

MARCH 24, 2025

**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, 1<sup>st</sup> Floor, 51 Ardel Avenue, Kitchener, Ontario, on **Monday, March 24, 2025, at 7:00 p.m.**

**AGENDA**

**Call to Order**

**Territorial Acknowledgement and O Canada**

**Approval of Agenda**

**Announcements/Celebrating Board Activities**

Introduction of Next Year's Student Trustees

Trustees C. Johnson / M. Waseem

**Communications Good News Update**

H. Hughes

**Delegations**

**Consent Agenda\*\***

**Receipt/Approval of Minutes:**

Approve Minutes - Parent Involvement Committee Meeting of December 16, 2024

Approve Minutes - Special Education Advisory Committee Meeting of February 12, 2025

Receive Minutes - Board Meeting of February 24, 2025

Approve Minutes - Committee of the Whole Meeting of March 17, 2025

**Receipt/Approval of Monthly Reports:**

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A. Gaymes San-Vicente

**Declarations of Pecuniary Interest**

**Staff Follow Up**

**Reports**

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Board Improvement and Equity Plan Update - Math Achievement Action Plan

A. Gaymes San-Vicente/ B. Chatha

**Board Reports**

**Board Communications**

\*\*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.

**Other Business**

**Question Period** (10 minutes)

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

**Adjournment**



# Report to Board of Trustees

March 24, 2025

**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:      Bill Lemon, Interim Associate Director, in consultation with Leadership Council.

**Staffing Statistics – Retirements**  
**Current at March 24, 2025**

<b>Retirements: Elementary Teaching Staff</b>				
<b>First</b>	<b>Last</b>	<b>Position/Location</b>	<b>Retirement Date</b>	<b>Years of Service</b>
Patricia	Betts-Malcolm	Teacher, Williamsburg PS	June 30, 2025	22
Jennifer	Brown	Teacher, Cedar Creek PS	June 30, 2025	26
Carol	Fuller	Teacher, JW Gerth PS	June 30, 2025	34
Ann	Green	Teacher, Remote Learning 1	February 28, 2025	15
Michelle	Low	SERT, Empire PS	June 30, 2025	31
Kim	Wallace	Teacher, Southridge PS	June 30, 2025	34

<b>Retirements: Secondary Teaching Staff</b>				
<b>First</b>	<b>Last</b>	<b>Position/Location</b>	<b>Retirement Date</b>	<b>Years of Service</b>
Julie	Clancy	Teacher, Cameron Heights CI	June 30, 2025	20
Dineke	Dykman	Assistant Department Head of English, Kitchener CI	January 30, 2026	29
Diane	Kewley	D24 TBU Officer, OSSTF	June 30, 2025	32
Kelli	Lyons	English Department Head, Grand River CI	June 30, 2025	25
Tom	Sej	Special Education Teacher, Bluevale CI	June 30, 2025	29

<b>Retirements: Administrative &amp; Support Staff</b>				
<b>First</b>	<b>Last</b>	<b>Position/Location</b>	<b>Retirement Date</b>	<b>Years of Service</b>
Ruth	Francey	Educational Assistant, Prueter PS	March 28, 2025	11
Pat	Gaudet	Secretary, Westvale PS	March 21, 2025	11
Cynthia	Moylan	Communications Disorder Assistant, Special Education	March 21, 2025	21
Jennifer	Reid	Vice Principal, Laurel Heights SS	June 30, 2025	0.5
Donna	Showers	Secretary, Keatsway PS	June 30, 2025	27

**Staffing Statistics – Resignations**  
**Current at March 24, 2025**

<b>Permanent Staff Resignations</b>			
<b>First</b>	<b>Last</b>	<b>Position/Location</b>	<b>Resignation Date</b>
Jessica	Bodnar	Elementary Teacher, Avenue Road PS	March 14, 2025
Jenny-Lyn	Fields	Child Youth Worker, Clemens Mill PS	March 14, 2025
Jennifer	Murray-Szarvas	Library Clerk, Westmount PS	March 7, 2025
Donat	Sterling	Child Youth Worker, Rosemount School	March 31, 2025
Ashley	Szusz	Early Childhood Educator, Mary Johnston PS	March 14, 2025



# Report to Board of Trustees

March 24, 2025

## **Subject: Staffing Information – Appointments**

### **Recommendation**

*This report is provided for information of the Board.*

### **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 been advised of the appointments.

Prepared by: Bill Lemon, Interim Associate Director, in consultation with Leadership Council.

