

DECEMBER 11, 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 Boardroom, Building 2, 51 Ardelt Avenue, Kitchener, Ontario, on **Monday, December 11, 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 Fernandes - Motion: Letter Concerning Parent Rights

Staff Follow Up

Policy and Governance

01	BP 1006 Prevalent Medical Conditions	Policy Working Group
07	BP 2001 Communications	Policy Working Group
11	BP 2012 Network Access and Monitoring	Policy Working Group
17	BP 4014 Extreme Temperatures	Policy Working Group
21	BP 4016 Whistleblower	Policy Working Group
27	BP 4017 Fundraising	Policy Working Group

Reports

36	Coalition for Healthy School Food Endorsement	E. Dougan-McKenzie
	Human Rights Branch 2022-2023 Annual Report	D. Ahluwalia

Board Reports

39	Motion: Letter Concerning Parent Rights	Trustee C. Watson
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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

December 11, 2023

Subject: Board Policy 1006 - Supporting Students with Prevalent Medical Conditions

Recommendation

That the Waterloo Region District School Board approve Board Policy 1006 - Supporting Students with Prevalent Medical Conditions as presented at the December 11, 2023, Committee of the Whole meeting.

Status

The Policy Working Group is recommending approval of Board Policy 1006 - Supporting Students with Prevalent Medical Conditions. A copy of the draft recommendations and the current policy are included with this report.

Recommended changes include updates to include reference to Before and After School Programs. This policy is the responsibility of Associate Director G. Shantz.

The Policy Working Group has ensured that the following steps have occurred:

- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates and consistent language

Background

On March 22, 2021 the Board of Trustees approved striking a Policy Working Group. The Policy Working Group Terms of Reference include the following mandate:

The committee shall review and examine policies for formatting and to review content and to develop draft policies where required and to ensure that consultation has taken place. This committee has no decision-making powers. All policies will be presented to the Board of Trustees for approval.

Financial implications

There are no known financial implications resulting from the policy revisions presented in this report.

Communications

Approved policies will be updated on the internal and external websites after ratification at the end of the month.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for the Policy Working Group in consultation with Leadership Council



SUPPORTING STUDENTS WITH PREVALENT MEDICAL CONDITIONS

(Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizure Disorder and/or Other)

Responsibility:	Associate Director Coordinating Superintendent, Human Resources & Equity Services
Legal References:	PPM (Policy / Program Memorandum)161 Sabrina's Law, 2005 Ryan's Law, 2015 Municipal Freedom of Information and Protection of Privacy Act (MFIPPA) Personal Health Information Protection Act (PHIPA) Child Care and Early Years Act, 2014
Related References:	Board Policy 1008 Equity and Inclusion AP 1460 Administration of Medication AP 1470 Anaphylaxis Management Plan AP 1530 Diabetes Management AP 1467 Asthma Management Plan AP 1463 Epilepsy and Seizure Disorder Management Plan
Effective Date:	November 28, 2005
Revisions:	April 8, 2019, March 21, 2022, December 11, 2023
Reviewed:	October 17, 2016, February 12, 2018

1. Preamble

- 1.1 In accordance with PPM 161 and to promote the safety and well-being of students and as required by Sabrina's Law and Ryan's Law, it is the policy of the Waterloo Region District School Board (WRDSB) to establish and maintain Administrative Procedures for students with anaphylactic/severe allergic reactions and for students diagnosed with asthma.
- 1.2 In accordance with PPM 161 and to promote the safety and well-being of students, it is the policy of the WRDSB to establish and maintain Administrative Procedures for students diagnosed with Diabetes, Epilepsy and Seizure Disorder and/or any other Prevalent Medical Conditions.
- 1.3 **In accordance with Ontario Regulation 137/15 Child Care and Early Years Act, every licensee (board-operated Before & After School programs) has developed a policy for supporting students with prevalent medical conditions.**

2. Responsibilities of the Principal

The Principal will:

- 2.1 Implement plans that reduce the risk of exposure to Anaphylactic/Asthmatic Causative agents in classrooms (including board-operated Before & After school programs) and common school areas that may directly trigger a reaction for the student.
- 2.2 Ensure WRDSB staff are aware of how to respond when dealing with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizure Disorder and/or Other) and provide specific training. This includes WRDSB staff working in Before & After school programs where applicable.
- 2.3 Share a communication plan for the dissemination of information on Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizures Disorder, and/or Other) to families/caregivers-parent(s)/legal guardian(s), students pupils and employees.
- 2.4 Develop an individual Plan of Care for each student pupil who has a Prevalent Medical Condition.
- 2.5 Ensure that, upon registration, families/caregivers-parent(s)/legal guardian(s), and students pupils shall be asked to supply information on Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizures Disorder, and/or Other).
- 2.6 Maintain a file for each student pupil with a Prevalent Medical Condition of current treatment and other information, including a copy of any prescriptions and instructions from the student's pupil's physician or nurse and a current emergency contact list.



Waterloo Region
District School Board

Board Policy 1006

SUPPORTING STUDENTS WITH PREVALENT MEDICAL CONDITIONS

(Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizure Disorder and/or Other)

Responsibility:	Coordinating <i>Superintendent, Human Resources & Equity Services</i>
Legal References:	PPM (Policy / Program Memorandum)161 <i>Sabrina's Law, 2005</i> <i>Ryan's Law, 2015</i> <i>Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)</i> <i>Personal Health Information Protection Act (PHIPA)</i>
Related References:	Board Policy 1008 Equity and Inclusion <i>AP 1460 Administration of Medication</i> <i>AP 1470 Anaphylaxis Management Plan</i> <i>AP 1530 Diabetes Management</i> <i>AP 1467 Asthma Management Plan</i> <i>AP 1463 Epilepsy and Seizure Disorder Management Plan</i>
Effective Date:	<i>November 28, 2005</i>
Revisions:	<i>April 8, 2019, March 21, 2022</i>
Reviewed:	<i>October 17, 2016, February 12, 2018</i>

1. Preamble

- 1.1 In accordance with PPM 161 and to promote the safety and well-being of students and as required by Sabrina's Law and Ryan's Law, it is the policy of the Waterloo Region District School Board (WRDSB) to establish and maintain Administrative Procedures for students with anaphylactic/severe allergic reactions and for students diagnosed with asthma.
- 1.2 In accordance with PPM 161 and to promote the safety and well-being of students, it is the policy of the WRDSB to establish and maintain Administrative Procedures for students diagnosed with Diabetes, Epilepsy and Seizure Disorder and/or any other Prevalent Medical Conditions.

2. Responsibilities of the Principal

The Principal will:

- 2.1 Implement plans that reduce the risk of exposure to Anaphylactic/Asthmatic Causative agents in classrooms and common school areas that may directly trigger a reaction for the student.
- 2.2 Ensure WRDSB staff are aware of how to respond when dealing with Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizure Disorder and/or Other) and provide specific training.

