



# Halton District School Board

HALTON DISTRICT SCHOOL BOARD

J.W. Singleton Education Centre,  
2050 Guelph Line, Burlington, ON

Meeting will be livestreamed from [www.hdsb.ca](http://www.hdsb.ca)

**Public Session Agenda – Wednesday, April 4, 2018**

Public Session: 7 p.m. (*Private Session precedes Public Session*)

## PUBLIC SESSION AGENDA

---

### 1.0 Opening

- 1.1 Welcome, Call to Order and Attendance
- 1.2 Motion to Move into Private Session
- 1.3 Rise into Public Session
- 1.4 Acknowledgement of Traditional Lands
- 1.5 Declarations of Possible Conflict of Interest
- 1.6 Approval of the Agenda

### 2.0 Delegations/Presentations to the Board

- 2.1 Inspire Award Presentations (*presentations at first Board meeting each month*)
  - 2.1.1 Sarah Cronin, Teacher, Milton District High School
  - 2.1.2 Jason Adams, Teacher, Ryerson Public School
  - 2.1.3 Jessica Goodwin, Volunteer, LB Pearson High School
  - 2.1.4 Rachelle MacLeod, Teacher, Irma Coulson Public School
- 2.2 Delegations
- 2.3 Presentations
- 2.4 Acknowledgement by the Chair of Delegations and Presentations

### 3.0 Consent Agenda Items

- 3.1 Approval of Consent Agenda Action Items
  - 3.2.1 Minutes of the Halton District School Board Meeting, March 21, 2018 page 2
- 3.2 Receipt of Consent Agenda Information Items
  - 3.2.2 Order Paper page 8
  - 3.2.3 Board Report Schedule (*S. Miller*) – Report 18066 page 14

### 4.0 Ratification/Action

- 4.1 Approval of Business Transacted in Private Session
- 4.2 **For Action: April 4, 2018**
  - 4.2.1 School Year Calendar (*D. Boag*) – Report 18042 - **Revised** page 17
  - 4.2.2 Education Development Charge Policies on Application of Operating Surpluses and Alternative Accommodation Arrangements (*L. Veerman*) – Report 18055 page 23
  - 4.2.3 Admin Centre Report (*S. Miller*) – Report 18054 page 27

### 5.0 Communication to the Board

- 5.1 Student Trustee Reports
- 5.2 **For Action: April 18, 2018**
  - 5.2.1 Operational Plan 2018-2019 (*D. Boag*) – Report 18067 (**For Approval June 2018**) page 35
- 5.3 **For Information: April 4, 2018**
  - 5.3.1 Rental Rates 2017-2018 (*D. Boag*) – Report 18061 page 42
  - 5.3.2 Northeast Oakville #2 Sketch Plans (*D. Boag*) – Report 18062 page 44
  - 5.3.3 Nelson High School School Sketch Plans (*D. Boag*) – Report 18063 page 52
  - 5.3.4 MM Robinson High School Sketch Plans (*D. Boag*) – Report 18064 page 56
  - 5.3.5 Burlington Secondary School Gifted Locations (*M. Zonneveld*) – Report 18065 page 61
- 5.4 Notice(s) of Motion
- 5.5 Director's Report
- 5.6 Communication from the Chair
- 5.7 Committee Reports
- 5.8 Trustee Questions and Comments

### 6.0 Adjournment

- 6.1 Motion to Adjourn

## Halton District School Board

Public Session: Wednesday, March 21, 2018 – 7 p.m.

Present: K. Amos, A. Collard, D. Danielli, T. Ehl Harrison, A. Grebenc, K. Graves, J. Gray (phone),  
A. Harvey Hope, J. Oliver (late; phone), R. Papin, L. Reynolds, M. Mansoor, D. Metropolitan

Regrets:

---

### 1 Opening

#### 1.1 Call to Order

A. Grebenc called the meeting to order at 6:04 p.m.

M18-0053 K. Amos / A. Collard

Be it resolved that the Halton District School Board move into Private Session.

**Carried Unanimously.**

K. Graves joined the meeting at 6:20 p.m. The Board rose from Private Session at 7 p.m.

The Chair called the Public Session to order at 7:14 p.m.

A. Grebenc recognized Halton's rich history and modern traditions of many First Nations and Métis. On behalf of the Board, the Chair acknowledged and thanked the Mississaugas of the New Credit First Nation for sharing their traditional territory.

M18-0054 K. Amos / A. Collard

Be it resolved that the Halton District School Board approve the agenda as revised.

**Carried Unanimously.**

#### 1.2 Declarations of Possible Conflict of Interest

The Chair reminded Trustees of the requirement to declare any potential conflicts of interest.

### 2 Delegations/Presentations to the Board

#### 2.1 Inspire Awards

There were no award presentations for this agenda.

#### 2.2 Delegations

The Chair invited Danielle Manton representing the Halton Area Municipal Clerks to present her delegation.

M18-0055 D. Danielli / K. Amos

Be it resolved that the Halton District School Board extend the period of time for discussion on the delegation materials.

**Carried.**

Because a unanimous vote was not achieved, a recorded vote was noted with K. Amos as the only dissenting vote.

#### 2.3 Presentations

The Chair welcomed D. Metropolitan and M. Mansoor. D. Metropolitan spoke to the OSTA/AECO Student Platform for the upcoming provincial election.

#### 2.4 Acknowledgement by the Chair

The Chair thanked all presenters.

### 3 Consent Agenda Items

#### 3.1 Approval and Receipt of the Consent Agenda Items

A. Harvey Hope requested a date be added to the capital update.

M18-0056 D. Danielli / K. Amos

Be it resolved that the Halton District School Board approve the Consent Agenda Action items and receive the Consent Agenda Information Items as revised, for March 21, 2018.

**Carried Unanimously.**

### 4 Ratification / Action

#### 4.1 Approval of Business Transacted in Private Session

There were no matters for ratification.

4.2 For Action: March 21, 2018

4.2.1 Milton #10 School Name

The Chair called attention to Report 18041 and referenced the by-law outlining the procedure for voting on the name of a new school.

J. Oliver joined the meeting via phone at 8:20 p.m.

Trustees J. Gray and J. Oliver, both attending via phone, were encouraged to submit their ballot by email, as per the by-law, to Manager G. Gortmaker.

Trustees cast their vote for the name of the new Milton public school. As per the by-law, the Director read the results of the votes cast.

K. Amos	Viola Desmond	T. Ehl Harrison	Maamawi
A. Harvey Hope	Viola Desmond	J. Oliver	Maamawi
R. Papin	Viola Desmond		
A. Grebenc	Viola Desmond		
A. Collard	Viola Desmond		
K. Graves	Viola Desmond		
L. Reynolds	Viola Desmond		
D. Danielli	Viola Desmond		
J. Gray	Viola Desmond		
D. Metropolitansky	Viola Desmond		
M. Mansoor	Viola Desmond		

M18-0057 K. Graves / R. Papin

Be it resolved that the Halton District School Board name the new elementary school (Milton SW #10), located at 1450 Leger Way, Milton, Viola Desmond Public School.

**Carried Unanimously.**

4.2.2 School Year Calendar

S. Miller provided clarification regarding misinformation raised in the delegation from the Halton Area Municipal Clerks. He highlighted boards' responsibilities under legislation, and composition of the calendar committee. S. Miller spoke to the decision of the calendar committee, safety in schools and costs incurred without congruency with the co-terminus Board's school year calendar.

D. Boag added comments about student safety and security, and input received from the calendar committee. D. Boag and S. Miller responded to trustee questions.

M18-0058 R. Papin / K. Amos

Be it resolved that the Halton District School Board approve the summary of statutory and Board designated holidays and professional activity days for 2018-2019 as recommended through consultation with the School Year Calendar Committee.

M18-0059 A. Collard / D. Danielli

Be it resolved that the Halton District School Board defer the aforementioned motion to the April 4 Board meeting to allow further conversation with the Halton Catholic Board regarding the September and October professional activity days, and that a report be returned to the Board with a final recommendation.

**Carried.**

Because a unanimous vote was not achieved, a recorded vote was noted with R. Papin casting the dissenting vote.

4.2.3 Trustee Distribution and Determination

A. Grebenc called attention to Report 18043. D. Danielli briefly left the room.

M18-0060 R. Papin / A. Harvey Hope

Be it resolved that the Halton District School Board designate no areas within its jurisdiction as low population areas, for the purpose of trustee determination and distribution.

**Carried Unanimously.**

D. Danielli returned to the room.

M18-0061 L. Reynolds / K. Amos

Be it resolved that the Halton District School Board approve the Trustee Determination (Appendix A) and Trustee Distribution (Appendix B) templates as appended to Report 18043, noting the change to 338,910 to reflect the Board's electoral Group Population (Figure A).

**Carried Unanimously.**

A. Collard recommended Option 1 for Burlington which would be the status quo.

*Option 1: Status Quo*

- The current distribution of trustees in place for Burlington would remain.
- The first geographic area would include Wards 1 and 2, where the total quotient would be 1.184.
- The second geographic area would include Wards 3 and 6, where the total quotient would be 1.179.
- The third geographic area would be Ward 4, where the total quotient would be 0.813.
- The fourth geographic area would be Ward 5, where the total quotient would be 0.705.
- In this option, only one geographic area exceeds the 20% variance.

M18-0062 A. Collard / L. Reynolds

Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043:  
Option 1 (status quo) for Burlington.

**Carried Unanimously.**

K. Amos recommended Option 5 for Oakville which reads:

*Option 5:*

- This option proposes the redistribution of geographic areas. Distribution of four trustees for Oakville would continue.
- The first geographic area would include Wards 1 and 2, where the total quotient for this area would be 1.181.
- The second geographic area would include Wards 3 and 6, where the total quotient would be 1.102.
- The third geographic area would be Ward 4, where the total quotient would be 0.790.
- The fourth geographic area would be Wards 5 and 7, where the total quotient would be 0.828.
- In this option, the quotient per trustee is well within the variance of 20%, except Ward 4.

M18-0063 K. Amos / T. Ehl Harrison

Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043:  
Option 5 for Oakville.

**Carried Unanimously.**

D. Danielli commented on consultations with K. Graves in recommending Option 3 for Milton.

*Option 3:*

- This option proposes the redistribution of geographic areas. Distribution of two trustees for Milton would continue.
- The first geographic area would include Wards 1 and 2, where the total quotient for this area would be 1.181.
- The second geographic area would include Wards 3 and 4, where the total quotient would be 0.802. In this option, the quotient per trustee is within the variance of 20%,

M18-0064 D. Danielli / K. Graves

Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043:  
Option 3 for Milton.

**Carried Unanimously.**



For Halton Hills, Option 1 was put forward.

*Option 1: Status Quo*

- Retain the current distribution of trustees allocated for Halton Hills (1).
- The quotient for the Halton Hills geographic area is 1.234, which exceeds the 20% variance as suggested by legal counsel.

M18-0065 K. Amos / R. Papin

Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043:  
Option 1 for Halton Hills.

**Carried Unanimously.**

M18-0066 K. Amos / T. Ehl Harrison

Be it resolved that the Halton District School Board designate the Town of Oakville as the lead municipality.

**Carried Unanimously.**

## **5 Communication to the Board**

### **5.1 Student Trustee Reports**

M. Mansoor and D. Metropolitansky spoke briefly to plans for the Student Leadership Symposium, and recent committee meetings including the student voice. They also spoke to the April 24 Student Trustee Election, with the first year of online voting, offering thanks to the IT team who made it happen. The Student Trustees responded to trustee questions.

### **5.2 For Action: April 4, 2018**

#### **5.2.1 Education Development Charge policies on Application of Operating Surpluses and Alternative Accommodation Arrangements**

D. Renzella spoke to Report 18055, and responded to trustee questions.

#### **5.2.2 Special Education Plan**

M. Zonneveld spoke to Report 18050, and responded to trustee questions.

#### **5.2.3 Trustee Professional Development**

T. Ehl Harrison spoke to Report 18057, and indicated discussion regarding this could be continued at Committee of the Whole.

#### **5.2.4 Admin Centre Report**

S. Miller spoke to Report 18054, highlighting the need for an admin centre, how it would be funded as established under the Education Act, and how staff contribute significantly to support student achievement. He responded to trustee questions and comments about the current state of the JW Singleton and New Street Education Centres, geographic locations and funding.

M18-0067 K. Amos / R. Papin

Be it resolved that the Halton District School Board extend the meeting beyond 10 p.m.

**Carried Unanimously.**

A. Collard indicated her intent to bring forward a motion to defer to allow more time for community consultation, funding options and other geographic options. No seconder was found for the recommendation so it was not tabled.

#### **5.2.5 OSTA/AECO Letter of Support**

K. Amos spoke to Report 18060, and with D. Danielli and R. Papin, responded to trustee questions. She asked if the letter could be shared with OPSBA, as well as OSTA/AECO member boards.

A. Harvey Hope indicated her discomfort with proceeding on this recommendation tonight, having not fully explored the student platform.

M18-0068 K. Amos / D. Danielli

Be it resolved that the Halton District School Board waive the rules to deal with this matter immediately.

**Carried.**

A unanimous vote was not achieved so a recorded vote was noted, with dissenting votes from A. Collard, A. Harvey Hope and K. Graves.

M18-0069 K. Amos / R. Papin  
Be it resolved that the Halton District School Board of Trustees authorize the Chair to write a letter to the Minister of Education showing our support and endorsement of the OSTA/AECO Student Platform, Education Policy Recommendations for the 2018 provincial election – created by students, for students.

M18-0069a A. Collard / K. Graves  
Be it resolved that the aforementioned motion be amended to remove the phrase “and endorsement”. **Carried.**

A unanimous vote was not achieved so a recorded vote was noted, with dissenting votes from L. Reynolds and K. Amos.