**Staffing Information – New Appointments**  
**Current at March 24, 2025**

<b>New Appointments: Elementary Teaching Staff</b>			
<b>First</b>	<b>Last</b>	<b>Location</b>	<b>Effective Date</b>
Heather	Boucher	Moffat Creek PS	March 3, 2025
Corrine	McLeod	Rockway PS	March 24, 2025

<b>New Appointments: Administrative and Support Staff</b>			
<b>First</b>	<b>Last</b>	<b>Position / Location</b>	<b>Effective Date</b>
Moses	Atteh	Research Officer, Research	March 17, 2025
Karin	De Lima Soares Galvoa	Secretary, Sunnyside PS	March 17, 2025
Francesca	Gomes	Secretary, Hillcrest PS	February 10, 2025
Levi	Lopez	Custodian, Laurel Heights SS	February 26, 2025
Cosmin	Mihocas	Tradesperson, Maintenance	March 24, 2025
Gong Rui	Wang	Accounting Clerk, Finance	March 24, 2025

*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

March 24, 2025

**Subject:      Reported Student Behaviour Incidents Quarterly  
Data  
Q2 –2024-2025**

**Recommendation:**

*This report is provided for information purposes only.*

**Status:**

- The Board continues to deploy a variety of methods to staff schools given the rate of absenteeism within the system, staff are actively pursuing alternative approaches for emergency staffing.
- The Board continues to investigate innovative staffing initiatives to support students with the most complex needs.
- Employee absenteeism and attrition can introduce challenges with supporting complex students when new and/or different staff interact with them.
- Staff recommend caution in using incident reports as a proxy for student behaviour as a single incident could generate multiple reports
- We continue to be proactive in utilizing the Behaviour Management Systems (BMS) team to support staff and administration in the following ways:
  - Responding to student specific referrals addressing supports for safety plans, review of critical incidents, and classroom observations and audits;
  - Providing site specific BMS support (i.e., practice a containment, student specific interventions etc.);
  - Supporting growing system needs in BMS by continuing to train new trainers;
  - Assisting in facilitating the transition of students returning to school;
  - Direct involvement with transition planning to ensure staff feel supported - setting both students and staff up for success;
  - Proactively identifying schools and students that may require direct support from BMS;
  - Analyzing and actively investigating special education paraprofessional resources to better support schools;



*Student Behaviour incidents are recorded under four (4) categories in order of severity from least severe to most severe:*

**Hazard:** The worker is reporting a hazard, the worker sustained no injury during the incident, or it was a near miss. The Board and Unions actively encourage employees to report workplace hazards to act proactively to prevent more serious incidents.

**First aid:** Applying minor first aid measures like cleaning minor cuts, scrapes or scratches; applying a band aid, cold compress, or ice pack. First Aid is provided at the workplace.

**Health care (or medical aid):** Worker sustained an injury requiring medical aid from an external health care practitioner (i.e., a doctor, nurse, chiropractor, or physiotherapist); services provided at a hospital and/or health facility and/or require prescription drugs. This is required to be reported to the Workers Safety and Insurance Board (WSIB).

**Lost Time:** The worker sustains injury that requires time away from work after the day of incident and was unable to work. This is required to be reported to the Workers Safety and Insurance Board (WSIB).

### **Previous Year Quarterly Report Comparison:**

Quarterly student behaviour data as reported by WRDSB staff for the period November 16, 2024-January 31, 2025, compared to the data from the same period November 16, 2023-January 31, 2024 last school year:

- Total Elementary incidents have decreased by 104 incidents from the same period last year.
- Total Secondary incidents have decreased by 23 incidents from the same period last year.

### **2024-25 Reporting Information:**

#### **Reported Student Behaviour Incidents for The Current School Year (November 16, 2024 – January 31, 2025):**

- Total Elementary behaviour incidents: **(November 16, 2024-January 31, 2025): 867 Incidents**
  - Hazard – 611 incidents
    - 70.47% of all elementary incidents
  - First Aid – 230 incidents
    - 26.53% of all elementary incidents
  - Health Care – 10 events
    - 1.15% of all elementary events
  - Lost Time – 16 events -
    - 1.85% of all elementary events
- Total Secondary behaviour incidents from **(November 16, 2024-January 31, 2025): 43 incidents**