- 2.3 Share a communication plan for the dissemination of information on Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizures Disorder, and/or Other) to parent(s)/legal guardian(s), pupils and employees.
- 2.4 Develop an individual Plan of Care for each pupil who has a Prevalent Medical Condition.
- 2.5 Ensure that, upon registration, parent(s)/guardian(s) and pupils shall be asked to supply information on Prevalent Medical Conditions (Anaphylaxis, Asthma, Diabetes, Epilepsy & Seizures Disorder, and/or Other).
- 2.6 Maintain a file for each pupil with a Prevalent Medical Condition of current treatment and other information, including a copy of any prescriptions and instructions from the pupil's physician or nurse and a current emergency contact list.



Report to Committee of the Whole

December 11, 2023

Subject: Board Policy 2001 - Communications

Recommendation

That the Waterloo Region District School Board approve Board Policy 2001 - Communications as presented at the December 11, 2023, Committee of the Whole meeting.

Status

The Policy Working Group is recommending approval of Board Policy 2001 Communications. A copy of the draft recommendations and the current policy are included with this report.

Recommended changes are minimal. This policy is the responsibility of Euis Dougan-McKenzie, Executive Officer, Corporate Services.

The Policy Working Group has ensured that the following steps have occurred:

- Public Consultation
- Reviewed by Leadership Council
- Reviewed for legislative updates and consistent language

Background

On March 22, 2021 the Board of Trustees approved striking a Policy Working Group. The Policy Working Group Terms of Reference include the following mandate:

The committee shall review and examine policies for formatting and to review content and to develop draft policies where required and to ensure that consultation has taken place. This committee has no decision-making powers. All policies will be presented to the Board of Trustees for approval.

Financial implications

There are no known financial implications resulting from the policy revisions presented in this report.

Communications

Approved policies will be updated on the internal and external websites after ratification at the end of the month.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for the Policy Working Group in consultation with Leadership Council



COMMUNICATIONS

Legal References:	Education Act ; Municipal Freedom of Information and Protection of Individual Privacy Act .
Related References:	Board Policy 2006 – Consultation Canada’s Anti-Spam Legislation (CASL)
Effective Date:	October 30, 2006,
Revisions:	September 22, 2014, May 8, 2017, October 11, 2023
Reviewed:	January 14, 2019, December 11, 2023

1. Preamble

The following policy outlines the responsibilities and requirements of Waterloo Region District School Board (WRDSB) in maintaining effective communication with students, their families, trustees and staff, and the wider community to support the achievement and well-being of all students.

2. Communications

2.1 In support of its **Multi-Year** Strategic Plan, the WRDSB strives to engage all stakeholders to support student achievement and well-being; by embracing diversity and inclusion, and championing public education. All trustees and staff play a role in effective communication and engagement.

2.2 The board has a responsibility to:

- 2.2.1 foster a climate of transparency and accountability;
- 2.2.2 ensure effective communication with the public (students, **families/caregivers** ~~parents~~ and the community at large), trustees and staff;
- 2.2.3 provide accessible communication to- all;
- 2.2.4 advocate for public education.

2.3 Thus, the board is committed to being responsive to the public and staff by:

- 2.3.1 encouraging open and effective two-way communication and engagement;
- 2.3.2 developing cooperative and constructive relationships and partnerships that engage internal and external stakeholders;
- 2.3.3 being accessible to provide accurate, understandable and timely information via a variety of channels.

2.4 Therefore, the board strives to provide open access to information subject to appropriate legislation, and, within available resources, shall:

- 2.4.1 provide timely public access to information;
- 2.4.2 develop and support an effective communication strategy and plan;
- 2.4.3 provide mechanisms for open, two-way communication for consulting with the public and staff as per the WRDSB’s Consultation Policy;
- 2.4.4 provide information and training for trustees and staff to enhance effective communication.



COMMUNICATIONS

Legal References:	<i>Education Act;</i> <i>Municipal Freedom of Information and Protection of Individual Privacy Act.</i>
Related References:	<i>Board Policy 2006 – Consultation</i> <i>Canada’s Anti-Spam Legislation (CASL)</i>
Effective Date:	<i>October 30, 2006,</i>
Revisions:	<i>September 22, 2014, May 8, 2017</i>
Reviewed:	<i>January 14, 2019</i>

1. Preamble

The following policy outlines the responsibilities and requirements of Waterloo Region District School Board (WRDSB) in maintaining effective communication with the public, trustees and staff, to support the achievement and well-being of all students.

2. Communications

2.1 In support of its Strategic Plan, the WRDSB strives to engage all stakeholders to support student achievement and well-being; by embracing diversity and inclusion, and championing public education. All trustees and staff play a role in effective communication and engagement.

2.2 The board has a responsibility to:

- 2.2.1 foster a climate of transparency and accountability;
- 2.2.2 ensure effective communication with the public (students, parents and the community at large), trustees and staff;
- 2.2.3 be accessible for all;
- 2.2.4 be an advocate for public education.

2.3 Thus, the board is committed to being responsive to the public and staff by:

- 2.3.1 encouraging open and effective two-way communication and engagement;
- 2.3.2 developing cooperative and constructive relationships and partnerships that engage internal and external stakeholders;
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- 2.4.4 provide information and training for trustees and staff to enhance effective communication.



Report to Committee of the Whole

December 11, 2023

Subject: Board Policy 2012 - Network Access and Monitoring

Recommendation

That the Waterloo Region District School Board approve Board Policy 2012 - Network Access and Monitoring as presented at the December 11, 2023, Committee of the Whole meeting.

Status

The Policy Working Group is recommending approval of Board Policy 2012 - Network Access and Monitoring. A copy of the draft recommendations and the current policy are included with this report.

Recommended changes include updates to language and addition of staff training. This policy was previously titled Access to Digital Resources and Technology. This policy is the responsibility of Associate Director G. Shantz.

The Policy Working Group has ensured that the following steps have occurred:

- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates and consistent language

Background

On March 22, 2021 the Board of Trustees approved striking a Policy Working Group. The Policy Working Group Terms of Reference include the following mandate:

The committee shall review and examine policies for formatting and to review content and to develop draft policies where required and to ensure that consultation has taken place. This committee has no decision-making powers. All policies will be presented to the Board of Trustees for approval.

Financial implications

There are no known financial implications resulting from the policy revisions presented in this report.