The vote on the amended motion was called.

M18-0069 K. Amos / R. Papin  
Be it resolved that the Halton District School Board of Trustees authorize the Chair to write a letter to the Minister of Education showing our support of the OSTA/AECO Student Platform, Education Policy Recommendations for the 2018 provincial election – created by students, for students. **Carried Unanimously.**

J. Oliver left the meeting at 10:12 p.m.

D. Metropolitansky and M. Mansoor left the meeting at 10:15 p.m.

K. Graves left the meeting at 10:20 p.m.

5.3 *For Information: March 21, 2018*

5.3.2 Special Education Plan Review Update

M. Zonneveld spoke to Report 18056 and responded to trustee questions.

5.4 *Notice(s) of Motion*

There were no Notices of Motion

5.5 *Director's Report*

S. Miller spoke to correspondence received from the Honorable Indira Naidoo-Harris, Minister of Education and Minister Responsible for Early Years and Child Care, announcing appointees to the 2018-19 Minister's Student Advisory Council. With more than 400 applications this year, 60 students were selected for the council including from the Halton District School Board:

- Shrute Dayalan at Irma Coulson Elementary Public School
- Jessica Liu at Joshua Creek Public School
- Stephen Wang at Abbey Park High School
- Noor Toeama at Dr. Frank J. Hayden Secondary School

He also offered congratulations to Craig Kielburger Secondary School teacher Kevin Houldcroft who is being honoured as recipient of an Ontario Volunteer Service Award for an incredible list of initiatives in support of students. The presentation of Kevin's well-deserved Ontario Volunteer Service Award will occur mid-April.

5.6 *Communications from the Chair*

A. Grebenc spoke to correspondence received from the Ministry of Citizenship and Immigration, identifying a grant of more than \$550,000 to support language services for newcomers to Canada. The Chair also commented on her attendance with Director Miller, at a citizenship ceremony held recently at Georgetown District High School.

5.7 *Committee Reports*

T. Ehl Harrison reminded trustees of the change in venue for the March 28 Committee of the Whole meeting, to the Milton Learning Centre (6 p.m.), Conference Room 1.

L. Reynolds spoke to today's meeting with the Skills Development and Training, and announced the impending launch of their new website.

5.8 *Trustee Questions and Comments*

K. Amos reminded trustees of next Wednesday's Skills Competition at Georgetown High School.

L. Reynolds extended an invitation to upcoming events being hosted by the Aldershot community of schools including a community dinner event, and an event featuring Olympian Adam VanKoeverden as keynote speaker. She indicated she would share details with all trustees.

6 **Adjournment**

M18-0070 D. Danielli / R. Papin

Be it resolved that the Board adjourn at 10:50 p.m.

**Carried Unanimously.**

Recorder's Signature:

Chair's Signature:

**Halton District School Board  
ORDER PAPER – PUBLIC SESSION  
Wednesday, April 4, 2018**

*(Items shaded/in bold have been completed and will be deleted from the list prior to the next edition.)*

<b>Motion #</b>	<b>Resolution</b>	<b>Responsibility</b>
M12-0204	Be it resolved that...the Board develop a governance process to monitor School Generated Funds including School Council Funds and school businesses, and refer this item to the Policy, By-law & Governance Committee.	Policy, By-law & Governance Committee
M13-0073	Be it resolved that in recognition of the role of SEAC and the motions passed at the SEAC Meeting of April 2, 2013 and conversations at the table this evening, that the HDSB defer the Assessment of Gifted Entry/Gifted Screening Process Review, and that the Board direct the Director to: 1. develop and implement a consultation plan to seek input from SEAC, parents of gifted students, teachers and school staff on improving our gifted assessment process.	Director of Education
M13-0171	Be it resolved that the Halton District School Board approve a structure for Board policy that includes governance policies and framework policies as per the appendices to Report 13083.	Policy, By-law & Governance Committee
M13-0172	Be it resolved that the Halton District School Board approve a structure for admin procedures and supporting guidelines, implementation handbooks, and protocols as contemplated in Report 13083.	Director of Education
M14-0158	Be it resolved that the HDSB consider the following option related to the establishment of a second entry point (Grade 5) for French Immersion: Option C (Defer the decision on second FI entry point): Defer the decision regarding a second FI entry point until we have implemented Primary Core French.	Director of Education
M15-0071	Be it resolved that HDSB support HSTS utilizing a third-party consultant to undertake a bell time analysis study for elementary and secondary schools, in order to find route efficiencies and determine the financial impacts or cost savings, and; THAT prior to the analysis being undertaken, study parameters will be established jointly by the Halton DSB and the Halton Catholic DSB; and THAT the cost of undertaking a bell time analysis study be provided to trustees for approval.	SO/Business
M15-0139	Whereas the work of the National Truth and Reconciliation Commission (TRC) regarding residential schools in Canada concluded its work in June 2015, resulting in 94 far reaching Calls to Action, including a number specifically focused on education; Be it resolved that the Halton District School Board: i) Commit that all students graduate with knowledge of residential schools and their effects on Aboriginal communities in Canada and see themselves as contributors to reconciliation. ii) (At least) Annually during a Board meeting recognize the history of our area and give respect and honour to its First Peoples, by including in the Chair's welcome, "We would like to acknowledge that we are on the traditional territory of First Peoples."	Director of Education / School Operations
M16-0045	Be it resolved that the Halton District School Board authorize staff to work with the City of Burlington and Nelson User Group to develop a fundraising plan as outlined in the HDSB Community Funding of Facility Enhancements Administrative Procedure regarding proposed enhancements to the sports facilities at Nelson High School.	SO/ Facility Services

<b>Motion #</b>	<b>Resolution</b>	<b>Responsibility</b>
M16-0097	Be it resolved that the Halton District School Board create an ad hoc committee to create a public awareness campaign, "Fix the Finances", to raise awareness about how the HDSB is financed and repercussions of funding reductions and create an action plan to return to the Board for approval by the October 19 Board meeting.	Chair, Trustees <i>Deferred to November 2016</i>
M16-0099	Be it resolved that Halton District School Board refer to the Policy, By-law and Governance Committee, the creation of a policy that incorporates the concepts regarding internal processes and public concerns identified in the administrative procedure.	Policy, By-law & Governance Committee
M16-0111	<ol style="list-style-type: none"> <li>1. Be it resolved that the Halton District School Board adopt Option 6, Grade 2 Entry to the French Immersion program at 100% intensity in existing single &amp; dual track schools, as outlined in Report 16096.</li> <li>2. Be it resolved that this model begin in Grade 2 of school year 2018/19. Entry into Grade 1 of our current FI model will cease after the 2016/17 school year and the 2017/18 Grade 1 cohort will be English program only.</li> <li>3. Be it resolved that students enrolled in our current FI model be grand-parented and allowed to complete elementary school in the current model.</li> </ol>	Director of Education
M16-0132	Be it resolved that the HDSB appoint the architectural firm of Hossack and Associates Architects Inc. to prepare the design and tender documents for the proposed new elementary school, ERA 118 (Oakville NE #2 PS) to be built in the Oakville area for September 2018. In the event Ministry approval is not received for this project all expenses incurred for design and development of tender documents be funded through Close the Gap.	Facility Services
M16-0133	Be it resolved that the Halton District School Board appoint the architectural firm of Hossack and Associates Architects Inc. to prepare the design and tender documents for the proposed new secondary school, SRA 104 (Milton SW #1 HS) to be built in Milton area for September 2019. In the event Ministry approval is not received for this project, all expenses incurred for design and development of tender documents be funded through Close the Gap.	Facility Services
M17-0021	Be it resolved that the HDSB undertake a review of the existing Executive Limitations, Governance Process and Board-Director Relationship policies with a view to rescinding or revising them under the current governance structure, and THAT the HDSB reformat and direct the Board's existing policies under either the "Framework" or "Governance" categories of the current governance structure.	Chair/Trustees
M17-0059	Be it resolved that the Board of Trustees obtain a written legal opinion from Miller Thomson regarding the proposed changes to the Director's Job Description, and Executive Limitations and Delegation of Authority Policies and that Miller Thomson be provided with copies of the current and proposed Director's Job Description, and Executive Limitations and Delegation of Authority Policies, and the Director of Education's Contract, and be given the opportunity to confer with the Board of Trustees to discuss their findings. Be it further resolved that the decision regarding the changes to the Director's Job Description, and Executive Limitations and Delegation of Authority Policies be deferred until such time as the legal opinion has been obtained and any recommendations resulting from it have been discussed by the Board of Trustees and the Director of Education.	Chair of the Board
M17-0088	Be it resolved that the Halton District School Board close Robert Bateman High School, effective June 30, 2020. <ol style="list-style-type: none"> <li>a) Effective September 1, 2019, the Halton District School Board revise the existing catchment area for Robert Bateman HS to redirect English program students entering Grade 9 to Nelson HS;</li> </ol>	Director of Education

Motion #	Resolution	Responsibility
	b) Effective September 1, 2020, the HDSB revise the existing catchment area for Robert Bateman HS to redirect the Grade 10, 11 and 12 English program students to Nelson HS.	
M17-0091	Be it resolved that the Halton District School Board close Lester B. Pearson High School, effective June 30, 2018. a) Effective September 1, 2018, the Halton District School Board revise the existing catchment area for Lester B. Pearson High School to redirect students to M.M. Robinson High School.	Director of Education
M17-0092	Be it resolved that, effective September 1, 2018, the HDSB revise the existing Dr. Frank J. Hayden Secondary School French Immersion program boundary, to redirect students entering Grade 9 French Immersion to MM Robinson HS. Grade 10, 11, and 12 FI students will be grandparented at Dr. Frank J. Hayden Secondary School until graduation.	Director of Education
M17-0094	Be it resolved that, effective September 1, 2018, the Halton District School Board designate the English and French Immersion catchment areas for the "Evergreen Community" to M.M. Robinson High School.	Director of Education
M17-0097	Be it resolved that, as part of implementation of any PAR-related changes, the Board direct the Director that the responsible Superintendent develop and deliver a consultation and communications plan to engage with affected and interested stakeholders in an early and ongoing way	Director of Education
M17-0103	Be it resolved that the Halton District School Board authorize staff to proceed with the selection process for an architectural firm(s) to prepare the design details and project manage the facility modifications needed to address the Burlington Secondary Program and Accommodation Review (PAR) outcomes for MM Robinson and Nelson High Schools.	Facility Services
M17-0133	Be it resolved that the Halton District School Board appoint the firm of Snyder Architects Inc. as the architect for the transition of educational programs project into Nelson High School and MM Robinson High School as per their response to RFP-17-258	Facility Services
M17-0169	Be it resolved that the Halton District School Board use a portion of the "Reserve Account for Trustee Professional Development" to cover the registration costs for the Trustees to attend the Ontario Public School Board Association Public Education Symposium (including the pre-symposium) to be held January 25-27, 2018 (maximum of \$7,700). Upon return from this symposium, trustees who attended will share the highlights of the symposium with all trustees. Be it resolved that the Halton District School Board use a portion of the "Reserve Account for Trustee Professional Development" to cover the registration costs for the Trustees to attend the Ontario Public School Board Association Labour Relations Symposium (including the pre-symposium) to be held in Toronto from April 26-27, 2018 (maximum of \$5,500). Upon return from this symposium, trustees who attended will share the highlights of the symposium with all trustees. Be it resolved that the Halton District School Board use a portion of the "Board Leadership and Team Development" account to cover the registration and accommodation costs for the OPSBA HDSB Director(s) and the OPSBA Central West Regional VP/Chair to attend the 2018 OPSBA AGM in Niagara Falls from May 31 - June 3, 2018, at a cost up to a maximum of \$1,600 per participant. Upon return from the AGM the OPSBA Director(s) and/or OPSBA Central West Regional VP/Chair will share the highlights of the AGM with all trustees. Be it resolved that the Halton District School Board use a portion of the "Board Leadership and Team Development" account to cover the accommodation	

Motion #	Resolution	Responsibility
	and transportation costs for one Student Trustee Co-Mentor to accompany the Student Trustees to the OSTA/AECO conference in Ottawa from February 15-18, 2018, at a cost up to a maximum of \$1,600. Upon return from the conference, the Student Trustee Co-Mentor that attended will share the highlights of the conference with all trustees.	
M17-0181	Be it resolved that the Halton District School Board authorize staff to tender and award the 2017-2018 Facility Services Projects, Operations and Maintenance, either individually or combined, as outlined in Report 17134.	Superintendent of Facility Services
M17-0184	Be it resolved that the Halton District School Board approve the continuation of the Close the Gap program, as outlined and THAT specific projects be undertaken as follows, funded subject to these cost estimates and budget availability: <ul style="list-style-type: none"> <li>• air conditioning and electrical upgrades to second and third floor area of schools, \$5,180,000</li> <li>• Support for installation of elevators to address building accessibility, \$6,000,000</li> <li>• Support the development and installation of a turf field at White Oaks SS, \$1,200,000</li> </ul>	Superintendent of Facility Services
M18-0007	Be it resolved that the Halton District School Board accept the tender from Golden Gate Contracting Inc. in the amount of \$689,861 as contained in Tender No. RFT 17-286 for the construction and renovation of a parent and child centre at Oakwood Public School in Oakville, Ontario; and that the budget be approved as presented in Private Session Report 18010.	Superintendent of Facility Services
M18-0009	Be it resolved that the Halton District School Board authorize the Director to proceed with hiring a parliamentarian to review the Board's revised by-laws, and to coordinate with legal counsel for a similar review of the by-laws with an expenditure of approximately \$5,000.	Director of Education
M18-0010	Be it resolved that the Halton District School Board authorize the Director to proceed with a review of the draft Fundraising Policy by legal counsel, no later than mid-February with an expenditure of approximately \$2,000.	Director of Education
M18-0034	Be it resolved that the Halton District School Board employ Miller Thomson as legal counsel to undertake a review of its governance policies, with a view to developing a compendium of documents that reflect best practices and provide a sound, concise and consistent reference for its Board of Trustees. The project, not to exceed \$5,000 will commence in February 2018 with anticipated completion by April 2018 for presentation to the Board.	Director of Education
M18-0034	Be it resolved that the Halton District School Board adjust the boundaries for the elementary schools in Milton as outlined in Scenario 10c and detailed in Report 18020, effective September 2018.	DOE
M18-0038	Be it resolved that the Board of Trustees authorize the Chair to write a letter to the Minister of Education in support of Bill 191 The Education Amendment Act (Fetal Alcohol Spectrum Disorder), 2017, copying all Ontario MPPs and school boards.	Chair
M18-0045	Be it resolved that the Halton District School Board accept the tender from Tri-Green Construction Ltd. in the amount of \$573,000.00 as contained in Tender No. RFT 18-20 for the retrofit facilitating a community hub at Harrison Public School, Georgetown, Ontario with the budget as outlined in Report 18045.	
M18-0046	Be it resolved that the Halton District School Board authorize the appointment of the external audit firm, Deloitte LLP, to perform the annual financial statement audit of the 2017/2018 fiscal year.	
M18-0047	Be it resolved that the Halton District School Board develop and implement an Innovation-STEM (I-STEM) program option at Aldershot High School effective September 2019 beginning with students entering Grade 9..	