- o Hazard –28 incidents
    - 65.12% of all Secondary incidents
  - o First Aid – 14 incidents
    - 32.56 % of all Secondary incidents
  - o Health Care – 0 incidents
    - 0.00% of all Secondary incidents
  - o Lost Time – 1 incident
    - 2.33 % of all Secondary incidents
- Total behaviour incidents for hazards, first aid, health care, and lost time per employee group from **November 16, 2024-January 31, 2025 - 910 Incidents**
    - o Administrators – 12
      - 1.32% of total incidents
    - o Custodian and Maintenance (CAMA) – 0
      - 0.00% of total incidents
    - o Early Child Educator (ECE) – 92
      - 10.11% of total incidents
    - o Educational Assistant (EA) / Child and Youth Worker (CYW) – 472
      - 51.87% of total incidents
    - o Educational Support Staff (ESS) – 1
      - 0.11% of total incidents
    - o Elementary Occasional Teacher (ETFO-OT) –46
      - 5.05% of total incidents
    - o Elementary Teacher (ETFO) – 268
      - 29.45% of total incidents
    - o MGMT/Other – 5
      - 0.55% of total incidents
    - o Secondary Teacher/Occasional Teacher (OSSTF) – 13
      - 1.43% of total incidents
    - o Supervision Monitors (SMACA) – 1
      - 0.11% of total incidents

### **2023-24 Reporting Information:**

#### **Reported Student Behaviour Incidents for the Prior School Year (November 16, 2023-January 31, 2024):**

- Total Elementary behaviour incidents: **(November 16, 2023-January 31, 2024): 971 Incidents**
  - o Hazard – 725 incidents
    - 74.67% of all elementary incidents
  - o First Aid – 231 incidents
    - 23.79% of all elementary incidents
  - o Health Care –5 events

- 0.51% of all elementary events
  - Lost Time – 10 events -
    - 1.03% of all elementary events
- Total Secondary behaviour incidents from **(November 16, 2023-January 31, 2024): 66 incidents**
  - Hazard –41 incidents
    - 62.12% of all Secondary incidents
  - First Aid – 25 incidents
    - 37.88% of all Secondary incidents
  - Health Care – 0 incidents
    - 0.00% of all Secondary incidents
  - Lost Time – 0 incidents
    - 0.00% of all Secondary incidents
- Total behaviour incidents for hazards, first aid, health care, and lost time per employee group from **November 16, 2023-January 31, 2024 – 1037 Incidents**
  - Custodian and Maintenance – 1
    - 0.10% of total incidents
  - Early Child Educator (ECE) – 131
    - 12.63% of total incidents
  - Educational Assistant (EA) / Child and Youth Worker (CYW) – 492
    - 47.44% of total incidents
  - Elementary Teacher – 302
    - 29.12% of total incidents
  - Elementary Occasional Teacher – 76
    - 7.33% of total incidents
  - Education Support Staff – 4
    - 0.39% of total incidents
  - Non-Union – 2
    - 0.19% of total incidents
  - Professional Support Staff - 1
    - 0.10% of total incidents
  - Secondary School Teacher – 10
    - 0.96% of total incidents
  - Supervision Monitor – 1
    - 0.10% of total incidents
  - Administrators – 17
    - 1.64% of total incidents

**Background:**

As requested by the Board, student behaviour data is to be provided on a quarterly basis.

**Financial implications:**

The financial impacts are covered within existing Board approved budget lines.