Communications

Approved policies will be updated on the internal and external websites after ratification at the end of the month.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for the Policy Working Group in consultation with Leadership Council



Waterloo Region
District School Board

Board Policy 2012

NETWORK ACCESS AND MONITORING ~~ACCESS TO DIGITAL RESOURCES AND TECHNOLOGY~~

Legal References:	<u>Ontario Occupational Health and Safety Act</u> (and associated Regulations and Standards) <u>Broader Public Sector Procurement Directive</u>
Related References:	<u>AP4070 – Responsible Use Procedure for Information, Communication and Collaboration Technologies</u> <u>21st Century Competencies: Towards Defining 21st Century Competencies for Ontario, Ontario Ministry of Education</u> <u>WRDSB Digital Code of Conduct</u> <u>WRDSB Digital Citizenship Framework</u> <u>WRDSB Character Development Framework</u> <u>AP4115 - Online Educational and Business Tools</u> <u>WRDSB Electronic Monitoring Protocol</u> <u>AP 4080 - Filtering System/Internet</u> <u>Transferable Skills - Ontario Ministry of Education</u>
Effective Date:	March 2014
Revisions:	January 22, 2018, December 9, 2019, December 11, 2023
Reviewed:	September 19, 2016

1. Preamble

- 1.1 The Waterloo Region District School Board (WRDSB) will provide a technology environment that allows networked access for staff and students for the purposes of learning and conducting WRDSB business. Access will be provisioned to allow staff and students to use personally owned technology on the WRDSB network. Changes to access will be communicated to stakeholder groups through the defined Board communication protocols.
- 1.2 WRDSB recognizes the importance of access to a variety of digital resources and tools to facilitate learning and WRDSB business. To this end, the Board will continue to provide fair and equitable access to technology.
- 1.3 ~~WRDSB recognizes that global competencies (critical thinking and problem solving; innovation, creativity and entrepreneurship; self-directed learning; collaboration; communication; citizenship) are essential and at the core of learning and innovation.~~ WRDSB recognizes that **transferable skills (critical thinking and problem solving, innovation, creativity, and entrepreneurship, self-directed learning, collaboration, communication, global citizenship and sustainability,digital literacy)** are essential and at the core of learning and innovation.

2. Network Access and Monitoring:

- 2.1 Provide networked access.
- 2.2 Govern access to the network by provisioning user accounts to all staff, students and stakeholders using graduated access and filtering.
- 2.3 Expect that staff and students will use the network in accordance with governing protocols including:
 - AP4070, Responsible Use Procedure for Information, Communication and Collaboration Technologies;
 - ~~the WRDSB Digital Code of Conduct;~~
 - ~~the WRDSB Digital Citizenship framework;~~
 - ~~the WRDSB Character Development framework~~
 - **AP4115 - Online Educational and Business Tools**
 - **WRDSB Electronic Monitoring Protocol**
 - **AP 4080 - Filtering System/Internet**
- 2.4 Monitor the network for:
 - Appropriate use and, when necessary, take appropriate action to maintain the safety and privacy of WRDSB staff, students and assets. This will include the provision of effective, multi-language internet content filtering capacity in order to support differentiated and/or age-appropriate graduated filtering options for various user groups.
 - Data traffic congestion and take action to increase capacity as funds and resources are available.
 -
- 2.5 Use equipment that complies with CSA and Health Canada and World Health standards, Safety Code 6 (2015).
 - Conduct periodic reviews of equipment as needed to ensure compliance.
 - Periodically check with relevant health agencies for updated advisories.
- 2.6 Training for staff will occur on an annual basis, focusing on cyber security awareness.**



ACCESS TO DIGITAL RESOURCES AND TECHNOLOGY

Legal References:	<i>Ontario Occupational Health and Safety Act (and associated Regulations and Standards)</i> <i>Broader Public Sector Procurement Directive</i>
Related References:	<i>AP4070 – Responsible Use Procedure for Information, Communication and Collaboration Technologies</i> <i>21st Century Competencies: Towards Defining 21st Century Competencies for Ontario, Ontario Ministry of Education</i> <i>WRDSB Digital Code of Conduct</i> <i>WRDSB Digital Citizenship Framework</i> <i>WRDSB Character Development Framework</i>
Effective Date:	<i>March 2014</i>
Revisions:	<i>January 22, 2018, December 9, 2019</i>
Reviewed:	<i>September 19, 2016</i>

1. Preamble

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- 1.2 WRDSB recognizes the importance of access to a variety of digital resources and tools to facilitate learning and WRDSB business. To this end, the Board will continue to provide fair and equitable access to technology.
- 1.3 WRDSB recognizes that global competencies (critical thinking and problem solving; innovation, creativity and entrepreneurship; self-directed learning; collaboration; communication; citizenship) are essential and at the core of learning and innovation.

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- 2.3 Expect that staff and students will use the network in accordance with governing protocols including:
 - AP4070, Responsible Use Procedure for Information, Communication and Collaboration Technologies;
 - the WRDSB Digital Code of Conduct;
 - the WRDSB Digital Citizenship framework;
 - the WRDSB Character Development framework
- 2.4 Monitor the network for:

- Appropriate use and, when necessary, take appropriate action to maintain the safety and privacy of WRDSB staff, students and assets. This will include the provision of effective, multi-language internet content filtering capacity in order to support differentiated and/or age-appropriate graduated filtering options for various user groups.
 - Data traffic congestion and take action to increase capacity as funds and resources are available.
- 2.5 Use equipment that complies with CSA and Health Canada and World Health standards, Safety Code 6 (2015).
- Conduct periodic reviews of equipment as needed to ensure compliance.
 - Periodically check with relevant health agencies for updated advisories.



Report to Committee of the Whole

December 11, 2023

Subject: Board Policy 4014 - Extreme Temperatures

Recommendation

That the Waterloo Region District School Board approve Board Policy 4014 - Extreme Temperatures as presented at the December 11, 2023, Committee of the Whole meeting.

Status

The Policy Working Group is recommending approval of Board Policy 4014 - Extreme Temperatures. A copy of the draft recommendations and the current policy are included with this report.

Recommended changes are minimal. This policy is the responsibility of Associate Director G. Shantz.

The Policy Working Group has ensured that the following steps have occurred:

- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates and consistent language

Background

On March 22, 2021 the Board of Trustees approved striking a Policy Working Group. The Policy Working Group Terms of Reference include the following mandate:

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Financial implications

There are no known financial implications resulting from the policy revisions presented in this report.