<b>Motion #</b>	<b>Resolution</b>	<b>Responsibility</b>
<b>M18-0048</b>	<b>Be it resolved that the Halton District School Board approve the Student Trustee Policy as appended to Report 18048.</b>	<b>Director of Education</b>
M18-0050	Be it resolved that the Board of Trustees authorize the Chair to write a letter to the Minister of Education with their feedback on the Draft Ministry of Education Pupil Accommodation Review Guideline.	Chair of the Board
<b>M18-0057</b>	<b>Be it resolved that the Halton District School Board name the new elementary school (Milton SW #10), located at 1450 Leger Way, Milton, Viola Desmond Public School.</b>	<b>Director of Education</b>
M18-0059	Be it resolved that the Halton District School Board defer the aforementioned motion to the April 4 Board meeting to allow further conversation with the Halton Catholic Board regarding the September and October professional activity days, and that a report be returned to the Board with a final recommendation.	Director of Education / Associate Director
M18-0060 to M18-0068	<p>Be it resolved that the Halton District School Board designate no areas within its jurisdiction as low population areas, for the purpose of trustee determination and distribution.</p> <p>Be it resolved that the Halton District School Board approve the Trustee Determination (Appendix A) and Trustee Distribution (Appendix B) templates as appended to Report 18043, noting the change to 338,910 to reflect the Board's electoral Group Population (Figure A).</p> <p>Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043: Option 1 (status quo) for Burlington.</p> <p>Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043: Option 5 for Oakville.</p> <p>Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043: Option 3 for Milton.</p> <p>Be it resolved that the Halton District School Board approve the determination of electoral quotient by ward as follows, as described in Report 18043: Option 1 for Halton Hills.</p> <p>Be it resolved that the Halton District School Board designate the Town of Oakville as the lead municipality.</p>	Director of Education
M18-0069	Be it resolved that the Halton District School Board of Trustees authorize the Chair to write a letter to the Minister of Education showing our support of the OSTA/AECO Student Platform, Education Policy Recommendations for the 2018 provincial election – created by students, for students.	Chair of the Board

#### **PENDING REPORTS – April 4, 2018**

<b>Motion &amp; Date</b>	<b>Resolution</b>	<b>Presentation Date</b>
M12-0088	<p>Be it resolved that the HSDB direct the Director to provide a full and complete list of all policies and admin procedures noting :</p> <p>a) whether or not the policy/admin procedure has been adopted by board motion,</p> <p>b) the date that the policy/admin procedure was last reviewed,</p> <p>c) the date that the policy/admin procedure is next scheduled to be reviewed and</p> <p>d) whether or not the policy/admin procedure suggests an impact to roles and/or responsibilities of trustees or board of trustees (directly or through referenced policy/admin procedure).</p>	June / Sept. 2012 Review of policies undertaken (on-going)



Motion & Date	Resolution	Presentation Date
M16-0112	Be it resolved that an annual report be added to the report schedule (starting in 2018), outlining the percentage/number of Gr.1 students in each elementary school registered for French Immersion or English programs for the following year, and that this report highlight any schools where fewer than 20 students have registered for the Gr.2 English program and any schools where registration percentages for FI have increased from prior years, and provide an action plan to address the enrolment in those schools. This report will be brought to the Board of Trustees prior to staffing deadlines.	2018  Interim report proposed February/March 2017
M17-0096	Be it resolved that the Halton District School Board investigate and explore a range of opportunities for Aldershot High School, including but not limited to, a magnet school, a themed school, an alternative school, and/or an incubator school with a report brought back to the Board of Trustees no later than February 2018.	February 2018
M17-0171	Be it resolved that the Halton District School Board refer the Student Trustee draft policy for discussion at a future Standing Committee re: Policy, By-law & Governance at Committee of the Whole.	January/February 2018

# Halton District School Board

---

**Report Number: 18066**

Date: March 28, 2018

**FOR INFORMATION**

**TO:** The Chair and Members of the Halton District School Board

**FROM:** S. Miller, Director of Education

**RE: Board Report Update**

---

**Background:**

First introduced in September 2014, this monthly report outlines reports scheduled to come to the Board during the current school year.

The report schedule outlines the planned dates for 2018, and will be updated at regular intervals to keep Trustees apprised of what reports have been presented, completed, and/or have had to have timelines revised.

*Respectfully submitted,*

*S. Miller*

*Director of Education*

**STAFF INITIATED BOARD REPORTS – 2017-18**

(March 28, 2018)

<b>REPORT SUBJECT</b>	<b>DATE:</b>	<b>RESPONSIBILITY</b>	<b>COMMENTS</b>	
Admin Procedure Update	<i>ongoing</i>	Stuart Miller		<i>Info</i>
SEAC Membership	<i>as required</i>	Mark Zonneveld		<i>Info</i>
Admin Centre Update	<i>as required</i>	Gerry Cullen		<i>Info</i>
Capital Update – Summer 2017	September 6	Gerry Cullen	<i>completed</i>	<i>Info</i>
Banking Resolutions	September 6	Lucy Veerman	<i>completed</i>	<i>Action</i>
“Technology and You”	September 6	Gord Truffen	<i>completed</i>	<i>Info</i>
PAR Update	September 6	Terri Blackwell	<i>completed</i>	<i>Info</i>
Director’s Summer Authority	September 6	Stuart Miller	<i>completed</i>	<i>Info</i>
High Performance Programs	September 20	David Boag/Tina Salmini	<i>completed</i>	<i>Info</i>
Capital Update (with financials)	September 20	Gerry Cullen	<i>completed</i>	<i>Info</i>
Ombudsman Report	September 20	David Boag	<i>completed</i>	<i>Info</i>
PAR Architect Appointment	September 20	Gerry Cullen	<i>completed</i>	<i>Action</i>
EQAO	September 20	David Boag, Program	<i>completed</i>	<i>Info</i>
Summer Learning Initiatives	September 20	David Boag	<i>completed</i>	<i>Info</i>
Boundary Review (Boyne)	September 20	Jacque Newton/Dom Renzella	<i>completed</i>	<i>Action</i>
Gap Analysis re: PAR Implementation	October 4	Stuart Miller	<i>completed</i>	<i>Info</i>
Award of Tender (New Elem./Milton)	October 4	Gerry Cullen	<i>completed</i>	<i>Action</i>
September Staffing Adjustments	October 18	Debra McFadden	<i>completed</i>	<i>Info</i>
Community Planning and Partnerships	October 18	Lucy Veerman	<i>completed</i>	<i>Info</i>
Capital Update	October 18	Gerry Cullen	<i>completed</i>	<i>Info</i>
Operational Plan Progress Report	October 18	David Boag	<i>completed</i>	<i>Info</i>
PAR Update	November 1	Terri Blackwell	<i>completed</i>	<i>Info</i>
Annual Water Testing	November 1	Gerry Cullen	<i>completed</i>	<i>Info</i>
School Ground Enhancement Report	November 1	Gerry Cullen	<i>completed</i>	<i>Inco</i>
Capital Update	November 15	Gerry Cullen	<i>completed</i>	<i>Info</i>
P/VP Placements/Transfer	November 15	Jacque Newton	<i>completed</i>	<i>Info</i>
Financial Statements	November 15	Lucy Veerman	<i>completed</i>	<i>Action</i>
Trustee Honoraria (Sched.1)	November 15	Lucy Veerman	<i>completed</i>	<i>Action</i>
Renewal/School Condition Index	November 15	Gerry Cullen	<i>completed</i>	<i>Info</i>
Indigenous Flags	November 15	Rob Eatough	<i>completed</i>	<i>Info</i>
Special Education Review	November 15	Mark Zonneveld	<i>completed</i>	<i>Info</i>
Banking Resolutions	December 6	Lucy Veerman	<i>completed</i>	<i>Action</i>
Annual Report: Food & Beverage Sales	December 6	Gerry Cullen	<i>completed</i>	<i>Info</i>
Disposition of Property/Acquisitions	<i>as required</i>	Lucy Veerman	--	<i>Action</i>
Cmty Funding Facility Enhancements	<i>as required</i>	G. Cullen, L. Veerman	--	<i>Info</i>
Capital Update	December 6	Lucy Veerman	<i>completed</i>	<i>Info</i>
Director’s Annual Report	December 6	Stuart Miller	<i>completed</i>	<i>Info</i>
Close the Gap Update	December 6	G. Cullen, L. Veerman	<i>completed</i>	<i>Info</i>
<b>Milton Secondary School Tender</b>	<b>January</b>	<b>Facilities</b>		<b>Action</b>
PAR Update	January 10	Terri Blackwell	<i>completed</i>	<i>Info</i>
Striking Committee/ Appointments	January 10	Striking Committee	<i>completed</i>	<i>Action</i>
Revised Estimates	January 24	Lucy Veerman	<i>completed</i>	<i>Action</i>
HLF Fundraising Plan	January 31	Stuart Miller	<i>completed (@ Committee)</i>	<i>Info</i>
Milton Boundaries (Boyne)	February 7	Jacque Newton	<i>completed</i>	<i>Action</i>

REPORT SUBJECT	DATE:	RESPONSIBILITY	COMMENTS	
Budget Schedule	February 21	Lucy Veerman	<i>completed</i>	<i>Info</i>
Welcome Centre Update	February 21	Gord Truffen	<i>completed</i>	<i>Info</i>
Capital Update	February 21	Facilities	<i>completed</i>	<i>Info</i>
EDC By-law Timelines	February 21	Lucy Veerman	<i>completed</i>	<i>Info</i>
PAR Update: Aldershot Exploration	February 21	Terri Blackwell	<i>presentation</i>	<i>Info</i>
Primary Core French Update	February 21	D. Boag, T. Salmini	<i>completed</i>	<i>Info</i>
PVC Implementation Update	February 21	David Boag	<i>completed</i>	<i>Info</i>
School Generated Funds	March 7	S. Miller, L. Veerman	<i>completed</i>	<i>Info</i>
Annual Portable Inspection Update	March 7	Facilities	<i>completed</i>	<i>Info</i>
Operational Plan Update	March 7	David Boag	<i>completed</i>	<i>Info</i>
School Year Calendar	March 7	David Boag	<i>to April 4 (revised)</i>	<i>Info</i>
Innovation Update	March 7	Jacquie Newton	<i>to Committee of the Whole</i>	<i>Info</i>
PAR Update	March 7	Terri Blackwell	<i>completed</i>	<i>Info</i>
Trustee Distribution/Representation	March 7	Stuart Miller	<i>submission to Ministry by April 3</i>	<i>Action</i>
Spec Ed Review Report w/ recmd'tns	March 21	Stuart Miller	<i>completed</i>	<i>Info</i>
Draft Special Education Plan	March 21	Mark Zonneveld	<i>to June for approval</i>	<i>Info</i>
Gifted Screening	March 21	Mark Zonneveld	<i>completed</i>	<i>Info</i>
Capital Update	March 21	Facilities	<i>completed</i>	<i>Info</i>
Admin Centre	March 21	Stuart Miller		<i>Info</i>
Draft Op Plan Targets/Strategies	<b>April 4</b>	Stuart Miller		<i>Action</i>
Gifted Placement Locations	April 4	Mark Zonneveld		<i>Info</i>
Rental Rates	April 4	Facilities		<i>Info</i>
Centre for Skills Dev. & Training Report	April 4	Stuart Miller		<i>Info</i>
P/VP Placements/Transfer	April 18	Jacquie Newton		<i>Info</i>
Capital Update	April 18	Facilities		<i>Info</i>
HLF Annual Report	April 18	Stuart Miller		<i>Info</i>
EDC By-law Background Study	April 18	Lucy Veerman		<i>Info</i>
LTAP	May 2	Lucy Veerman		<i>Action</i>
School Bell Time Change Requests	May 2	Lucy Veerman		<i>Info</i>
Community Partnership Report (LTAP)	May 2	Lucy Veerman		<i>Action</i>
Cmty Funding - Facility Enhancements	May 2	Facilities / L. Veerman		<i>Info</i>
Transportation/Policy Exemptions	May 16	Lucy Veerman		<i>Info</i>
Capital Update	May 16	Facilities	<i>with financials</i>	<i>Info</i>
EDC By-law	May 16	Lucy Veerman		<i>Action</i>
PAR Update	May 16	Terri Blackwell		<i>Info</i>
Budget	June 6	Lucy Veerman		<i>Action</i>
Teachers Redundant to Board	<i>if required</i>	Debra McFadden		<i>Info</i>
Truth & Reconciliation/FNMI Update	June 6	Rob Eatough		<i>Info</i>
Special Education Plan	June 6	Mark Zonneveld		<i>Action</i>
Operational Plan Targets/Strategies	June 6	Stuart Miller		<i>Action</i>
Community Partnership Report	June 6	Lucy Veerman		<i>Info</i>
Capital Update	June 6	Facilities		<i>Info</i>
Capital Plans / Priorities	June 6	Facilities		<i>Action</i>
LTAP	June 20	Lucy Veerman		<i>Action</i>

# Halton District School Board

---

**Report Number: 18042 REVISED**  
Date: March 1, 2018

**FOR DECISION**

TO: The Chair and Members of the Halton District School Board  
FROM: D. Boag, Associate Director  
S. Miller, Director of Education  
RE: **School Year Calendar 2018-2019**

---

## **RECOMMENDATION**

***Be it resolved that the Halton District School Board approve the summary of statutory and Board designated holidays and professional activity days for 2018-2019 as recommended through consultation with the School Year Calendar Committee, and reflected in Report 18042 Revised.***

---

### **Background**

The Education Act requires each school board to establish a school year calendar, identifying instructional days, professional activity days and holidays for each school year. The Ministry of Education establishes the number of days for the schools of the province and in accordance with Regulation 304, each school board is required to submit a Board-approved calendar to the Ministry of Education by May 1, 2018. If the Board chooses to submit a modified school year calendar they must do so by March 1, 2018.