**Communications:**

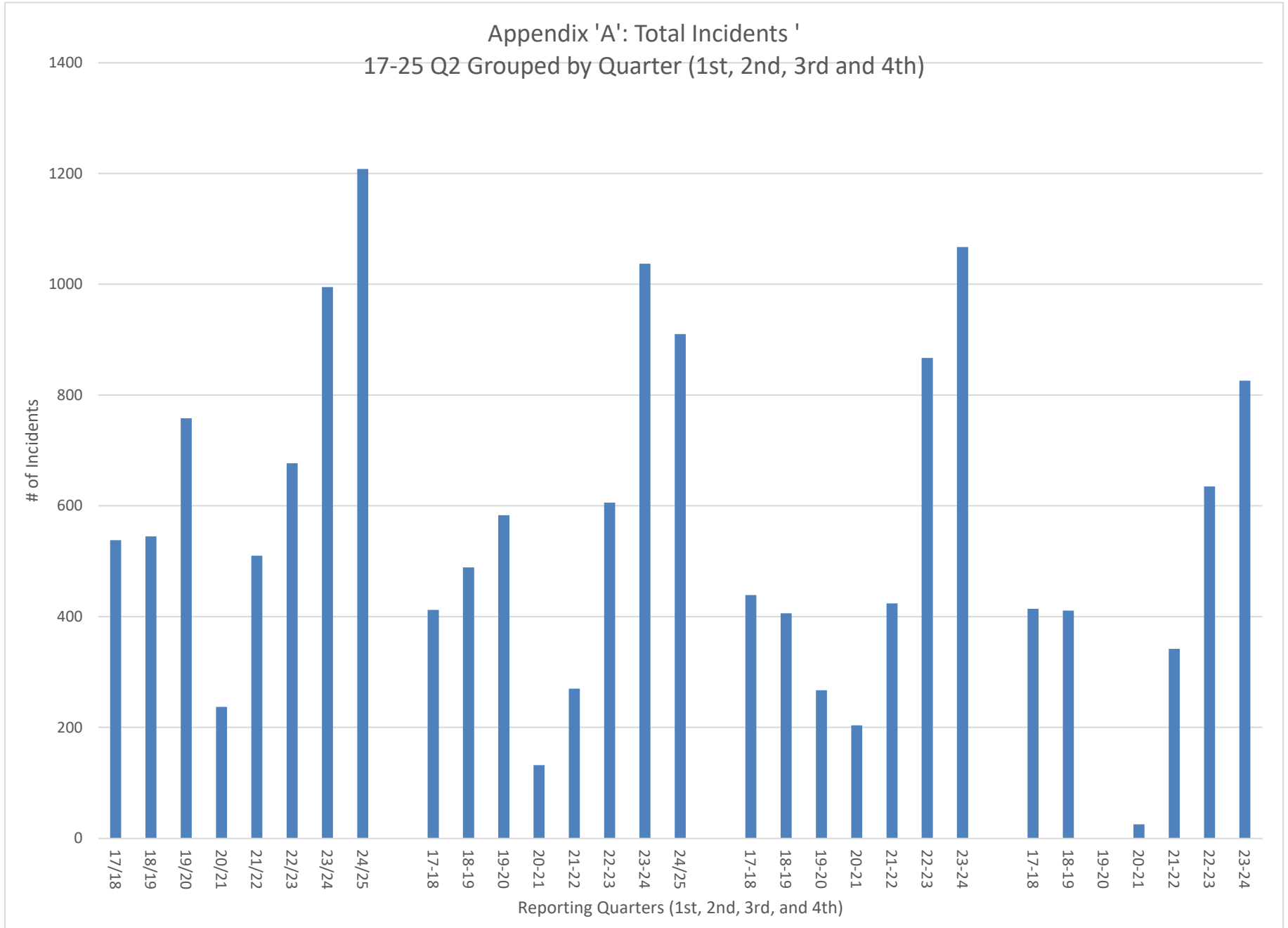
A report of all workplace incidents, including student behaviour is provided every two weeks to the Board's Joint Health and Safety Committee (JHSC).