Communications

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Prepared by: Stephanie Reidel, Manager of Corporate Services
for the Policy Working Group in consultation with Leadership Council



EXTREME TEMPERATURES

Legal References:	Education Act S265 Occupational Health and Safety Act, Section 25(2)(h)
Related References:	Administrative Procedure 4130 – Severe Weather Conditions (Bus Cancellation – Student Dismissal – School Closing) Administrative Procedure 4140 – Recess/Lunch Outdoor Activities Severe Weather Conditions Administrative Procedure 4180 – Extreme Temperatures Facility Services Procedure 1140 – Extreme Heat Conditions Facility Services Procedure 1150 – Extreme Cold Conditions
Effective Date:	March 2007
Revisions:	June 15, 2015
Reviewed:	May 30, 2016, October 21, 2019, December 11, 2023

1. Preamble

- 1.1 ~~It is the policy of the~~ The Waterloo Region District School Board (WRDSB) ~~to ensure~~s that every precaution reasonable under the circumstances is taken to provide for the comfort and safety of all students and employees within its jurisdiction during periods of extreme temperatures which include high heat and humidity and cold. ~~It is also the policy of the~~ The WRDSB Waterloo Region District School Board ~~strives~~ to keep schools open whenever practically possible.

2. Safe Environment

- 2.1 It is a goal that each student, employee, volunteer and trustee will be provided a safe and comfortable working/educational environment.

3. Hazard Awareness

- 3.1 All ~~s~~ Students, **staff** employees, volunteers, **families/caregivers** and trustees will be made aware of the hazards of extreme heat and humidity and cold and the steps they can take to protect themselves **through WRDSB communication channels**.

4. Development of Procedures

- 4.1 All schools will have procedures in place for informing staff, **families/caregivers** and students of weather conditions that will bring extreme temperatures.
- 4.2 Specific procedures will be designed which reflect local needs and the particular circumstances of the school/site.
- 4.3 Procedures will be provided to deal with extreme heat and humidity and cold which are designed to be flexible with the view of achieving safety and comfort for all students and staff to the extent possible under the existing circumstances.
- 4.4 Procedures will provide due consideration to staff or students who individually may experience pronounced impacts from the extreme conditions.



EXTREME TEMPERATURES

Legal References:	<i>Education Act S265 Occupational Health and Safety Act, Section 25(2)(h)</i>
Related References:	<i>Administrative Procedure 4130 – Severe Weather Conditions (Bus Cancellation – Student Dismissal – School Closing) Administrative Procedure 4140 – Recess/Lunch Outdoor Activities Severe Weather Conditions Administrative Procedure 4180 – Extreme Temperatures Facility Services Procedure 1140 – Extreme Heat Conditions Facility Services Procedure 1150 – Extreme Cold Conditions</i>
Effective Date:	<i>March 2007</i>
Revisions:	<i>June 15, 2015</i>
Reviewed:	<i>May 30, 2016, October 21, 2019</i>

1. Preamble

- 1.1 It is the policy of the Waterloo Region District School Board to ensure that every precaution reasonable under the circumstances is taken to provide for the comfort and safety of all students and employees within its jurisdiction during periods of extreme temperatures which include high heat and humidity and cold. It is also the policy of the Waterloo Region District School Board to keep schools open whenever practically possible.

2. Safe Environment

- 2.1 It is a goal that each student, employee, volunteer and trustee will be provided a safe and comfortable working/educational environment.

3. Hazard Awareness

- 3.1 All students, employees, volunteers and trustees will be made aware of the hazards of extreme heat and humidity and cold and the steps they can take to protect themselves.

4. Development of Procedures

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- 4.2 Specific procedures will be designed which reflect local needs and the particular circumstances of the school/site.
- 4.3 Procedures will be provided to deal with extreme heat and humidity and cold which are designed to be flexible with the view of achieving safety and comfort for all students and staff to the extent possible under the existing circumstances.
- 4.4 Procedures will provide due consideration to staff or students who individually may experience pronounced impacts from the extreme conditions.



Report to Committee of the Whole

December 11, 2023

Subject: Board Policy 4016 - Whistleblower Policy

Recommendation

That the Waterloo Region District School Board approve Board Policy 4016 - Whistleblower Policy as presented at the December 11, 2023, Committee of the Whole meeting.

Status

The Policy Working Group is recommending approval of Board Policy 4016 - Whistleblower Policy. A copy of the draft recommendations and the current policy are included with this report.

Recommended changes include updated language and the addition of a section on Vexatious and Malicious Complaints. This policy was formerly known as Business Complaint Policy. This policy is the responsibility of Nick Landry, Superintendent, Business Services and Treasurer of the Board.

The Policy Working Group has ensured that the following steps have occurred:

- Reviewed by Leadership Council
- Reviewed for legislative updates and consistent language

Background

On March 22, 2021 the Board of Trustees approved striking a Policy Working Group. The Policy Working Group Terms of Reference include the following mandate:

The committee shall review and examine policies for formatting and to review content and to develop draft policies where required and to ensure that consultation has taken place. This committee has no decision-making powers. All policies will be presented to the Board of Trustees for approval.

Financial implications

There are no known financial implications resulting from the policy revisions presented in this report.

Communications

Approved policies will be updated on the internal and external websites after ratification at the end of the month.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for the Policy Working Group in consultation with Leadership Council



~~BUSINESS COMPLAINT~~ WHISTLEBLOWER POLICY

Legal References: [Criminal Code of Canada: s. 425.1](#)

Related References: ~~[Administrative Procedure 4310 – Total Integrity Plan \(The TIP Line\) Whistleblower Line;](#)~~
[Administrative Procedure 4360 – Principles of Business Conduct for Board Employees.](#)

Effective Date: June 2010

Revisions: April 10, 2017, November 12, 2018, **December 11, 2023**

Reviewed: November 15, 2021

1. Preamble

- 1.1 The Waterloo Region District School Board (WRDSB) is dedicated to the principles of strong corporate governance combined with the highest level of personal and corporate ethical standards.
- 1.2 The WRDSB is committed to the highest standards of openness, honesty and accountability. The WRDSB aspires to conduct its business affairs with honesty and integrity. The WRDSB places extreme value on the reputation of the WRDSB.
- 1.3 All employees and other parties of the WRDSB are encouraged to disclose any business wrongdoing that may adversely impact the WRDSB, the WRDSB's stakeholders, **staff employees** or the public at large. All individuals shall be provided the opportunity to remain anonymous when reporting concerns.
- 1.4 The policy is intended as a clear statement that if a business-related wrongdoing by any of its **staff employees**/contractors/suppliers/volunteers is identified and reported to the WRDSB, it will be dealt with expeditiously and thoroughly investigated and remedied to the extent possible.

2. Roles and Responsibilities

- 2.1 The responsibility for the administration and enforcement of this policy rests with the Director of Education and the ~~Coordinating~~ Superintendent, Business Services & Treasurer of the Board.
- 2.2 The Director of Education is authorized to develop the administrative procedures necessary to implement this policy.