The School Year Calendar Committee met on January 23, 2018 for the purpose of preparing a draft calendar. The School Year Calendar Committee has taken into account several considerations:

### **Central Guiding Legislation**

For 2018-2019 there are 194 possible school days between September 1, 2018 and June 30, 2019. Following Ministry of Education direction, the 2018 - 2019 school year must include a minimum of 194 days. Of these days, school boards are currently required to designate 3 days as professional activity days. In addition to these 3 days, school boards may designate up to an additional 4 days as professional activity days for a total of 7 professional activity days. In accordance with regulation 304 the remaining schools days shall be instructional days, including up to 10 days for secondary examinations.

### **Alignment between Elementary and Secondary Panels, Transportation Services and the Coterminous Board.**

Care is taken in the establishment of the school year calendar to align the HDSB elementary and secondary PA days and to integrate transportation services with our coterminous Board. Consultation has occurred with the Halton Catholic District School Board and each of the professional activity days placed within the 2018-19 calendar align with the Halton Catholic District School Board. In addition, both boards will have the same secondary school examination days.

### **Professional Activity Days**

The Ministry now mandates three professional activity days to be designated for Ministry priorities, an increase of one as initiated in 2015-2016 by the Ministry, and up to four professional activity days for Board-related initiatives. For the 2018-2019 school year, seven professional activity days are proposed for elementary and secondary schools:

#### *Elementary and Secondary*

- Three days for professional learning related to Ministry initiatives. This is to include: numeracy, literacy, safe and inclusive schools, student engagement, assessment and evaluation.

# Halton District School Board

---

## *Elementary only*

- Two days for assessment and completion of report cards
- One day for parent–teacher interviews
- One day for professional learning related to Board initiatives. This is to include: school improvement plans, assessment and evaluation, school self-assessment.

## *Secondary only*

- Four days for professional learning related to Board initiatives. This is to include: school improvement plans, assessment and evaluation, school self-assessment.

## **Conclusion**

The proposed school year calendar for Elementary and Secondary schools for 2018-2019 was developed with the input of the School Year Calendar Committee consisting of representatives from interested and affected groups (*Appendix A*). The proposed instructional school year includes 187 instructional days for students, as mandated by the Ministry for the 2018-19 school year, and begins on September 4, 2018 (*Appendix B*).

Following discussion at the March 21, 2017 Board meeting, the proposed school year calendar for 2018-2019 reflects a change in the professional activity for September, revised from Friday, September 21, 2018 to **Monday, September 17, 2018**.

*Respectfully submitted,*

*David Boag,  
Associate Director*

*Stuart. Miller,  
Director of Education*

# Halton District School Board

## Appendix A

### School Year Calendar Committee 2018-2019

<b>Name</b>	<b>Representing</b>	<b>Location</b>
Audrey Conaghan Thomson	Parent	Elementary
Chris Duncan	Management and Administrative Support Staff	J.W.Singleton
Cindy Bullock	Designated Early Childhood Educators	
David Boag	Chair	J.W.Singleton
Dean Barnes	Halton Secondary Principals' Association	System Principal - International Student Program & Welcome Centre
Debbie DeBoer	Human Resources	J. W. Singleton
Debbie Majka	Office Clerical and Technical Unit	HEOT Office
Deborah Bachewich	Sec Occas. Teachers	Ont. Sec. Teachers Office
Gord Donaldson	Halton Elementary Principals' Association	Maple Grove
Heather Duplain	Elementary Teachers' Federation of Ontario	Federation Office
Jason Bartlett	SEAC	
Jim Young	Ontario Secondary School Teachers' Federation	Halton Secondary Teachers Office
Judy Watson	Halton District Educational Assistants Association	HDEAA Office
Julie Hunt Gibbons	School Programs	New Street Education Centre
Karen Lacroix	Transportation	Halton Student Transportation Services
Kevin Schensema	Canadian Union of Public Employees Local 1011	West Maintenance
Liz MacCarthy	Human Resources	J.W.Singleton
Marnie Denton	Director's Department	J.W.Singleton
Mary Marshall	Diversity	J.W.Singleton
Michael Gallant	Information Services	J.W.Singleton
Michael Yang	Parent	Elementary
Richelle Papin	Trustees	HDSB Board
Sarah Shields	Parent	Secondary
Stacey Lowery	Professional Student Services Personnel	

# Halton District School Board

Appendix B

## PROPOSED SCHOOL YEAR CALENDAR 2018-2019

### Overview

Definition	Date
First day of instruction for all students	Tuesday September 4, 2018
Last day of instruction for secondary students	Thursday June 27, 2019
Last day of instruction for elementary students	Friday June 28, 2019
Semester 1 – Secondary Staff	September 4, 2018 – January 31, 2019
Semester 2 – Secondary Staff	February 1, 2019 – June 28, 2019
Instructional school days	187
Total school days	194

### School Breaks and Holidays

Date	Holiday
September 3, 2018	Labour Day
October 8, 2018	Thanksgiving Day
December 24, 2018-January 4, 2019 (incl.)	Winter Break
February 18, 2019	Family Day
March 11-15, 2019	Spring Break
April 19, 2019	Good Friday
April 22, 2019	Easter Monday
May 20, 2019	Victoria Day

### Professional Activity

Date	Panel
<b>September 17, 2018</b>	Elementary/Secondary
October 5, 2018	Elementary/Secondary
November 23, 2018	Elementary/Secondary
February 1, 2019	Elementary/Secondary
February 15, 2019	Elementary/Secondary
April 12, 2019	Elementary/Secondary
June 7, 2019	Elementary
June 28, 2019	Secondary

### Secondary Instructional

Semester	Dates
Semester 1 – 94 instructional days	September 4, 2018 – January 31, 2019
Semester 1 - Exams	January 24, 2019 – January 30, 2019
Semester 2 – 93 instructional days	February 1, 2019 – June 28, 2019
Semester 2 - Exams	June 20 – June 26, 2019





Ministry of Education

# School Year Calendar 2018 - 2019

**Legend** ▶ **H** - Statutory Holiday Schedule  
**E** - Scheduled Examination Day  
**P** - Professional Activity Day

**B** - Board Designated Holiday  
 Half Day

**DRAFT as of December 19, 2017**

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2018						1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
September 2018	18	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
October 2018	21	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
November 2018	21	1				1	2	3	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
December 2018	15			3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
January 2019	19				1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
February 2019	17	2						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March 2019	16							1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
April 2019	19	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
May 2019	22				1	2	3	4	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
June 2019	19	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
July 2019				1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
<b>TOTAL</b>	187	7	0																									

Note: The 2018-2019 calendar provides for 194 possible school days between September 1, 2018 and June 30, 2019. The school year shall include a minimum of 194 school days of which three (3) days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four (4) extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days



Ministry of Education

# School Year Calendar 2018 - 2019

**Legend** ▶ **H** - Statutory Holiday Schedule    **E** - Scheduled Examination Day    **P** - Professional Activity Day    **B** - Board Designated Holiday    ☐ Half Day

**DRAFT as of December 19, 2017**

Month	Number of Instructional Days	Number of Professional Activity Days	Number of Scheduled Examination Days	1st Week					2nd Week					3rd Week					4th Week					5th Week				
				M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
August 2018						1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
September 2018	18	1		3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
October 2018	21	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30	31		
November 2018	21	1				1	2	3	5	6	7	8	9	12	13	14	15	16	19	20	21	22	23	26	27	28	29	30
December 2018	15			3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28	31				
January 2019	19		5		1	2	3	4	7	8	9	10	11	14	15	16	17	18	21	22	23	24	25	28	29	30	31	
February 2019	17	2						1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	
March 2019	16							1	4	5	6	7	8	11	12	13	14	15	18	19	20	21	22	25	26	27	28	29
April 2019	19	1		1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
May 2019	22					1	2	3	6	7	8	9	10	13	14	15	16	17	20	21	22	23	24	27	28	29	30	31
June 2019	19	1	5	3	4	5	6	7	10	11	12	13	14	17	18	19	20	21	24	25	26	27	28					
July 2019				1	2	3	4	5	8	9	10	11	12	15	16	17	18	19	22	23	24	25	26	29	30			
<b>TOTAL</b>	<b>187</b>	<b>7</b>	<b>10</b>																									

Note: The 2018-2019 calendar provides for 194 possible school days between September 1, 2018 and June 30, 2019. The school year shall include a minimum of 194 school days of which three (3) days must be designated as professional activity days with respect to specific provincial education priorities as outlined in the Policy/Program Memoranda 151 and up to four (4) extra days may be designated by the board as professional activity days. The remaining school days shall be instructional days. The boards may designate up to ten instructional days as examination days

# Halton District School Board

---

Report Number: 18055

Date: March 12, 2018

**FOR DECISION**

TO: The Chair and Members of the Halton District School Board

FROM: L. Veerman, Superintendent of Business  
S. Miller, Director of Education

RE: **Education Development Charge Policies on Application of Operating Surpluses and Alternative Accommodation Arrangements**

---

## RECOMMENDATION

***Be it resolved that the Halton District School Board hereby approves the statement that there is no operating surplus available in the budget that can be applied to reduce growth-related net education land costs; and,***

***THAT the Board approves the statement that there have been no opportunities to implement alternative accommodation arrangements.***

---

## Background

The Halton District School Board is currently in the process of replacing its current Education Development Charge By-law. Ontario Regulation 20/98 made under the Education Act, which governs various aspects of Education Development Charges (“EDCs”), requires that a school board evaluate certain EDC related policies as part of the process of adopting a new EDC By-law. The policies in question concern: (i) the application of an operating surplus to capital needs, and (ii) alternative accommodation arrangements.

---

## Discussion:

### ***Statement on Operating Budget Surplus***

Paragraph 8 of Section 9(1) of Ontario Regulation 20/98 requires that the Board include a statement in the EDC Background Study stating that it has reviewed its operating budget for savings that could be applied to reduce growth-related net education land costs, and the amount of any savings that it proposes to apply, if any.

It is necessary that the review of operating budgets for surpluses be conducted annually as part of the process of establishing the Board’s budget for the following year. A Board policy is in place to accommodate this requirement (refer to Appendix A).

Where there has been, or appears that there will be, a surplus in the estimates in a fiscal year, the Board must determine whether all, part or none of the surplus will be designated for the purpose of acquiring school sites by purchase, lease or otherwise.

A review of the 2017/18 operating budget discloses that there will not be a surplus of operating funds available to allocate to capital needs. Moreover, it is projected that there will not be a surplus of operating funds available in the next year’s forecasted operating budget. Based on the foregoing, the Board is unable to designate surplus funds for the purpose of acquiring school sites. The Board also approves a resolution to this effect when the budget is approved in June each year.

The Board’s reasons for stating that there will be no operating budget surplus available to reduce growth-related net education land costs and the resulting EDC are as follows:

- lack of operating surplus;
- shortfalls in other areas of the operating budget; and
- significant backlog of facility renewal.

# Halton District School Board

---

## **Alternative Accommodation Arrangements**

Paragraph 6 of Section 9(1) of Ontario Regulation 20/98 requires that the Board adopt a policy concerning possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or co-operative nature, which would provide accommodation for new elementary school pupils and new secondary school pupils, without imposing EDCs, or with a reduction in such a charge.

The Board has adopted a policy on alternative accommodation arrangements. The policy is attached as Appendix B.

The alternative accommodation arrangements that the Board may wish to consider include purchases, lease/buy backs, site exchanges and joint-venture partnerships. These alternative arrangements, if properly structured, have the potential to reduce site size requirements, improve service delivery, reduce duplication of public facilities and maximize the use of available funds.

Paragraph 7 of Section 9(1) of Ontario Regulation 20/98 requires that the Board include in the EDC Background Study a statement of how the policy concerning alternative accommodation arrangements was implemented, and if it was not implemented, an explanation of why it was not implemented.

To date, there have not been any proposals for alternative accommodation arrangements presented to the Board. It is important to note that neither Ontario Regulation 20/98 nor the policy require the Board to independently pursue such opportunities.

In summary, there were no opportunities or proposals for alternative accommodation arrangements advanced by the development industry, municipalities or the general public; nor did the Board identify any proposals which were considered appropriate having regard to its short term and long term needs.