**Appendices:**

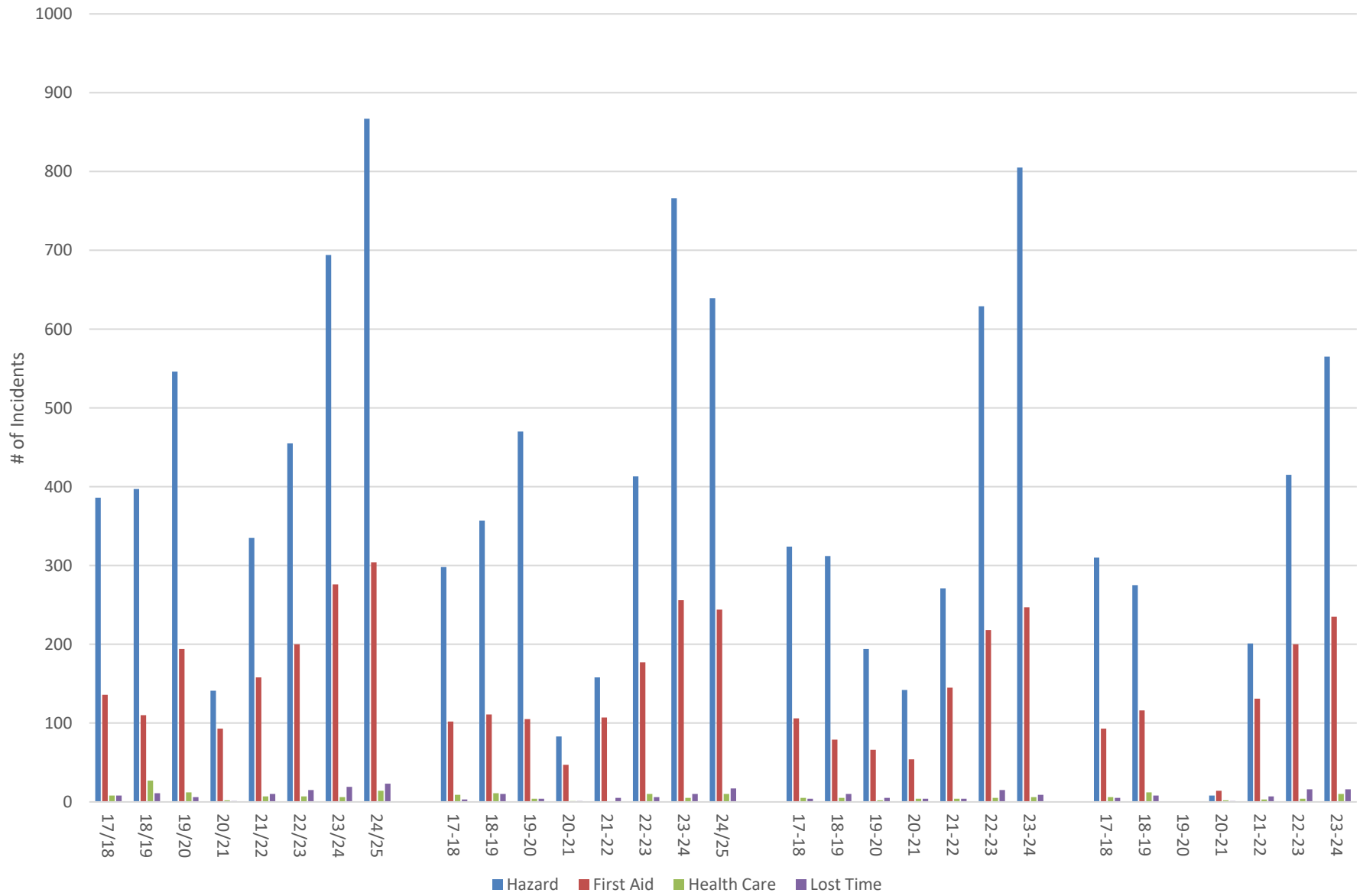
*Appendix 'A' – Total Incidents: 2017-2025 Q2*

*Appendix 'B' – Types of Incidents by Quarter: 2017-2025 Q2*

Prepared by: Bill Lemon, Associate Director  
Justin Brown, Senior Manager, Human Resource Services



Appendix 'B': Types of Incidents by Quarter  
'17-25 Q2 Grouped by Quarter (1st, 2nd, 3rd and 4th)





# Report to Board of Trustees

March 24, 2025

## **Subject: Student Suspension/Expulsion Report January, 2025**

### **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 January 2024 and January 2025, elementary suspensions have decreased by 19 and secondary suspensions have decreased by 80.

Comparing year to date from January 2024 and January 2025, school expulsions have increased by 5 and board expulsions have decreased by 8.

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

#### Suspensions

- Total elementary school suspensions in January 2024 - 71, year to date = 484
- Total elementary school suspensions in January 2025 - 99, year to date = 465
- Total secondary school suspensions in January 2024- 106, year to date = 690
- Total secondary school suspensions in January 2025 - 92, year to date = 610

#### Expulsions

- Total school expulsions in January 2024 - 0, Year to Date = 2
- Total school expulsions in January 2025 - 2, Year to Date = 7
- Total board expulsions in January 2024 - 1, Year to Date = 13
- Total board expulsions in January 2025 - 1, Year to Date = 5

#### 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 January 2024 - 6, Year to Date 50
- Total elementary/secondary violent incidents in January 2025 - 6, Year to Date 77

**Background**

As requested by the Board, suspension/expulsion data will be presented at the Board meeting in October, November, January, March, and May of each year.

**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: Alison Gaymes - San Vicente, Associate Director  
Brenda Cathcart, System Administrator, Learning Support Services,  
and in consultation with Leadership Council





# Report to Board of Trustees

March 24, 2025

## **Subject: Student Suspension/Expulsion Report February, 2025**

### **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 February 2024 and February 2025, elementary suspensions have decreased by 39 and secondary suspensions have decreased by 142.

Comparing year to date from February 2024 and February 2025, school expulsions have increased by 5 and board expulsions have decreased by 9.