3. General

- 3.1 The provisions of this policy are independent of, and supplemental to, the provisions of collective agreements between the WRDSB and its Unions relative to grievance procedures, and to any other terms and conditions of employment.
- 3.2 There are existing procedures in place to enable employees to raise grievances about their own employment. Similarly, [Administration Procedure 3740 - Prevention and Resolution of Workplace Harassment](#) is in place to handle allegations of harassment.

- 3.3 This policy is intended to cover business related concerns that employees and other parties may have. The concerns are intended to include, but are not limited to the following:
- 3.3.1 Theft, embezzlement or misappropriation of funds, goods and supplies, resources, other assets or time;
 - 3.3.2 Fraud;
 - 3.3.3 Misuse or abuse of authority in the context of purchasing supplies or services;
 - 3.3.4 The use of WRDSB money, property, resources, or authority for personal gain or other non-WRDSB related purposes except as provided under WRDSB policy or procedure;
 - 3.3.5 Conflict of interest (when a personal interest influences the objective exercise of one's duties);
 - 3.3.6 Breach of confidentiality;
 - 3.3.7 Showing undue favour to a contractor or supplier of goods/services; or
 - 3.3.8 Breach of or failure to implement or comply with any WRDSB business related policies or procedures.

4. Vexatious and Malicious Complaints

- 4.1 For a matter to be considered vexatious or malicious or an abuse of process, the allegation must be such that no reasonable person would treat it as an allegation made in good faith. Vexatious and malicious complaints are deemed to be initiated without merit and are done to annoy, embarrass or harass.
- 4.2 A report may not proceed to formal investigation if the matter is determined to be vexatious or malicious.
- 4.3 Vexatious or malicious complaints made about an employee will not be tolerated.



BUSINESS COMPLAINT POLICY

Legal References:	<i>Criminal Code of Canada: s. 425.1</i>
Related References:	<i>Administrative Procedure 4310 – Total Integrity Plan (The TIP Line);</i> <i>Administrative Procedure 4360 – Principles of Business Conduct for Board Employees.</i>
Effective Date:	<i>June 2010</i>
Revisions:	<i>April 10, 2017, November 12, 2018</i>
Reviewed:	<i>November 15, 2021</i>

1. Preamble

- 1.1 The Waterloo Region District School Board (WRDSB) is dedicated to the principles of strong corporate governance combined with the highest level of personal and corporate ethical standards.
- 1.2 The WRDSB is committed to the highest standards of openness, honesty and accountability. The WRDSB aspires to conduct its business affairs with honesty and integrity. The WRDSB places extreme value on the reputation of the WRDSB.
- 1.3 All employees and other parties of the WRDSB are encouraged to disclose any business wrongdoing that may adversely impact the WRDSB, the WRDSB's stakeholders, employees or the public at large. All individuals shall be provided the opportunity to remain anonymous when reporting concerns.
- 1.4 The policy is intended as a clear statement that if a business-related wrongdoing by any of its employees/contractors/suppliers/volunteers is identified and reported to the WRDSB, it will be dealt with expeditiously and thoroughly investigated and remedied to the extent possible.

2. Roles and Responsibilities

- 2.1 The responsibility for the administration and enforcement of this policy rests with the Director of Education and the Coordinating Superintendent, Business Services & Treasurer of the Board.
- 2.2 The Director of Education is authorized to develop the administrative procedures necessary to implement this policy.

3. General

- 3.1 The provisions of this policy are independent of, and supplemental to, the provisions of collective agreements between the WRDSB and its Unions relative to grievance procedures, and to any other terms and conditions of employment.
- 3.2 There are existing procedures in place to enable employees to raise grievances about their own employment. Similarly, [Administration Procedure 3740 - Prevention and Resolution of Workplace Harassment](#) is in place to handle allegations of harassment.

- 3.3 This policy is intended to cover business related concerns that employees and other parties may have. The concerns are intended to include, but are not limited to the following:
- 3.3.1 Theft, embezzlement or misappropriation of funds, goods and supplies, resources, other assets or time;
 - 3.3.2 Fraud;
 - 3.3.3 Misuse or abuse of authority in the context of purchasing supplies or services;
 - 3.3.4 The use of WRDSB money, property, resources, or authority for personal gain or other non- WRDSB related purposes except as provided under WRDSB policy or procedure;
 - 3.3.5 Conflict of interest (when a personal interest influences the objective exercise of one's duties);
 - 3.3.6 Breach of confidentiality;
 - 3.3.7 Showing undue favour to a contractor or supplier of goods/services; or
 - 3.3.8 Breach of or failure to implement or comply with any WRDSB business related policies or procedures.



Report to Committee of the Whole

December 11, 2023

Subject: Board Policy 4017 - Fundraising

Recommendation

That the Waterloo Region District School Board approve Board Policy 4017 - Fundraising as presented at the December 11, 2023, Committee of the Whole meeting.

Status

The Policy Working Group is recommending approval of Board Policy 4017 - Fundraising. A copy of the draft recommendations and the current policy are included with this report.

Recommended changes include updated language and changes to provide clarity. This policy is the responsibility of Nick Landry, Superintendent, Business Services and Treasurer of the Board.

The Policy Working Group has ensured that the following steps have occurred:

- Reviewed using the Human Rights and Equity Review Guide
- Reviewed by Leadership Council
- Reviewed for legislative updates and consistent language

Background

On March 22, 2021 the Board of Trustees approved striking a Policy Working Group. The Policy Working Group Terms of Reference include the following mandate:

The committee shall review and examine policies for formatting and to review content and to develop draft policies where required and to ensure that consultation has taken place. This committee has no decision-making powers. All policies will be presented to the Board of Trustees for approval.

Financial implications

There are no known financial implications resulting from the policy revisions presented in this report.

Communications

Approved policies will be updated on the internal and external websites after ratification at the end of the month.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for the Policy Working Group in consultation with Leadership Council



Board Policy 4017

FUNDRAISING

Legal References: [Education Act Regulation 298, Section 25: Canvassing and Fundraising](#)

Related References: [Ministry of Education Memo – 2012:B10 Fundraising Guideline](#)
[Board Policy 4008 – Segregation of Duties & Signing Authority](#)
[Board Policy 1003 – School Councils](#)
[Administrative Procedure 1570 – School Councils](#)
[Administrative Procedure 4690 – School Generated Funds](#)
[Administrative Procedure 4400 – One-Over-One Approvals](#)
[Municipal Freedom of Information and Protection of Privacy Act \(MFIPPA\)](#),
[R.S.O. 1990, c. M.56](#)
[Ministry of Education School Fundraising Guideline](#)
[Broader Public Sector Expenses Directive 2020](#)
[Broader Public Sector Procurement Directive](#)
[Ministry of Education School Food and Beverage Policy](#)
[Ministry of Education Equity and Inclusive Education Policy](#)
[Ministry of Education Community Planning and Partnership Guideline](#)

Effective Date: *September 1, 2012*

Revisions: *April 13, 2015, October 16, 2017, December 11, 2023*

Reviewed: *June 22, 2015*

Definitions:

Fundraising

Fundraising is any activity, permitted under a school board's policy, to raise money or other resources, that is approved by the school principal, in consultation with the school council, and/or a school fundraising organization operating in the name of the school, and for which the school provides the administrative processes for collection. By regulation, fundraising by schools/school councils is required to be in accordance with Waterloo Region District School Board (~~WRDSB~~**Board**) policies.