## **Conclusion:**

In concluding, Board approved statements are required under Ontario Regulation 20/98 in regard to the application of an operating budget surplus and alternative accommodation arrangement policy. These Board approved statements must be incorporated into the background study.

As discussed, the Board is unable to designate surplus funds for the purpose of acquiring school sites. Furthermore, there were no opportunities or proposals for alternative accommodation arrangements advanced by the development industry, municipalities or the general public, nor did the Board identify any proposals that were considered appropriate having regard to its short term and long term needs.

*Respectfully submitted,*

*L. Veerman,  
Superintendent of Business and Treasurer*

*S. Miller,  
Director of Education*

# Halton District School Board

---

**APPENDIX A**

**HALTON DISTRICT SCHOOL BOARD**

**7000-30**

POLICY STATEMENT

OPERATING BUDGET SURPLUS

---

WHEREAS the Halton District School Board

recognizes that legislative provisions encourage school boards to review their operating budget for savings that could be applied to reduce growth-related net education land costs, and the amount of any savings which it proposes to apply (if any), and

recognizes that under the General Legislative Grant Regulation, only a surplus from the non- classroom part of the estimates is eligible to be used to acquire school sites, thereby reducing the “growth related net education land cost” and the education development charge that may be levied by the board

THEREFORE

Where there has been or it appears that there will be surplus in the non-classroom part of the estimates of the school board in a fiscal year, the Halton District School Board shall determine whether all, part, or none of the surplus will be designated as available for the purpose of acquiring school sites by purchase, lease or otherwise.

Motion - #M99-0188 May 19, 1999

Review Date: May 2003

Responsibility: - Superintendent of Education (Transportation and Planning)

Administrative Procedures Reference- N/A

# Halton District School Board

---

**APPENDIX B**

**HALTON DISTRICT SCHOOL BOARD**

**7000-40**

POLICY STATEMENT

ALTERNATE ACCOMMODATION ARRANGEMENTS FOR PUPILS

---

WHEREAS the Halton District School Board

recognizes that legislative provisions encourage school boards to consider alternate arrangements for the accommodation of elementary and secondary school pupils to the usual arrangement under which a school site is acquired and a stand-alone school is built on it

THEREFORE

The Halton District School Board will consider possible arrangements with municipalities, school boards or other persons or bodies in the public or private sector, including arrangements of a long-term or cooperative nature, which would provide accommodation for the new elementary school pupils and new secondary school pupils who are resident pupils of the board, subject to the following conditions:

1. The arrangement must be cost effective and advantageous for the board compared to other possible arrangements including an acquisition of a school site and the construction of a freestanding building.
2. The arrangement shall comply with any guidelines issued by the Ministry of Education and Training.
3. The Board may enter into lease arrangements respecting school facilities intended to be used to accommodate peak enrolment, but shall not enter into such arrangements respecting school facilities that are necessary to accommodate long-term enrolment unless such arrangements could result in ownership at the board's discretion.
4. The board shall retain sufficient governance authority over such a facility to ensure that it is able to deliver the appropriate educational program to its pupils, and to ensure that its identity, ambiance and integrity are preserved.
5. Such a facility shall have a separate entrance with the school name on the exterior of the school easily visible from the street.

Motion: - #M99-0188 May 19, 1999

Review Date: May 2003

Responsibility: - Superintendent of Education (Transportation and Planning)

Administrative Procedures Reference -- N/A

# Halton District School Board

---

Report Number: 18054  
Date: March 14, 2018

**FOR DECISION**

TO: The Chair and Members of the Halton District School Board  
FROM: S. Miller, Director of Education  
RE: **Administration Centre Study – Conclusion of RFP14-77**

---

## **Recommendation:**

***Be it resolved that the Halton District School Board direct the Director of Education to initiate the construction of a new administrative building on the J.W. Singleton Education Centre property, pending Ministry approval.***

---

## **Background:**

The Halton District School Board has grown to 65,000 students, an increase of 35% in student population during the past 10 years. This has resulted in a corresponding increase in staff across the system. There are currently 388 staff assigned to both the J.W. Singleton Centre and New Street Education Centre. This number has increased during the years and will continue to increase, as enrolment grows, in order to provide support and oversight to ensure schools operate effectively. Because of this growth, staff have been engaged in a study of accommodation needs of central administrative Board staff.

Report 15016 was brought to trustees on February 4, 2015. This report initiated a review to determine if the Board offices are adequate to carry out the current and future functions of the Board. This report identified Snyder and Associates Inc. as the consultant to lead this study. Two phases were outlined. Phase one was a comprehensive needs assessment followed by phase two which provided options for consideration to address the needs identified in phase one.

Report 15100 was presented at the June 24, 2015 Board meeting. This report outlined the results of phase one, confirming that the current administrative spaces are inadequate to accommodate the current and growing needs of central staff and the functions they perform.

The second phase, as presented in Board Report 16038 on February 17, 2017, highlighted ideal proximity of departments for optimal synergies and the importance of centralizing all administrative functions of the Board at one site, ideally geographically central in the Board. The report confirmed the current practice of accommodating staff through reorganization and/or minor modifications/renovations of current space is not a long term solution. Spaces are cramped, lacking privacy, meeting space is inappropriate, building systems are outdated and accessibility remains an issue.

The report identified the need for a facility that:

- is flexible and adaptable to future needs
- encourages collaboration and innovation
- provides a safe and inclusive environment
- is fully accessible for staff and the public
- enhances employee well-being to improve employee performance
- enhances community and board wide engagement

The report also outlined general specifications including square footage, cost and the number of staff to be accommodated.

Report 16130 presented at the October 16, 2016 Board meeting reported staff had been in contact with municipalities and a joint facility was not a likely option. Staff had also investigated available

# Halton District School Board

---

vacant land geographically central to the Board and determined there is no readily available vacant land.

The facility would require approximately eight acres of land. The report also outlined possible concept plans for two currently owned administrative centre lands: Gary Allan High School/New Street Education Centre and M.M. Robinson/J.W. Singleton Centre.

## **Current Update:**

### ***E.C. Drury Campus***

During the course of the past 14 months, staff have investigated the potential use of the E.C. Drury site. This site is geographically located centrally within the Board which has some obvious advantages. The E.C. Drury site, however, is owned and operated by Provincial Schools. This is a complicating factor and to date staff have not been able to engage in the necessary discussions with the Province (Infrastructure Ontario) that would result in this piece of property being considered a viable option. Any further discussions would likely be long and arduous making this option less than ideal.

### ***Land Availability***

The consultants have suggested for a new location, eight acres would be sufficient to accommodate a new administration building. This site size would allow for unknowns such as site configuration, setbacks, easements, and future expansion. The Planning Department, supported by consultants Cushman & Wakefield, has confirmed there is currently very little available land central to the Board, including north Oakville or Milton that would meet the size and configuration requirements of a Board administrative office.

### ***Potential Costs***

Building a new facility would cost approximately \$32 million (tender portion). The Ministry does not fund new administrative centres nor the acquisition of land for a new administrative facility. The Board must finance the construction and, if desired, land acquisition. The acquisition of property for school sites in North Oakville and Milton range in the \$1.4 to \$2.0 million per acre range. More specific to the Board's needs for office/employment land, values in north Oakville or Milton are between \$700,000 and \$1,100,000 per acre, making the cost to purchase the land alone to be approximately \$5.6-\$8.8 million.

All options presented to the Board will result in a requirement to finance the construction of the new facility. In recognition that funds required to construct a facility would take several years to compile, the following recommendations to allocate funds to the Future Administrative Facility have been approved:

Allocation from Year-end Surplus:	
Motion M13-0299 (Board Report 13167, Dec. 2013)	\$ 1,125,291
Motion M15-0218 (Board Report 15153, Nov. 2015)	2,500,000
Transfers within Accumulated Surplus:	
Motion M16-160 (Board Report 16149, Nov. 2016)	<u>8,919,579</u>
	\$12,544,870
Motion M16-0186 (Board Report 16159, Nov. 2016)	<u>11,100,000</u>
Total Funds Available for Future Administrative Facility	<u>\$ 23,644,870</u>

The balance of funds required to construct the new administrative facility would be secured through long-term financing. The principal and interest payments would be budgeted through the Board administration and governance funding envelope.

Ontario Regulation 193/10 restricts the amount of funds that can be used for the purposes of constructing administrative facilities. Under this regulation, the Board can only use proceeds of



# Halton District School Board

---

disposition which have been generated through the sale of a former administrative facility. Therefore, the Board cannot use proceeds of disposition generated from the sale of school sites.

## **Existing Administrative Office Sites**

The utilization of existing Board property, either the J.W. Singleton Centre or New St. Education Centre site, would substantially reduce the total cost of the new administrative centre. The Board already owns both potential properties.

Renovating either existing building has been deemed to be problematic for the following reasons:

- a. cost of retrofitting and updating the existing building
- b. ongoing maintenance and operating costs of existing building
- c. accessibility issues within the existing building

The M.M. Robinson H.S. property is approximately 33.6 acres in size, which includes J.W. Singleton Centre (*see attachment*). Although it is not identified as a separate piece of land, it is estimated the J.W. Singleton Centre site is approximately 5.7 acres in size. The New Street Education Centre/Gary Allan property consists of approximately of 14.67 acres, although the property is fragmented given the previous acquisitions of portions of the site to the City of Burlington (*see attachment*).

The consultants have prepared schematic facility fit drawings confirming a 95,000 square foot admin centre could be placed on either property (*see attachments*). If the Board were to move forward with building on either the J.W. Singleton Centre site or the New Street Education Centre site, an Official Plan Amendment and rezoning would be required. The Board's Planning Department has identified the undertaking of an Official Plan Amendment and zoning amendment for the New Street Education Centre/Gary Allan site would likely be problematic, given the residential nature of the surrounding neighbourhood and the concerns related to a use that may not be compatible with the area.

The location of the new administration centre on the existing J.W. Singleton Centre site would likely be less cause for concern from area residents. Locating a building at the northwest corner of Guelph Line and Upper Middle Road, would be more compatible to the adjacent land uses (i.e., retail malls to the east and southeast) and M.M. Robinson H.S., located to the west. Also, the location of a new administration centre on the current site, would allow for enhanced building exposure and street presence to ensure the Halton District School Board remains visible in the community. The current location also offers better transportation/transit access due to its proximity to a major transportation corridors (Guelph Line/Upper Middle Road) as well as the QEW/403 and Highway 407, as compared to the New Street Education Centre/Gary Allan location. Planning staff believes the potential development of a new administrative centre at this location could provide for other office/retail opportunities that potentially could assist in the reducing the operating costs for the new administration centre. Lastly, the location of the new administration centre at the existing location would ensure the current J.W. Singleton Centre workforce would be minimally impacted.

## **Conclusion**

The Halton District School Board is the largest single employer in the entire Halton region. With more than 8000 full and part time employees serving 65,000 students and their families, it is clear the Halton District School Board is a very significant part of the Region of Halton. Moreover, dozens of Halton-based businesses employing a multitude of Halton residents do business with and provide services to the Board, its students and its staff. With a budget of more than \$760 million, it is also apparent the Board and its employees contribute greatly to the local economy.

The staff who currently work in the J.W. Singleton Education Centre, New Street Education Centre and the Milton Learning Centre are vital to the work of the schools. Halton students and graduates are served very well by their teachers, educational assistants, school administrators and all school-based support staff. Indeed, Halton District School Board students perform consistently at or near the top when compared to other boards across the province.

# Halton District School Board

---

This cannot occur without the support of those who work in the various Board offices. Vital operations such as information technology, payroll, human resources, purchasing, facility services, library services, academic consulting, student services (special education), financial services, senior management and the functions of the Board of Trustees all occur centrally. Each of these services, and more, provide essential support for both the achievement and well-being of the Halton District School Board's students. The role of all central support staff is crucial to the continued success of all Halton District School Board students.

The current facilities that accommodate these staff are inadequate. There is insufficient space and the condition of the current buildings are found wanting. To meet the current needs, including AODA compliance, would require a significant investment of millions of dollars. In addition, retrofitting or renovations would result in the displacement of hundreds of personnel and several school operations.

The need for an administrative centre that provides a modern, efficient building that is fully accessible and adaptable to future needs, will have a positive impact on professional relationships, operations and ultimately student learning and well-being.

In the fall of 2017 the Halton Regional Police Services moved into a new headquarters on North Service Road. The building itself cost \$54 million and was built on Region-owned land. This new headquarters will serve the police services and ultimately the citizens of Halton well into the future.