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

#### Suspensions

- Total elementary school suspensions in February 2024 - 166, year to date = 654
- Total elementary school suspensions in February 2025 - 150, year to date = 615
- Total secondary school suspensions in February 2024 - 156, year to date = 848
- Total secondary school suspensions in February 2025 - 96, year to date = 706

#### Expulsions

- Total school expulsions in February 2024 - 0, Year to Date = 2
- Total school expulsions in February 2025 - 0, Year to Date = 7
- Total board expulsions in February 2024 - 1, Year to Date = 14
- Total board expulsions in February 2025 - 0, Year to Date = 5

#### 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 February 2024 - 7, Year to Date = 57
- Total elementary/secondary violent incidents in February 2025 - 11, Year to Date = 88

### **Background**

As requested by the Board, suspension/expulsion data will be presented at the Board meeting in October, November, January, March, and May of each year.

**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: Alison Gaymes - San Vicente, Associate Director  
Brenda Cathcart, System Administrator, Learning Support Services,  
and in consultation with Leadership Council



# Report to Board

March 24, 2025

## **Subject: Education Development Charges By-law - Annual Update**

### **Recommendation**

*This report is for the information of the Board.*

### **Status**

Cushman & Wakefield and Watson & Associates Economists Ltd. were jointly retained by the Waterloo Region District School Board (WRDSB) and Waterloo Catholic District School Board (WCDSB) (or the Boards) to review 2025 land costs, projected [Education Development Charges](#) (EDC) cashflow, and to assess the adequacy of the EDC rates to support upcoming site preparation costs and acquisition.

The annual increase in EDC rates is capped under [Ontario Regulation \(O. Reg.\) 20/98](#). The maximum eligible charge established as part of the [2022 by-law amendment](#) (\$4,423 per residential unit; \$2.72 per non-residential square foot) is sufficient to allow the WRDSB to increase its EDC charges annually, in compliance with O. Reg. 20/98. As such, no further increase to the maximum EDC charge can be recommended at this time.

### **Background**

An EDC is a charge levied on new development that a permit taker must pay when the municipality issues the building permit. Given that enrollment growth within the Region exceeds the available capacity, EDCs are the WRDSB's primary funding source for property acquisition needs. The WRDSB's existing EDC By-law recovers 73% of education land costs from residential development and 27% from non-residential development.

On May 10, 2021, the WRDSB adopted a jurisdiction-wide Education Development Charges By-law. It is effective from June 1, 2021, to May 31, 2026; a term of 5 years. In response to stakeholder input, the following motion was also approved, directing staff to annually review the rates:

*That the Waterloo Region District School Board direct staff to annually review land values and provide a report to the Board if land values support an amendment to the Education Development Charge By-law (2021) to increase residential and non-residential charges.*

In 2019, the Ministry of Education (Ministry) issued O. Reg. 55/19, which amended O. Reg. 20/98; the latter is the regulation that governs EDCs. Further amendments were made by O. Reg. 371/91. These amendments to O. Reg. 20/98 removed a temporary freeze on EDC rates and imposed the following restrictions on annual rate increases:

- In year 2 of the By-law and each subsequent year, the residential rate can increase by a maximum of \$300.00 or 5% of the previous year's EDC rate or \$0.10 per square foot of GFA, whichever is greater. The non-residential rate can increase by a maximum of 5% of the previous year's non-residential EDC rate.

School boards may review the prescribed maximum EDC rate to ensure that inputs such as the price of land are consistent with the assumptions made in the original study. The regulation permits school boards to increase the quantum of the EDC rate once per year via an amendment.

The maximum allowable annual increases under O. Reg. 371/91 (\$300 per unit and \$0.10 per square foot) does not bring the WRDSB's EDC collections close to the maximum EDC charge allowable.

The next opportunity to review land value assumptions and update our EDC analysis will occur as part of the By-law renewal in 2026.

### **Financial implications**

The EDC rates, approved as part of the 2022 amendment, will increase on June 1, 2025, and will be \$3,448 per unit (residential) and \$1.91 per square foot (non-residential). The WRDSB may continue to charge the full phase-in value for the duration of the 5-year by-law without reaching the maximum (market) rate established in the 2022 by-law amendment.

### **Communications**

All EDC rates and documents are shared publicly on the WRDSB's website ([www.wrdsb.ca/planning/education-development-charges/](http://www.wrdsb.ca/planning/education-development-charges/)). Municipalities and permit applicants are provided annual reminders of the approved rate changes.

Prepared by: Lauren Agar, Senior Manager of Planning  
Nick Landry, Superintendent of Business Services and Treasurer of the Board  
in consultation with Leadership Council