School Community

The school community refers to students, **families, caregivers, parents, guardians,** school councils, trustees, school administrators, staff, members of the broader community and partners, as well as others, who support the local school and student achievement.

1. Preamble

- 1.1 It is the policy of the ~~WRDSB Board~~ **WRDSB Board** to support and encourage fundraising activities ~~so that enrich the experience of our students have an enriched school experience and they help~~ build a broader sense of community outside of ~~the school experience~~.
- ~~1.1.1 Fundraising should reflect the values and expectations of the school community.~~
 - ~~1.1.2 School communities should be aware of how the proceeds of their fundraising activities will be used.~~
 - ~~1.1.3 In determining fundraising activities, consideration must be given to the purposes and principles of public education including diversity, accessibility, equity and inclusivity.~~
 - ~~1.1.4 Fundraising conducted at the school level should be conducted under the guidance of the school principal in accordance with the policies that promote accountability for the handling and management of the proceeds raised.~~
 - ~~1.1.5 Funds raised for school purposes should complement and not be used to replace public funding for education and should not be used to support basic items~~

funded through provincial grants or for capital projects that significantly increase operating costs:

- ~~1.1.6 The purposes for which funds are collected must be consistent with the mission and values of the WRDSB.~~
- ~~1.1.7 Activities engaged in should support student learning and not detract from the instructional day.~~
- ~~1.1.8 Participation in fundraising activities must be voluntary and the privacy and personal information of those involved must be protected.~~
- ~~1.1.9 Undertaking fundraising activities should not provide personal gain to any staff member, student or volunteer.~~
- ~~1.1.10 Administrative expenses associated with conducting fundraising activities should be minimized.~~ **SECTION MOVED UNDER ACCOUNTABILITY AND TRANSPARENCY (SECTION 3)**

2. Safety

- 2.1 ~~The~~ All fundraising activities must protect the safety, security and privacy of students.
- 2.2 **Developmentally** Age-appropriate activities and proper supervision must be put in place.
- 2.3 The appropriate safeguards for collection, deposit, recording and use of funds must be instituted.
- 2.4 Students participating in fundraising should not be held responsible for any loss that may be incurred.

3. Accountability and Transparency

- 3.1 **Fundraising activities should reflect the values and expectations of the WRDSB school community.**
- 3.2 The purposes for which funds are collected must be consistent with the **Multi-Year Strategic Plan** ~~strategic plan, mission and values of the WRDSB Board.~~
- 3.3 **A fundraising plan must be developed to determine the need for funds within the school or school community before any fundraising activities are undertaken. The plan should be co-developed by school council and the administrator.**
- 3.4 In determining fundraising activities, consideration must be given to the purposes and principles of public education including diversity, accessibility, equity and inclusivity.
- 3.5 Fundraising must be conducted for a designated purpose **which is to be communicated to the school community** and utilized in that manner **on a timely basis**. ~~School communities should be aware of how the proceeds of their fundraising activities will be used.~~ **Should the fundraising result in excess funds, the use of the funds** is to be communicated to the school community.
- 3.6 Fundraising conducted at the school level ~~must~~ **should** be **approved by the** ~~conducted~~ under the guidance of the school principal **and conducted** in accordance with the **WRDSB Board policies and procedures** that promote accountability for the handling and management of the proceeds raised.
- 3.7 Funds raised for school purposes ~~should~~ **must** complement and ~~not be used to replace~~ public funding for education and ~~cannot~~ **should not** be used to support basic items funded through provincial grants or for capital projects that significantly increase operating costs.
- 3.8 **Fundraising** ~~A~~ activities engaged in should support student learning and not detract from the instructional day.
- 3.9 Participation in fundraising activities ~~is~~ **must** be voluntary **and should be communicated to students and families in such a way that no one feels obligated to participate.** ~~and the privacy and personal information of those involved must be protected.~~

- 3.10 No person (staff, **student**, volunteers or community business interests) should benefit materially or financially from the fundraising activity.
- 3.11 ~~Undertaking fundraising activities should not provide personal gain to any staff member, student or volunteer.~~
- 3.12 Administrative expenses associated with conducting fundraising activities should be minimized.
- 3.13 Transparent financial reporting practices must be in place.
- 3.14 The school community should advise and assist as necessary with fundraising ventures.

4. Equitable Opportunities

- 4.1 Not all schools have the same capacity to conduct fundraising activities; therefore some schools may have resources which exceed those available to students at other schools.
- 4.2 Schools are encouraged to consider assisting other schools whenever possible and as deemed appropriate by the school community.
- 4.3 Funds raised may be forwarded directly to a targeted school. **Funds may be** ~~or~~ contributed to a central fund through the Waterloo Education Foundation, Inc. (WEFI) to be distributed as determined by the fundraising school.

5. Fundraising Activities

- 5.1 Fundraising activities must be compliant with:
 - 5.1.1 Municipal, provincial, and federal legislation;
 - 5.1.2 Ministry of Education guidelines and policies, such as the Fundraising Guideline, School Food and Beverage Policy, Equity and Inclusive Education Strategy, Facility Partnerships Guideline and the Broader Public Sector Procurement Directive.
- 5.2 Capital projects supported by fundraising proceeds **must** ~~should~~:
 - 5.2.1 Be complementary to publicly funded education **and follow WRDSB policies and procedures;**
 - 5.2.2 Not result in an increase in the facility capacity of a school;
 - 5.2.3 Not result in **an** ~~significant~~ increase in school or board operating or capital costs.
- 5.3 Examples of Acceptable Uses of Fundraising Proceeds
 - 5.3.1 **Student** ~~Assistance~~ funds;
 - 5.3.2 Supplies, equipment or services which complement or enhance items funded by provincial grants;
 - 5.3.3 Field trips or other excursions;
 - 5.3.4 Guest speakers or presentations;
 - 5.3.5 Ceremonies, awards, plaques, trophies or prizes for students;
 - 5.3.6 Scholarships or bursaries;
 - 5.3.7 Extracurricular activities and events;
 - 5.3.8 School yard improvement projects;
 - 5.3.9 Upgrades to sporting facilities;
 - 5.3.10 Support for activities that are unique to the cultural character of the school;
 - 5.3.11 **Third party charitable organizations.**
- 5.4 Examples of Unacceptable Uses of Fundraising Proceeds
 - 5.4.1 Items funded through provincial grants such as basic classroom learning materials and textbooks, **and technology (student and staff chromebooks, laptops etc.);**
 - 5.4.2 Facility renewal, maintenance or upgrades funded through provincial grants;
 - 5.4.3 Infrastructure improvements which increase the student capacity of a school or are funded by provincial grants;
 - 5.4.4 Goods or services for **staff employees**, where such purchases would contravene the *Education Act* or represent a conflict of interest;

- 5.4.5 Professional development including support for teacher attendance at professional development activities;
- 5.4.6 Administrative expenses not associated with fundraising activity;
- 5.4.7 Support for partisan political activity, groups or candidates;
- 5.4.8 Payment for **services provided by WRDSB** for staff or any board employee.