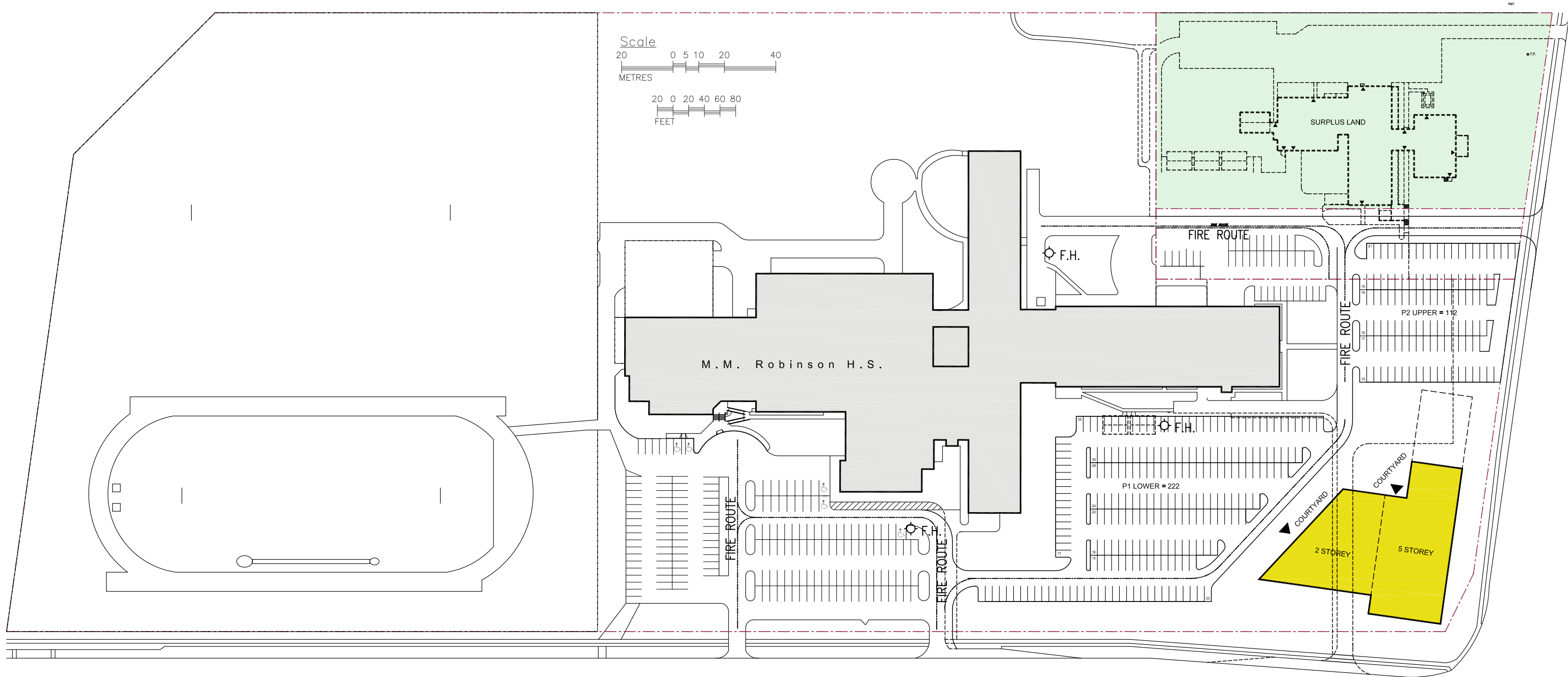
A new Halton District School Board education centre will serve the same purpose for the tens of thousands of students we serve, well into the future.

Like the Halton Regional Police Services headquarters, which was situated on regional land, the new HDSB administrative centre would be placed on Board property. This will result in a savings of approximately \$5.6 to \$8.8 million dollars, as land would not have to be purchased. It is also more efficient and would allow the project to be started and completed in a shorter time period.

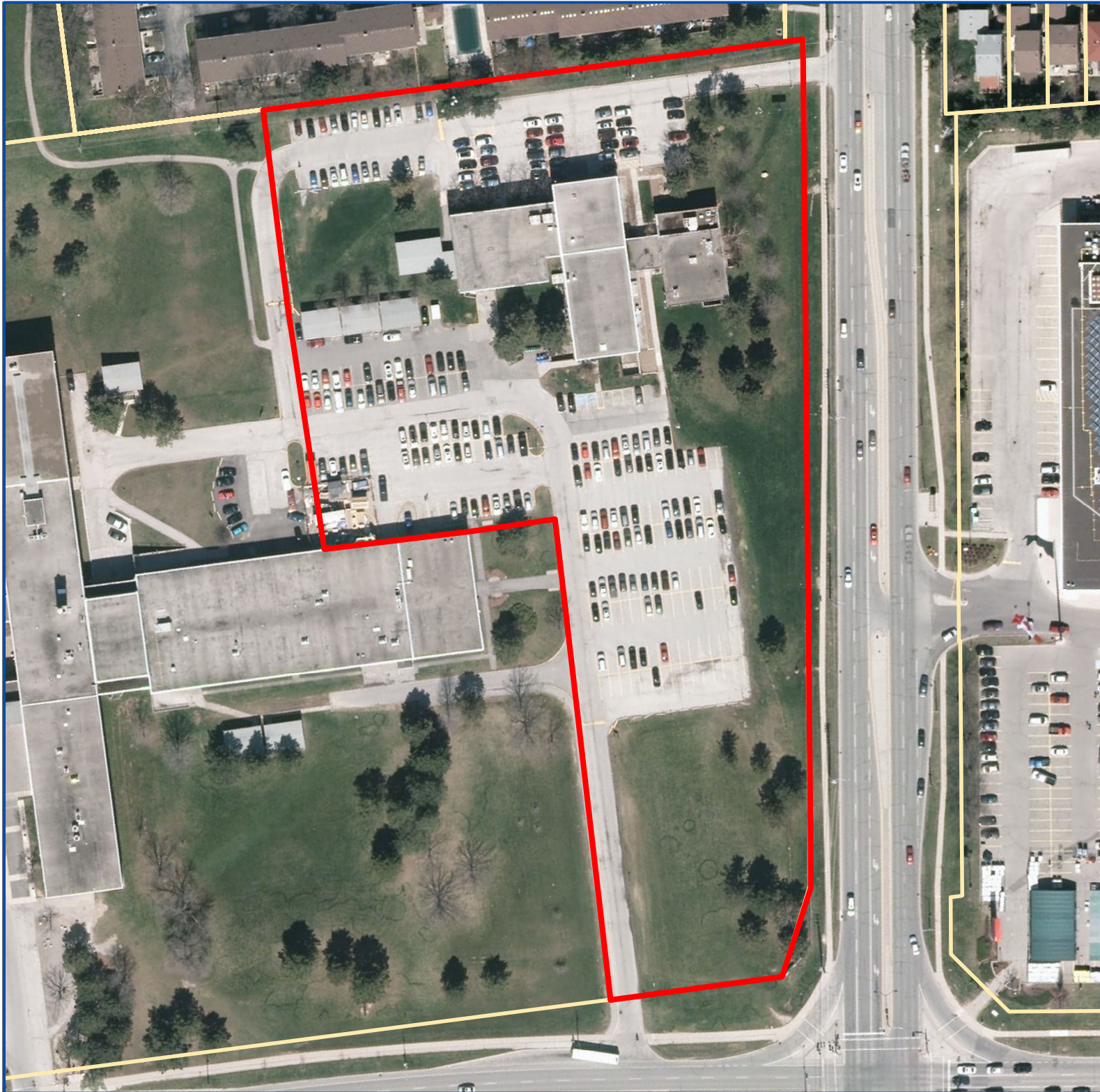
It is for these reasons staff are recommending a new education centre be constructed on the site of the current administrative centre, subject to the required approvals.

*Respectfully submitted,*

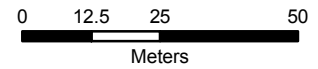
*Stuart Miller  
Director of Education*







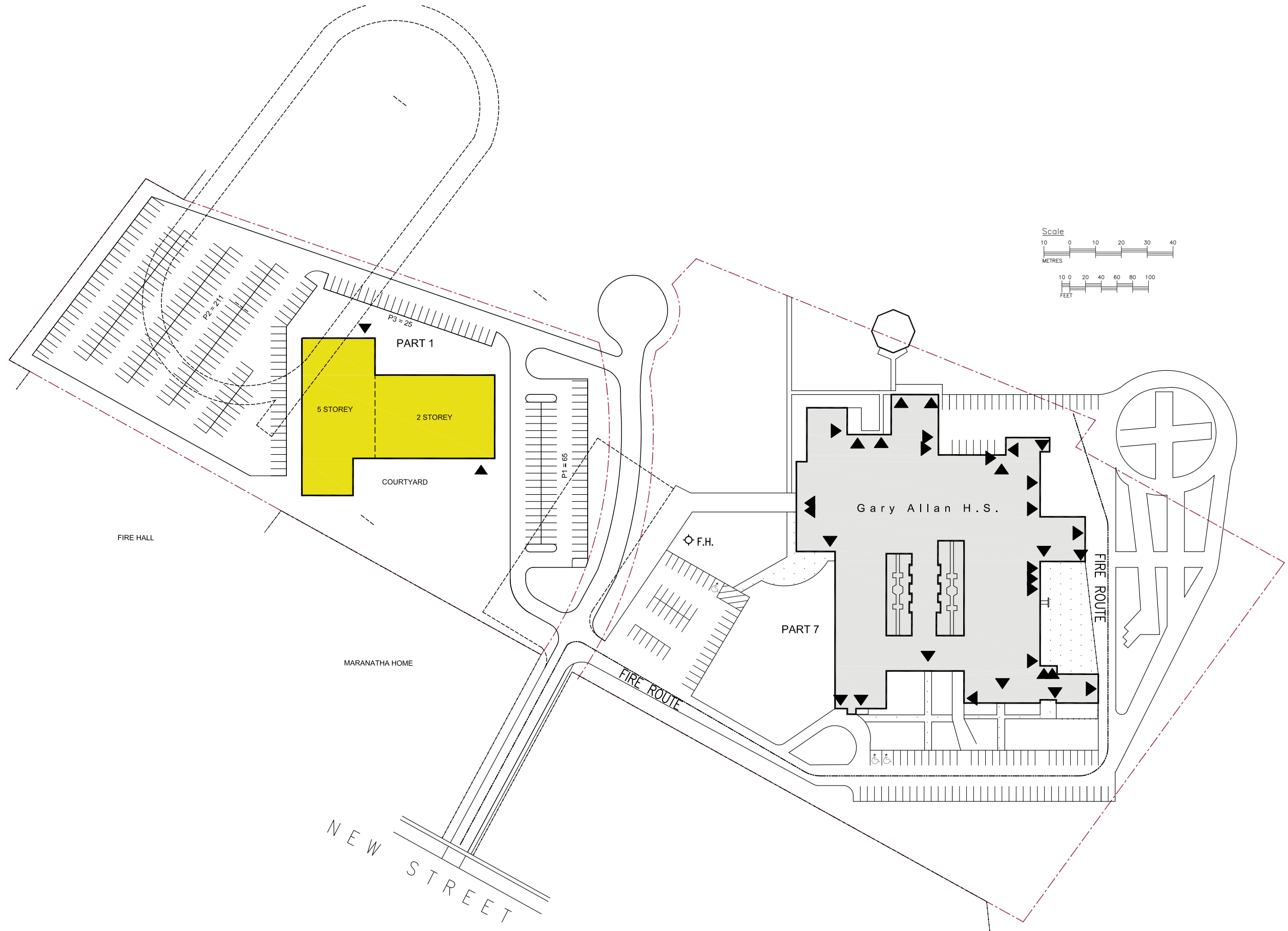
**JWS**



The current street network was provided by the Regional Municipality of Halton and the Region assumes no responsibility or liability for its use or accuracy.

Proposed roads are subject to change.

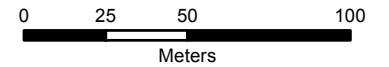
It is the intention of the HDSB to provide up-to-date and accurate information, and reasonable efforts have been made by the HDSB to verify the information, however a degree of error or change is inherent. This information is distributed "as is" without warranty. HDSB assume no legal liability or responsibility for the accuracy, completeness, or usefulness of any information. If you require additional information please contact the Planning Department at 905-335-3663.







## Gary Allan Burlington Site



The current street network was provided by the Regional Municipality of Halton and the Region assumes no responsibility or liability for its use or accuracy.

Proposed roads are subject to change.

It is the intention of the HDSB to provide up-to-date and accurate information, and reasonable efforts have been made by the HDSB to verify the information, however a degree of error or change is inherent. This information is distributed "as is" without warranty. HDSB assume no legal liability or responsibility for the accuracy, completeness, or usefulness of any information. If you require additional information please contact the Planning Department at 905-335-3663.



# Halton District School Board

---

**Report Number:** 18067

**Date:** March 27, 2018

**FOR DECISION**

**TO:** The Chair and Members of the Halton District School Board

**FROM:** David Boag, Associate Director  
Stuart Miller, Director of Education

**RE:** **Operational Plan 2018-19**

---

## **Warrant**

Ontario's school boards are required by legislation to develop and have in place a multiyear plan for three or more years. According to Section 169(1) of the Ontario Education Act, multi-year plans must be aimed at achieving the following goals:

- promoting student achievement and well-being
- ensuring effective stewardship of the Board's resources
- delivering effective and appropriate education programs to its pupils

The plan must cover three or more years with annual reviews of progress and opportunities to update the plan. This report provides an overview of the Operational Plan for the 2018-19 school year.

---

## **RECOMMENDATION:**

***Be it resolved that the Halton District School Board approve the Operational Plan for 2018-19, as outlined in Report 18067.***

---

## **Background:**

The Multi-Year Plan Mission, Vision, Values and Goals were approved by the Board of Trustees on June 15, 2016 (Report 16102). Each year, an Operational Plan is developed that provides key suggested strategies to support the attainment of goals outlined in the Multi-Year Plan.

The Operational Plan is typically developed using the previous year's plan as a starting point. The report presented earlier in March (Report 18044) showcased the 2017-18 strategies and successes. This report featuring the 2018-19 Operational Plan builds on those initiatives, and indicates if strategies have been completed, or will be discontinued or significantly changed.

The timing of this report changed last year as per the Board Planning and Preparation Schedule administrative procedure. This March report is presented to trustees as an initial draft of the Operational Plan. Changes resulting from decisions made during the development of the 2018-2019 budget will be reflected in the final report presented to the Board in June.

