure outline the process and life cycle of a DA:

- [Board Policy 4012 – School Attendance Areas](#), and
- [Administrative Procedure 4992 – Temporary Student Accommodation for Development Areas](#).

Development Area assignments are staff-driven in consultation with school administrators and Student Transportation Services of Waterloo Region (STSWR). Schedule B of *Administrative Procedure 4992 – Temporary Student Accommodation for Development Areas* outlines considerations in identifying holding schools.

Financial Implications

Student transportation and temporary accommodation costs and/or savings are captured within the respective operating budgets.

Communications

Information about DA assignments is available on the [Planning Department](#) website.

Further, the “School Finder” application on the WRDSB’s website is updated regularly to display the school assignments and transportation eligibility based on up-to-date municipal addressing.

Letters are sent to the local real estate boards and new home sales centres, where possible, to advise them of the Development Area holding school assignments. An [interactive map](#) is accessible from the WRDSB’s website for the public to view.

The WRDSB requests conditions of approval imposed on new developments that meet the DA criteria. These conditions require the developer to post signage and include clauses in Agreements of Purchase and Sale indicating that students from the development may need to be accommodated at schools outside the area. Home

pre-sales have become increasingly popular and have resulted in challenges to the notification process (e.g., there might not be a development sign or formal agreement of purchase and sale available when the buyer is making their decision). Planning staff liaise with developers, realtors, and municipal planning staff to identify additional opportunities to communicate directly with new home buyers.

Before assigning development areas to Holding Schools, school administrators, Superintendents of Student Achievement & Well-Being, Facilities Services and Student Transportation Services of Waterloo Region are consulted.

Prepared by: Lauren Agar, Manager of Planning
Sarah Galliher, Senior Planner
Brandon Coveney, Senior Planner
Christie Kent, Senior Planner
in consultation with Leadership Council

Proposed New 2023-2024 Development Areas and Assignments

Planning Staff are proposing nine new Development Areas (DAs) effective March 1, 2023. An [interactive map](#) illustrating the geographic extent of the proposed DAs and recommended assigned holding school(s) is accessible on the WRDSB's website.

Development Area (Panel)	Municipality	Home School(s)	Proposed Assignment(s)
Baden I (Elem)	Wilmot	JK-8: Sir Adam Beck PS	JK-8: Baden PS
Baden II (Elem)	Wilmot	JK-8: Sir Adam Beck PS	JK-8: Baden PS
Doon South III Extension (Elem + Sec)	Kitchener	JK-8: Groh PS 9-12: Huron Heights SS	JK-6: Pioneer Park PS 7-8: Doon PS 9-12: Southwood SS
Doon South VI* (Elem + Sec)	Kitchener	JK-8: Groh PS 9-12: Huron Heights SS	JK-6: J.W. Gerth PS 7-8: Doon PS 9-12: Southwood SS
Doon South VII* (Elem + Sec)	Kitchener	JK-8: Groh PS 9-12: Huron Heights SS	JK-6: Brigadoon PS 7-8: Doon PS 9-12: Southwood SS
Laurentian West I (Elem)	Kitchener	JK-6: Alpine PS / New Dundee PS 7-8: Laurentian PS / Sir Adam Beck PS 9-12: Forest Heights CI	JK-6: Trillium PS 7-8: Laurentian PS 9-12: N/A
SE Cambridge (Main & Franklin)	Cambridge	JK-6: Chalmers Street PS 7-8: Moffat Creek PS 9-12: Glenview Park SS	JK-6: Chalmers Street PS 7-8: Moffat Creek PS 9-12: Glenview Park SS
SE Cambridge (Upper Greengate Village)	Cambridge	JK-6: Chalmers Street PS 7-8: Moffat Creek PS 9-12: Glenview Park SS	JK-6: Chalmers Street PS 7-8: Moffat Creek PS 9-12: Glenview Park SS
Strasburg I (Elem)	Kitchener	JK-8: Oak Creek PS 9-12: Huron Heights PS	JK-6: Brigadoon PS 7-8: Doon PS 9-12: N/A

*It is noted that proposed new DAs generally do not impact existing students. Within the proposed Doon South VI and VII DAs, fewer than ten students currently reside on existing lots. The proposed DAs would apply to new development and new student registrations only, with the existing students being provided with a limited exception (grandparented) to the assignments of the DA.