Draft



FUNDRAISING

Legal References: *Education Act Regulation 298, Section 25: Canvassing and Fundraising*

Related References: *Ministry of Education Memo – 2012:B10 Fundraising Guideline*
Board Policy 4008 – Segregation of Duties & Signing Authority
Board Policy 1003 – School Councils
Administrative Procedure 1570 - School Councils
Administrative Procedure 4690 – School Funds
Administrative Procedure 4400 – One-Over-One Approvals
Municipal Freedom of Information and Protection of Privacy Act (MFIPPA)
Ministry of Education Fundraising Guideline
Broader Public Sector Expense Directive

Effective Date: *September 1, 2012*

Revisions: *April 13, 2015, October 16, 2017*

Reviewed: *June 22, 2015*

Definitions:

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Fundraising is any activity, permitted under a school board's policy, to raise money or other resources, that is approved by the school principal, in consultation with the school council, and/or a school fundraising organization operating in the name of the school, and for which the school provides the administrative processes for collection. By regulation, fundraising by schools/school councils is required to be in accordance with Waterloo Region District School Board (Board) policies.

School Community

The school community refers to students, parents, guardians, school councils, trustees, school administrators, staff, members of the broader community and partners, as well as others, who support the local school and student achievement.

1. Preamble

- 1.1 It is the policy of the Board to support and encourage fundraising activities that enrich the experience of our students and help build a broader sense of community outside of the school experience.
 - 1.1.1 Fundraising should reflect the values and expectations of the school community.
 - 1.1.2 School communities should be aware of how the proceeds of their fundraising activities will be used.
 - 1.1.3 In determining fundraising activities, consideration must be given to the purposes and principles of public education including diversity, accessibility, equity and inclusivity.
 - 1.1.4 Fundraising conducted at the school level should be conducted under the guidance of the school principal in accordance with the Board policies that promote accountability for the handling and management of the proceeds raised.
 - 1.1.5 Funds raised for school purposes should complement and not be used to replace public funding for education and should not be used to support basic items funded through provincial grants or for capital projects that significantly increase operating costs.
 - 1.1.6 The purposes for which funds are collected must be consistent with the mission and values of the Board.

- 1.1.7 Activities engaged in should support student learning and not detract from the instructional day.
- 1.1.8 Participation in fundraising activities must be voluntary and the privacy and personal information of those involved must be protected.
- 1.1.9 Undertaking fundraising activities should not provide personal gain to any staff member, student or volunteer.
- 1.1.10 Administrative expenses associated with conducting fundraising activities should be minimized.

2. Safety

- 2.1 The fundraising activities must protect the safety of students.
- 2.2 Age appropriate activities and proper supervision must be put in place.
- 2.3 The appropriate safeguards for collection, deposit, recording and use of funds must be instituted.
- 2.4 Students participating in fundraising should not be held responsible for any loss that may be incurred.

3. Accountability and Transparency

- 3.1 The use of fundraising proceeds must be communicated to the school community on a timely basis.
- 3.2 Fundraising must be conducted for a designated purpose and utilized in that manner.
- 3.3 The school community should advise and assist as necessary with fundraising ventures.
- 3.4 No person (staff, volunteers or community business interests) should benefit materially or financially from the fundraising activity.
- 3.5 Transparent financial reporting practices must be in place.

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- 4.1 Not all schools have the same capacity to conduct fundraising activities; therefore some schools may have resources which exceed those available to students at other schools.
- 4.2 Schools are encouraged to consider assisting other schools whenever possible and as deemed appropriate by the school community.
- 4.3 Funds raised may be forwarded directly to a targeted school or contributed to a central fund through the Waterloo Education Foundation, Inc. (WEFI) to be distributed as determined by the fundraising school.

5. Fundraising Activities

- 5.1 Fundraising activities must be compliant with:
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 - 5.1.2 Ministry of Education guidelines and policies, such as the Fundraising Guideline, School Food and Beverage Policy, Equity and Inclusive Education Strategy, Facility Partnerships Guideline and the Broader Public Sector Procurement Directive.
- 5.2 Capital projects supported by fundraising proceeds should:
 - 5.2.1 Be complementary to publicly funded education
 - 5.2.2 Not result in an increase in the facility capacity of a school
 - 5.2.3 Not result in a significant increase in school or board operating or capital costs

- 5.3 Examples of Acceptable Uses of Fundraising Proceeds
 - 5.3.1 Assistance funds
 - 5.3.2 Supplies, equipment or services which complement or enhance items funded by provincial grants
 - 5.3.3 Field trips or other excursions
 - 5.3.4 Guest speakers or presentations
 - 5.3.5 Ceremonies, awards, plaques, trophies or prizes for students
 - 5.3.6 Scholarships or bursaries
 - 5.3.7 Extracurricular activities and events
 - 5.3.8 School yard improvement projects
 - 5.3.9 Upgrades to sporting facilities
 - 5.3.10 Support for activities that are unique to the cultural character of the school

- 5.4 Examples of Unacceptable Uses of Fundraising Proceeds
 - 5.4.1 Items funded through provincial grants such as basic classroom learning materials and textbooks
 - 5.4.2 Facility renewal, maintenance or upgrades funded through provincial grants
 - 5.4.3 Infrastructure improvements which increase the student capacity of a school or are funded by provincial grants
 - 5.4.4 Goods or services for employees, where such purchases would contravene the *Education Act* or represent a conflict of interest
 - 5.4.5 Professional development including support for teacher attendance at professional development activities
 - 5.4.6 Administrative expenses not associated with fundraising activity
 - 5.4.7 Support for partisan political activity, groups or candidates
 - 5.4.8 Payment for staff or any board employee



Report to Committee of the Whole

December 11, 2023

Subject: Coalition for Healthy School Food

Recommendation

That the Waterloo Region District School Board endorse the Coalition for Healthy School Food as outlined in the letter from the Coalition for Healthy School Food dated November 2023.