*Respectfully submitted,*

*David Boag  
Associate Director*

*Stuart Miller  
Director of Education*





	reporting being intellectually engaged will increase by 5%	<ul style="list-style-type: none"> <li>Applied Institutes, PD, learning menus, and <del>super</del> field trips will focus on real world connections: experiential learning &amp; outdoor education</li> <li>teachers of Applied courses will explore flexible learning spaces and innovative practices</li> <li>administrators will participate in principal learning teams (e.g., knowledge building)</li> <li>staff will be offered Information and Communication Technology (ICT) Lead Learner workshops and Technology Enabled Teaching &amp; Learning sessions</li> </ul>	
<b>Every student will be supported by evidence-based instructional strategies, resources and interventions differentiated to their strengths and needs.</b>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>the gap in achievement will be narrowed by 25% for students with special education needs in all EQAO assessments</li> <li>the proportion of students reporting “the teacher knows me as a learner” will increase by 10%</li> <li>the proportion of students reporting “knowing themselves as learners” will increase by 10%</li> </ul>	<ul style="list-style-type: none"> <li>all students from Kindergarten to age 21 will use student profile and pathway planning tools to better understand themselves as learners</li> <li><del>system-wide “Learn, Grow, Succeed Three” monitoring strategy</del></li> <li>all elementary and secondary teachers will learn how to use All About Me and MyBlueprint in their classroom</li> <li>professional development in supporting students with Learning Disabilities, Assistive Technology training and collaborative inquiries to support students with Learning Disabilities in mathematics and strategies to support continued implementation of the Employability Skills Certificate and Community Skills Certificate</li> <li>Innovation and Technology Symposiums will be offered to staff to increase their understanding and skills in teaching and learning with technology</li> <li>All staff will be trained in Behaviour Management Systems (<b>year three of training</b>)</li> <li>Collaborative Problem Solving and Restorative Practices training will be offered</li> <li>Welcome Centre services will be increased to include specific supports for newcomers with experiences of trauma, and limited or no prior schooling</li> </ul>	Zonneveld Salmini Hunt-Gibbons
<b>Every student will learn in an inclusive and caring environment that promotes their well-being.</b>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>the proportion of students reporting a sense of belonging will increase by 10%</li> <li>the proportion of students reporting “a sense of personal well-being” will increase by 10%</li> </ul>	<ul style="list-style-type: none"> <li>all schools will have a Healthy Schools Plan as per the Ontario Well-Being Strategy</li> <li>the OPHEA Healthy Schools certification will be offered to all schools</li> <li>schools will be invited to implement Mental Health modules, including Mentally Healthy Classrooms and Trauma Informed Classrooms</li> <li>inclusive design and Culturally Responsive and Relevant Pedagogy will be incorporated into teacher practice to ensure students see themselves reflected in their learning</li> <li>all staff will be provided with professional development on strategies to support student well-being, equity and inclusion (<b>e.g., Egale Training, Anti-Black Racism: Beyond Black History Month, Expanding Critical Consciousness, Islamophobia, Diverse Gender and Identities Training; Deep Diversity Book Study</b>)</li> <li>Close the Gap - facility projects include the learning environment for students</li> </ul>	Zonneveld Eatough <del>Pennyfather</del>
<b>Every student will learn in a respectful culture of high expectations that values</b>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>the proportion of students reporting they “feel safe at school” will increase by 5%</li> </ul>	<ul style="list-style-type: none"> <li>create <b>and sustain</b> Well-Being teams in all schools to holistically and proactively create inclusive teaching approaches to ensure positive mental health, safe and inclusive schools and equitable classroom approaches</li> <li>all students will be engaged in learning about First Nations, Métis, Inuit perspectives, histories, culture, traditions (e.g. additional supports for elementary and secondary implementation of curriculum enhancements in SS/HG/Gr 10 History)</li> </ul>	Zonneveld Podrebarac Eatough

<p><b>diversity, and will see themselves reflected in their learning.</b></p>		<ul style="list-style-type: none"> <li>● students will have opportunities to learn about and apply their understanding of world views and perspectives representative of a diversity of social identities and groups (e.g. Elementary &amp; Secondary GSA Conference, Self-Identified Indigenous Students)</li> <li>● Welcome Centre processes for initial transition of newcomer students and families into school with ongoing settlement and programming supports Grades 1-12 will be expanded (e.g., <b>ESL Innovation Project, continue to expand existing protocol for Link/Crew orientation for newcomers to Canada</b>)</li> </ul>	
---	--	--	--

## STAFF

MYP Goal 2016-2020	MYP Targets 2016-2020	Key Strategies for 2018-2019	Responsibility
<p><b>All staff will contribute to collaborative and inclusive learning environments to enhance innovative practices and build a strong learning organization.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ the proportion of system leaders who report being “proficient” in the areas of performance management, progressive discipline and equitable recruitment practices will increase by 10%</li> <li>➤ 100% of central HDSB departments (academic and corporate) will create cross departmental teams that result in enhanced service to the system</li> </ul>	<ul style="list-style-type: none"> <li>● a training program will be <del>developed and</del> <b>continue to be</b> offered to staff on performance management, progressive discipline and equitable recruitment and selection</li> <li>● <del>baseline data will be collected using the new engagement tool</del></li> <li>● a cross departmental project team will <b>continue to enhance our practices regarding</b> <del>be developed to study</del> <b>enrolment projections, modifications and how this impacts staffing and budget.</b> Participants will include Planning, Facilities, School Operations, Human Resources and Financial Services</li> <li>● Secondary Program/Facilities will study significant program areas e.g. Tech, Arts (Music, Drama, Visual Art), Science, Physical Education and Family Studies to identify best practices in maintenance and operation.</li> <li>● Diverse collaborative teams will be created to examine innovative and ingenious approaches including: <ul style="list-style-type: none"> <li>○ <b>Create a shared culture of innovation which is to improve a process, product and/or understanding to improve student and staff learning with learning conditions and creativity</b></li> <li>○ Professional Learning Canvas for Innovation &amp; Ingenuity portfolio (includes ‘think tanks’, Online Meetups, Book Studies, social media networking, collaborative forum, ‘try it’ launches)</li> <li>○ <del>#Observemechallenge time release for staff learning visits to observe innovation in action</del></li> </ul> </li> </ul>	<p>McFadden</p> <p>Boag McFadden</p> <p>Hunt-Gibbons Cullen</p> <p>Newton</p>

		<ul style="list-style-type: none"> <li>○ Positive Learning Spaces for school communities (alternative furniture, learning zones, out of the box environments)</li> <li>○ The SHIFT is Halton’s <b>brand including a</b> podcast &amp; blog demonstrated open space for sharing innovative practices</li> <li>○ investigating community partnerships that support innovative practices (coordinator/consultant)</li> </ul>	
<p><b>All staff will use data to inform actions, validate decision-making and allocate resources.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ the proportion of HDSB staff reporting human resources practices to be effective and responsive to their needs will increase by 10%</li> <li>➤ 100% of HDSB teachers will use Individual Education Plans and/or Student Profile tools to individualize assessment and instruction of students</li> <li>➤ 90% of all funds received through schools will be collected through a Board approved online system</li> </ul>	<ul style="list-style-type: none"> <li>● <del>all HDSB employees will have the opportunity to evaluate the responsiveness and effectiveness and customer service of HR using a survey to be developed using the new engagement tool</del> <b>using the Have Your Say Survey platform. This will allow us to evaluate the impact of measures taken in response to the first, baseline evaluation of these issues.</b></li> <li>● <del>Develop and implement a response plan</del> <b>Continue to improve HR practices based on feedback from the staff stakeholder engagement Have Your Say feedback</b></li> <li>● <del>IEP Review will be conducted to determine more effective and efficient ways to develop, communicate and implement IEPs</del></li> <li>● <b>the focus of IEP work will be in alternate program and alternative curriculum to identify and implement more effective ways to develop, communicate and implement goals and teaching strategies that fall outside of the Ontario curriculum</b></li> <li>● assess current practices in order to identify opportunities to increase the functionality and usage of cashless system</li> <li>● enhance marketing and promotion of the benefits of using an online payment system and ensure staff are provided with appropriate training and on-going support</li> </ul>	<p>McFadden</p> <p>Zonneveld</p> <p>Veerman</p>
<p><b>All staff will engage in learning, and model a culture of equity and inclusion in support of student well-being.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ 100% of staff will be provided with learning opportunities and resources to build awareness to sustain a culture of equity and inclusion</li> <li>➤ positive learning climate in elementary schools will increase by 8% as reported by students</li> </ul>	<ul style="list-style-type: none"> <li>● <del>all Human Resources materials will be reviewed for compliance with the government’s inclusivity initiatives targeting gender identification information</del></li> <li>● professional learning and networking opportunities will be provided to support schools in the implementation of the Equity Action Plan strategies, as aligned to the HDSB MYP 2016-2020</li> <li>● professional learning and networking opportunities for all school and system-based administrators, new teachers, and teacher leads related to faith accommodations, <del>gender identity and gender</del> diverse genders and sexualities</li> <li>● professional learning provided to school and system administrators about Truth and Reconciliation to assist with leading this learning with staff and students at the school level</li> <li>● engage staff who identify as Indigenous to help inform and deliver upon initiatives related to First Nation, Métis and Inuit Education, including Indigenous Education Advisory Committee</li> <li>● implement Positive Learning Climate Steering Committee’s training plan <del>by offering summer institutes and implementing NTIP PD opportunities on positive classroom management techniques</del> for selected elementary teaching staff in the Fall of 2018</li> </ul>	<p>McFadden Eatough</p> <p>Podrebarac</p>

## SYSTEM

MYP Goal 2016-2020	MYP Targets 2016-2020	Key Strategies for 2018-2019	Responsibility
<p><b>We will engage stakeholders using strategies to build relationships and enhance confidence in our public education system.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ 100% of stakeholders will have the opportunity to provide feedback to the HDSB using a new community engagement process/tool</li> </ul>	<ul style="list-style-type: none"> <li>● <del>design a comprehensive stakeholder engagement tool with the support of HDSB Research Department</del></li> <li>● <b>further</b> implement stakeholder engagement tool</li> <li>● consult and collaborate with community partners and service providers to inform and shape our direction for continuous improvement</li> <li>● <b>provide parent/guardian surveys in top 5 languages spoken (other than English)</b></li> <li>● <b>share HDSB's Have Your Say results with respective stakeholders</b></li> </ul>	<p>Boag Blackwell</p>
<p><b>We will provide and maintain facilities that are safe, accessible and engaging learning environments.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ the accessibility of HDSB schools will increase by 15%</li> <li>➤ the HDSB will achieve a minimum overall average utilization rate of 90% of the total capacity for schools by panel in each municipality</li> </ul>	<ul style="list-style-type: none"> <li>● update Accessibility for Ontarians with Disabilities Act (AODA) compliance inventory and prioritize projects.</li> <li>● Phase 1 &amp; 2 of 'Close the Gap' facility enhancements to include AODA items.</li> <li>● monitor enrolments annually through the Long Term Accommodation Plan (LTAP) and undertake school boundary reviews and/or Program and Accommodation Reviews in order to maximize utilization of school facilities.</li> </ul>	<p>Eatough Boag  Boag Veerman</p>
<p><b>We will optimize resources and technology through innovative and creative opportunities and partnerships.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ 100% of learning environments will be "technology enabled"</li> <li>➤ the HDSB will review the condition of all schools and upgrade facilities to provide equity of opportunity for students</li> <li>➤ the HDSB will experience a 5% increase in our formal community partnerships</li> </ul>	<ul style="list-style-type: none"> <li>● ensure connectivity is accessible in all of our buildings</li> <li>● schools will have the necessary equipment to enhance learning for staff and students</li> <li>● schools will receive instruction on safe use of technology and digital citizenship</li> <li>● consultant review of school conditions to determine a baseline for use in the Close the Gap and Renewal priority setting.</li> <li>● Conduct an audit of current community partnerships and communicate the availability of opportunities to Halton Leaders</li> <li>● continue to engage with community partners at the school and system level</li> <li>● Invite partnerships through local facility projects and new construction.</li> </ul>	<p>Truffen  Boag  Pennyfather Boag Veerman</p>
<p><b>We will advance a culture of respect for all students, staff, families and community.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ the proportion of staff who report HDSB as an inclusive, caring and respectful organization will increase by 10%</li> </ul>	<ul style="list-style-type: none"> <li>● respond to data collected from staff voice (survey, focus group, Human Resources statistics) with intentional strategies to increase opportunities and equity of outcomes as well as increase support toward improved levels of reporting sense of respect and inclusion for all staff.</li> </ul>	<p>McFadden</p>

		<ul style="list-style-type: none"> <li>● <b>The Respectful Workplace Steering Committee will review the results of the RW survey and develop an action plan to address gaps in knowledge, training and understanding of workplace harassment, discrimination and disrespectful behaviours.</b></li> <li>● engage newcomer parents/guardians through volunteer opportunities at the Welcome Centre and support for school-based engagement and leadership opportunities</li> </ul>	Eatough
<p><b>We will use innovative approaches to student accommodation that reflect the changing needs within our communities.</b></p>	<p>By 2020,</p> <ul style="list-style-type: none"> <li>➤ the HDSB will develop and implement a collaborative process for designing innovative learning environments</li> <li>➤ the HDSB will review partnership opportunities to provide alternative student accommodation opportunities</li> </ul>	<ul style="list-style-type: none"> <li>● All renovated school facilities will have Innovation Team input into the scope and design prior to project undertaking</li> <li>● Enrollment projection process will be reviewed to help address the rapidly changing demographics of the board and Region.</li> <li>● Staff will review current partnerships and investigate new alternatives</li> </ul>	<p>Boag Newton</p> <p>Boag McFadden</p> <p>Hunt-Gibbons Veerman Boag</p>

# Halton District School Board

---

**Report Number: 18061**

**Date: March 28, 2018**

**FOR INFORMATION**

**TO:** The Chair and Members of the Halton District School Board

**FROM:** D. Boag, Associate Director

**RE: Rental Rates 2017-2018**

---

**Background:**

The Halton District School Board makes many of its school rooms available for community use through a rental permit process. The access and use of our schools is facilitated by the four municipalities who work with the Halton District School Board.