Proposed Revisions to Current Development Areas and Assignments

As Development Area (DA) geography and assignments are predictive and reliant on forecasts and projections, it may be advisable to review or amend the geographic extent or holding school assignments from time to time as new information or data becomes available.

Based on a review of current holding school assignments, development trends and updated enrolment projections, reconsideration the following DAs are recommended for the 2023/2024 school year:

Development Area (Panel)	Municipality	Current Holding School Assignment(s)	Recommended Holding School Assignment(s)	Existing Students
All Doon South All Huron South All Rosenberg (Sec – ESL/ELD)	Kitchener	Assignment applicable to the ESL/ELD (MLL) Magnet Program Only 9-12: Eastwood CI	Assignment applicable to ESL/ELD (MLL) Magnet Program Only 9-12: Forest Heights CI	Limited
Doon South I	Kitchener	JK-6: Pioneer Park PS 7-8: Doon PS 9-12: Southwood SS	JK-6: J.W. Gerth PS 7-8: Doon PS 9-12: Southwood SS	No
Doon South III (Elem + Sec)	Kitchener	JK-6: Pioneer Park PS 7-8: Doon PS 9-12: Forest Heights CI	JK-6: Pioneer Park PS 7-8: Doon PS 9-12: Southwood SS	No
Doon South IV (Elem + Sec)	Kitchener	JK-6: Pioneer Park PS 7-8: Doon PS 9-12: Forest Heights CI	JK-6: J.W. Gerth PS 7-8: Doon PS 9-12: Southwood SS	No
Hunt Club (River Mill North)	Cambridge	JK-6: Hillcrest PS 7-8: Woodland Park PS 9-12: Jacob Hespeler SS	JK-8: Woodland Park PS 9-12: Jacob Hespeler SS	Yes - Grandparented
North Cambridge (Arriscraft)	Cambridge	JK-6: Preston PS 7-8: William G. Davis PS 9-12: Preston PS	JK-6: Ryerson PS 7-8: William G. Davis PS 9-12: Preston PS	No
Huron South (Tartan)	Kitchener	JK-7: N/A 8: Laurentian PS 9-12: Forest Heights CI	JK-8: N/A - Dissolved 9-12: Forest Heights CI	Yes
Huron South II	Kitchener	JK-7: N/A 8: Laurentian PS 9-12: Forest Heights CI	JK-8: N/A - Dissolved 9-12: Forest Heights CI	Yes
North Cambridge (Hunt Club) I	Cambridge	JK-6: Hillcrest PS 7-8: Woodland Park PS 9-12: Jacob Hespeler SS	JK-8: Woodland Park PS 9-12: Jacob Hespeler SS	No
North Cambridge (Hunt Club) II	Cambridge	JK-6: Hillcrest PS 7-8: Woodland Park PS 9-12: Jacob Hespeler SS	JK-8: Woodland Park PS 9-12: Jacob Hespeler SS	No
Rosenberg I	Kitchener	JK-6: WT Townshend PS 7-8 Queensmount PS 9-12: Southwood SS	JK-6: Williamsburg PS 7-8 Queensmount PS 9-12: Southwood SS	No

An [interactive map](#) illustrating the geographic extent of the DAs and recommended assigned holding school(s) is accessible on the WRDSB's website.



Report to Committee of the Whole

February 13, 2023

Subject: Schedule of Notice of Motion with Proposed Bylaw Amendments

Recommendation

That the Waterloo Region District School Board schedule the Notice of Motion served on December 19, 2022, with proposed Bylaw amendments, for discussion at the next Committee of the Whole meeting.