Status

Adding our support will help position the need for the Government of Ontario to increase their investment in Student Nutrition Programs (SNP). At the national level, adding the Waterloo Region District School Board to the Coalition for Healthy School Food network will add to the collective call for a national, universal cost-shared school food program that over time would see all K-12 students in Canada having daily access to nutritious food at school.

The federal government passed a bill on December 6 to commission a study on a school food program. But it is a long way from financing and implementation so it is important that we continue to advocate for a program that would ensure all students in the WRDSB and across the country have access to healthy food.

Background

The letter received in November from the Coalition for Healthy School Food can be found in Appendix A.

Financial implications

There are no known financial implications at this time.

Communications

Upon ratification, the Waterloo Region District School Board would formally register as an endorser alongside OPSBA, People for Education, and the Federation of School Councils among others.

Prepared by: Euis Dougan-McKenzie, Executive Officer, Corporate Services,
in consultation with Leadership Council



November 2023

Dear Waterloo Region District School Board,

I'm writing to you on behalf of the Ontario Chapter of the [Coalition for Healthy School Food](#) (ON-CHSF). The ON-CHSF is a growing network of over 80 non-profit and community-based organizational members and endorsers from across the province including Student Nutrition Program (SNP) providers and professionals from food, health, education, and Indigenous organizations. Our Chapter is part of the national Coalition for Healthy School Food, Canada's largest school food network that includes more than 270 organizational members and 130 endorsers. Together we are working to advance school food in our province and in Canada.

We are writing to encourage the **Waterloo Region District School Board** to add your voice to the many education voices that [endorse](#) the Coalition for Healthy School Food. Some of the Coalition endorsers include the Canadian School Boards Association, the Ontario Public School Board Association, the Ontario Federation of Home and School Associations, People for Education, the BC Federation of Parent Advisory Councils, the BC School Trustee Association, Teacher Associations and Teachers Unions in several provinces, dozens of school boards across Canada, and more.¹

In Ontario, adding your support will help motivate the Government of Ontario to increase their investment in Student Nutrition Programs (SNP). At the national level, adding the Waterloo Region District School Board to our network will make our collective voice stronger as we work towards the creation of a national, universal cost-shared school food program that over time would see all K-12 students in Canada having daily access to nutritious food at school. Our [Guiding Principles](#) offer our networks' longer-term vision for school food in Canada.

Investing in the health, well-being, and learning of students through school food has far-reaching benefits. Research shows that school food significantly improves children's access to and consumption of nutritious food, which can improve their physical health, mental health, future eating habits, behaviour, and academic performance.² These outcomes and broader school food benefits can be seen in our [Fact Sheet](#).

In Ontario, over 4,600 student nutrition programs (SNP) support students with nutritious food each day. SNP providers have been struggling to run their programs as the result of rising food costs and higher program demands, which have soared over the past two years. These pressures have seriously impacted the quality and quantity of food served in programs, including causing some

¹ Prominent Coalition members also include the Ontario Physical Health and Education Association, Ontario Public Health Association, Ontario Dietitians in Public Health, the Chiefs of Ontario, the Canadian Dental Association, the Canadian Medical Association, Canadian Pediatric Society, Diabetes Canada, Dietitians of Canada, Heart and Stroke, Physical and Health Education Canada, UNICEF Canada, and more. The cities of Kingston, Toronto, Vancouver, Victoria, and Halifax have also endorsed the Coalition.

² [Cohen et al., 2021](#); [Hernandez et al., 2018](#); [Coalition for Healthy School Food](#)

programs to pause or stop their operations in 2022-2023. SNPs across the province are also reporting a significant budget shortfall for the next school year and beyond.

The result has meant SNP providers have been struggling to provide students with nourishing food at school each day that is needed to ensure all children and youth have an equal opportunity to succeed.

In response to these province-wide pressures and calls for action from school food supporters, including our ON-CHSF [letter to Minister Parsa](#), the Ontario government provided \$1.1 million in May and [\\$5 million](#) in October 2023 to support provincial student nutrition programs. Ontario Chapter staff and some of our members also attended a productive SNP roundtable this July with Minister Parsa, MPP Kanapathi and MPP Parnes as well as staff and other representatives from MCCSS and EDU where SNP stakeholders shared improvement opportunities for Ontario.

We are encouraged by this progress, and want to grow our network to ensure students are supported with strong school food programs at school, both now and in the future.

We would love to have the Waterloo District School Board join us. [Here](#) is a quick overview of what it means to become a Coalition endorser.

To learn more about the Coalition you can check our our [website](#) where you'll find: the Coalition's [8 Guiding Principles](#) that inform all of our communications and recommendations; a list of [Frequently Asked Questions](#) about the Coalition; [evidence](#) supporting the benefits of school food programs; [news](#) about government commitments, and research of interest and other useful resources and tools. You can also see the Coalition's full set of recommendations for school food in Canada in our [Pre-budget submission](#) and in the [Proposals for a National School Nutritious Meal Program document](#).

We would be pleased to connect to talk about this issue further, and would be happy to answer any questions you have.

Thank your time and consideration,



Sarah Keyes
Provincial Coordinator,
Ontario Chapter of the Coalition for Healthy School Food
Administered by Sustain Ontario
sarah@sustainontario.ca | 613-929-6145



Report to Committee of the Whole

December 11, 2023

Subject: Motion: Letter Concerning Parent Rights

Recommendation

That the Waterloo Region District School Board write a letter to the Minister of Education requesting that the minister initiate a province-wide public consultation process that will allow parents, interested individuals and groups to present detailed proposals to the Ministry concerning parent rights; and

That the letter also requests that the minister of education follow through with the 2018 promise to develop a Parents Bill of Rights for parents/guardians in Ontario.

Status

This Notice of Motion was served at the October 30, 2023, Board meeting by Trustee C. Watson with support from Trustee M. Ramsay.

Background

The following recitals were included by Trustee C. Watson as background:

Whereas the Ontario Education Act is not clear about the rights of parents and guardians,

Whereas the government promised to develop a Parents Bill of Rights in 2018, "To ensure that the rights of parents are respected throughout and following the reform process, the Government will also begin drafting a Ministry of Education Parents' Bill of Rights."

Whereas many parents/guardians believe their parental rights are not respected,

Whereas there has not been a province wide consultation process by the Ministry of Education since 2018.

Financial implication

The financial implications are not known at this time.

Communications

Upon ratification, the letter would be drafted and sent to the Minister of Education with a copy posted on the WRDSB website.

Prepared by: Stephanie Reidel, Manager of Corporate Services
for Trustee C. Watson in consultation with Leadership Council