Status

The Notice of Motion, served at the December 19, 2022, Board Meeting by Trustee C. Watson with support from Trustee B. Cody contains amendments to the Bylaws.

The WRDSB Bylaws state:

1.3. Amendments and Additions to Existing Bylaws

1.3.1. No amendment, alteration, or addition to the bylaws shall be made unless written notice outlining the proposal is presented at the meeting previous to the meeting during which the item will be considered. A majority vote of the trustees present is required to support the scheduling of the proposal at the next meeting.

1.3.2. To adopt an amendment, alteration or addition to the bylaws requires the support of two-thirds of all trustees present at the meeting during which the proposal is considered.

At this meeting, February 13, 2023, Committee of the Whole, the Board of Trustees will address section 1.3.1. of the Bylaws and a majority vote of trustees present is required to support the scheduling of the Notice of Motion. This agenda item is not to discuss the contents of the motion but whether trustees would like to have the discussion at a future meeting.

If scheduling is approved this evening by a majority vote, the Notice of Motion will be discussed at the March 20, 2023, Committee of the Whole meeting as outlined in section 1.3.2. of the Bylaws.

Background

The following Notice of Motion, with Bylaw amendments, was served at the December 19, 2023 Board Meeting by Trustee C. Watson with support from Trustee B. Cody:

Whereas the WRDSB bylaw 14. Delegation Procedure, does not ensure that voices on both sides of an issue are equally heard and valued before a decision is made by the board of trustees,

Whereas the WRDSB bylaw 4. Trustee Responsibility, states that Trustees shall be expected to model ethical practices which include 4.3.3. a. Making decisions in a manner which is open, accessible and equitable, and b. respecting different points of view.

Whereas the WRDSB bylaw 13.5. Board Meetings, states that trustees are not able to access the Board Agenda until the Friday at 1:00 p.m. prior to the Board meeting and yet delegations are expected to register on the Thursday prior to the board meeting,

Whereas some parents find out at the last minute about a motion and have no opportunity to speak to a motion even if delegations cancel minutes before the meeting,

Whereas the Board Meeting Agendas list the delegations after the minutes are ratified,

Whereas the WRDSB current bylaws or practice will only allow trustees to ask two questions per report, even if time permits and other trustees forgo asking questions,

Whereas the WRDSB current bylaw or practice only allows 10 minutes at "Question Period" for eleven trustees,

Whereas the language around withdrawal of motions is unclear and open to interpretation,

Therefore, be it resolved that the Waterloo Region District School Board refer the following amendments and practices to the Policy Working Group for review and that the Policy Working Group report back to the Board of Trustees by the end of April 2023 with recommendations concerning the WRDSB bylaws or board practices.

WRDSB bylaw 14. Delegation Procedures be amended to include a fair delegation process which would allow delegations on both sides of the motion to have an opportunity to present to trustees at the same meeting to ensure fair, informed and balanced decision making,

And that the delegation process remove the penalty for delegations who register after the Thursday prior to the Monday meeting,

And that the delegation process allow members of the audience to speak to items on the agenda if previous delegations cancel and if time permits within the delegations time period,

And that Board Meeting Agendas list delegations before the ratification of the Committee of the Whole minutes,

And that individual trustees be given an opportunity to ask more than two questions per report if other trustees forgo asking questions and time permits,

And that the chair be given authority to extend question period without a motion to ensure that all trustees are treated fairly and given an equal opportunity to ask questions on behalf of their constituents,

And that the language of WRDSB Bylaw 24. Rules of Order, 24.3.2. be clarified according to Roberts Rules, that the withdrawal of a motion refers only to the original proposer of the motion and the seconder and that it is after the original proposer and seconder have moved the motion and then read by the chair, that it belongs to the board.

Financial implication

There are no known financial implications to scheduling this motion for discussion.

Communications

If approved, the Notice of Motion will be scheduled at the next Committee of the Whole meeting for discussion.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for Chairperson J. Weston in consultation with Coordinating Council