The Ministry of Education provides the Board with a grant specifically intended to reduce the cost of these rentals. The grant supports a reduction in rates which has ranged from 42% many years ago to 28% this year.

The Ministry grant is calculated on student enrolment, not directly related to the volume of rentals nor the actual cost of operating these spaces. Annually, operational costs are calculated and rental volumes are estimated on an annual basis. This information then determines the magnitude of the rental rate reduction made possible by the grant.

For 2017-2018 the Halton District School Board has been able to provide a 28% discount to the cost rate. This year we anticipate an in year balance of \$218,852 which will be applied to one-time expenses related to the community use needs.

The Halton District School Board and Halton Catholic District School Board for the previous two years have had different rental rates and discounts based on their Ministry grants and the extent to which facilities in each board are used. This year the rental rates for the two boards will again be different.

The new rates will take effect in September 2018 and are reflected in the table attached as Appendix 1. The Ministry grant to reduce the rentals will be maintained at 28%.

*Respectfully submitted,*

*D. Boag  
Associate Director*

*S. Miller  
Director of Education*

**Community Use of School Facility  
Facility Hourly Rental Rates: September 1, 2018 - August 31, 2019**

	<b>HDSB BASE RATE</b>	<b>* Municipal Reciprocal Agreement</b>	<b>Board Approved Educational Organizations and Regional Municipality of Halton</b>	<b>* Halton Registered Non-profit Charitable Community Groups</b>	<b>* Halton Registered Non-profit Religious Services</b>	<b>Other Halton Community Groups</b>	<b>Commercial and Non-Halton Organizations</b>
<b>ELEMENTARY</b>							
Classroom	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
Forum	\$ 15.34	\$ 11.04	\$ 15.34	\$ 27.61	\$ 35.28	\$ 38.35	\$ 76.70
Gymnasium - Single	\$ 24.93	\$ 17.95	\$ 24.93	\$ 44.88	\$ 57.34	\$ 62.33	\$ 124.65
Gymnasium - Double	\$ 38.35	\$ 27.61	\$ 38.35	\$ 69.03	\$ 88.21	\$ 95.88	\$ 191.75
Library (Special Request)	\$ 19.18	\$ 13.81	\$ 19.18	\$ 34.52	\$ 44.11	\$ 47.95	\$ 95.90
Meeting or Seminar Room	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
Parking Lot	\$ 23.01	\$ 16.57	\$ 23.01	\$ 41.42	\$ 52.93	\$ 57.53	\$ 115.05
Playground or Asphalt Area	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
Stage	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
<b>SECONDARY</b>							
Cafeteria	\$ 38.35	\$ 27.61	\$ 38.35	\$ 69.03	\$ 88.21	\$ 95.88	\$ 191.75
Classroom	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
Gymnasium - Single	\$ 26.85	\$ 19.33	\$ 26.85	\$ 48.31	\$ 61.76	\$ 67.13	\$ 134.25
Gymnasium - Double	\$ 55.61	\$ 40.04	\$ 55.61	\$ 100.10	\$ 127.91	\$ 139.03	\$ 278.05
Gymnasium - Triple	\$ 82.46	\$ 59.37	\$ 82.46	\$ 148.43	\$ 189.66	\$ 206.15	\$ 412.30
Lecture Hall	\$ 23.01	\$ 16.57	\$ 23.01	\$ 41.42	\$ 52.93	\$ 57.53	\$ 115.05
Library (Special Request)	\$ 19.18	\$ 13.81	\$ 19.18	\$ 34.52	\$ 44.11	\$ 47.95	\$ 95.90
Meeting or Seminar Room	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
Parking Lot	\$ 38.35	\$ 27.61	\$ 38.35	\$ 69.03	\$ 88.21	\$ 95.88	\$ 191.75
Stage	\$ 7.67	\$ 5.52	\$ 7.67	\$ 13.81	\$ 17.65	\$ 19.18	\$ 38.35
Fixed Seat Auditorium	\$ 114.92	\$ 82.74	\$ 114.92	\$ 206.86	\$ 264.32	\$ 287.30	\$ 574.60
Studio Theatre	\$ 76.62	\$ 55.17	\$ 76.62	\$ 137.92	\$ 176.23	\$ 191.55	\$ 383.10

<b>Child care Rates September 1, 2018 - August 31, 2019</b>		
<b>BEFORE/AFTER PROGRAM</b>	<b>2018-2019 Blended Rate</b>	<b>2018-2019 MTR Blended Rate</b>
Blended Monthly / Room	\$ 702.38	\$ 505.71
Half Program Monthly / Room	\$ 390.21	\$ 280.95
PA Day / Room	\$ 46.02	\$ 33.13
Early Dismissal / Room	n/a	n/a
Rate / Hour / Room	\$ 7.67	\$ 5.52

<b>Custodial Rates</b>			
<b>SATURDAY</b>		<b>SUNDAY</b>	
Open/Close	\$ 124.05	Open/Close	\$ 162.81
Hourly	\$ 41.35	Hourly	\$ 54.27

<b>NOTE:</b>
Asterix (*) denotes this rate is discounted through the Ministry of Education CUS grant.
Field rentals do not include access to school buildings.
Use of furniture/equipment not allowed unless noted.
Rental Rates subject to change.

# Halton District School Board

---

**Report Number: 18062**

Date: March 15, 2018

**FOR INFORMATION**

**TO:** The Chair and Members of the Halton District School Board

**FROM:** D. Boag, Associate Director  
S. Miller, Director of Education

**RE: ERA 118 (Oakville NE # 2 PS) Sketch Plan**

---

**Background:**

As part of the new pupil places identified in the 2015/2016 Long Term Accommodation Plan a new elementary school is planned for the City of Oakville. This school will be built in the Petgor Community and will be known as ERA 118 (Oakville NE #2 PS). The new school will have an OTG of 770 pupil places. Room details are attached.

The school site is in an area bounded by Post Road and Threshing Mill Blvd, Dundas Street to the south and Burnhamthorpe Road East to the North, a location map is attached. A proposed municipal park is intended to be located to the South of the school site. The Board holds legal title to this property. The Ministry of Education approved funding for this project March 13, 2018. The current schedule is to open this school in September 2019.

The Halton District School Board appointed the architectural firm of Hossack & Associates Architects Inc. (motion # M16-0132) to generate the design details needed for the project. Hossack is the architect of record for the new elementary school guidelines. Attached are the sketch plan drawings of the school.

At this stage site plan and building permits have not been submitted therefore modifications may be required to the site and design through the approval process.

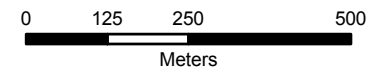
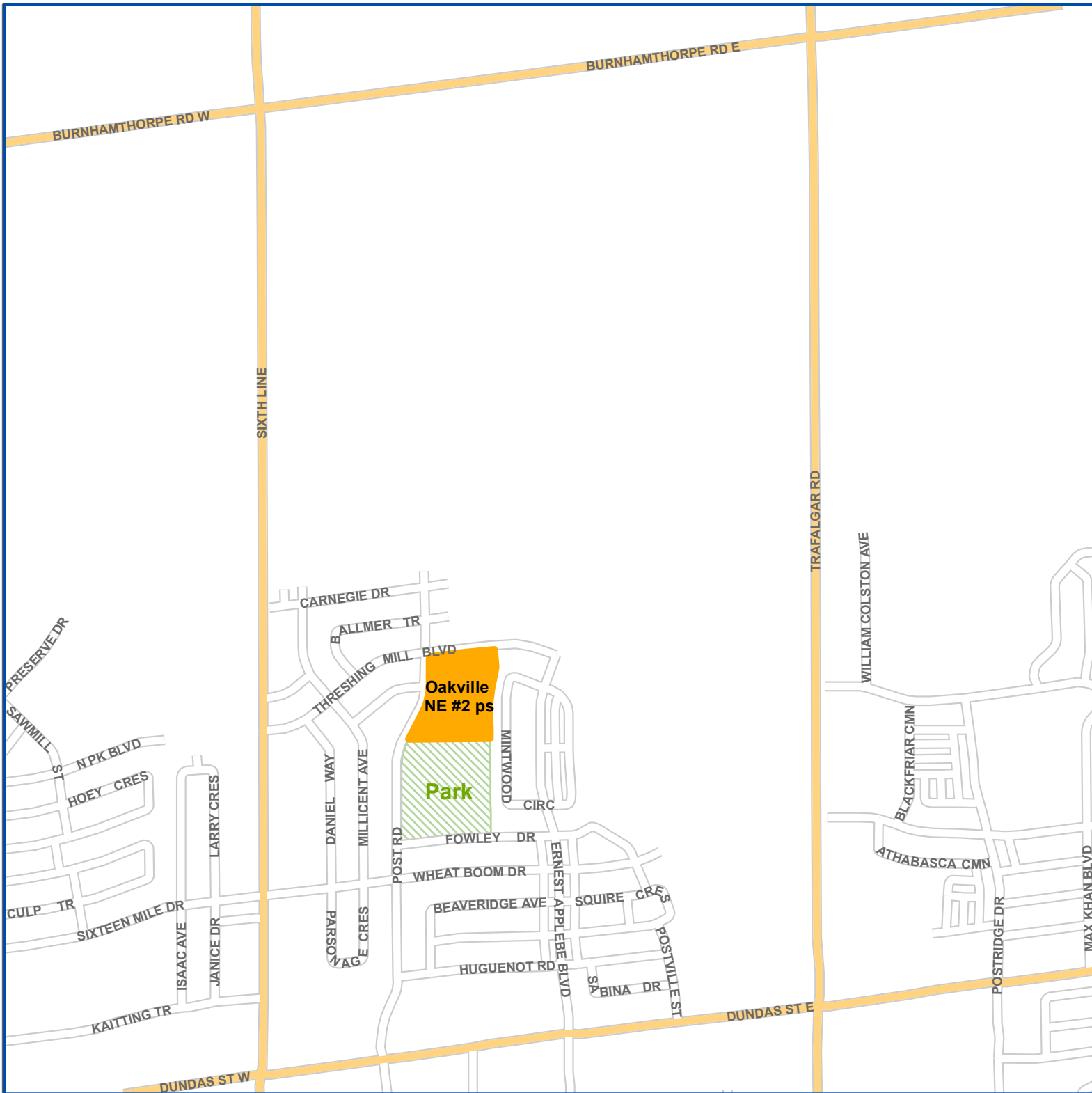
*Respectfully submitted,*

*D. Boag,  
Associate Director*

*S. Miller,  
Director of Education*



# Oakville NE # 2 ps



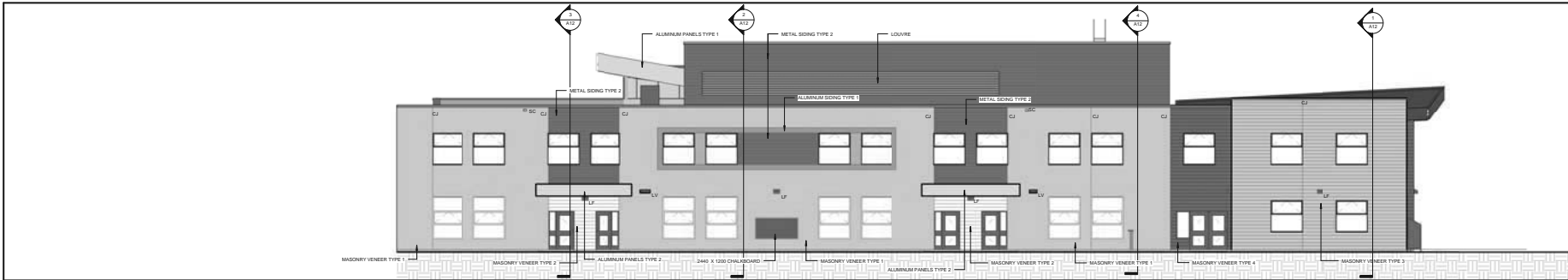
The current street network was provided by the Regional Municipality of Halton and the Region assumes no responsibility or liability for its use or accuracy.

Proposed roads are subject to change.

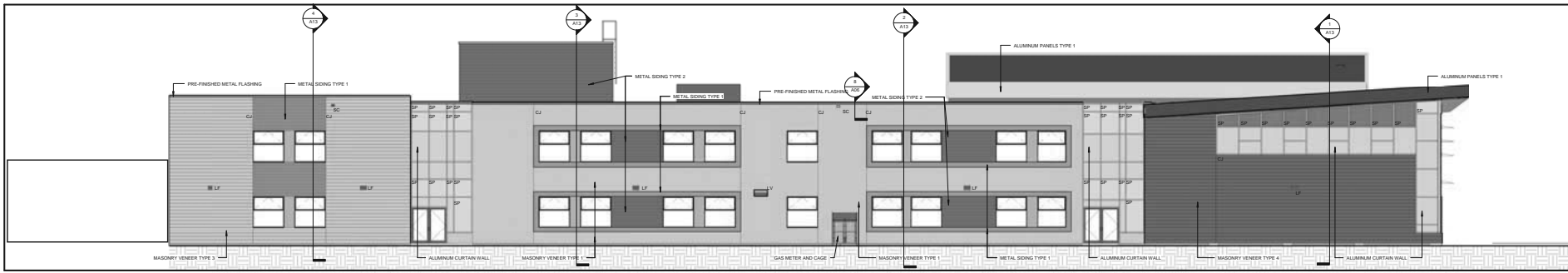
It is the intention of the HDSB to provide up-to-date and accurate information, and reasonable efforts have been made by the HDSB to verify the information, however a degree of error or change is inherent. This information is distributed "as is" without warranty. HDSB assume no legal liability or responsibility for the accuracy, completeness, or usefulness of any information. If you require additional information please contact the Planning Department at 905-335-3663.



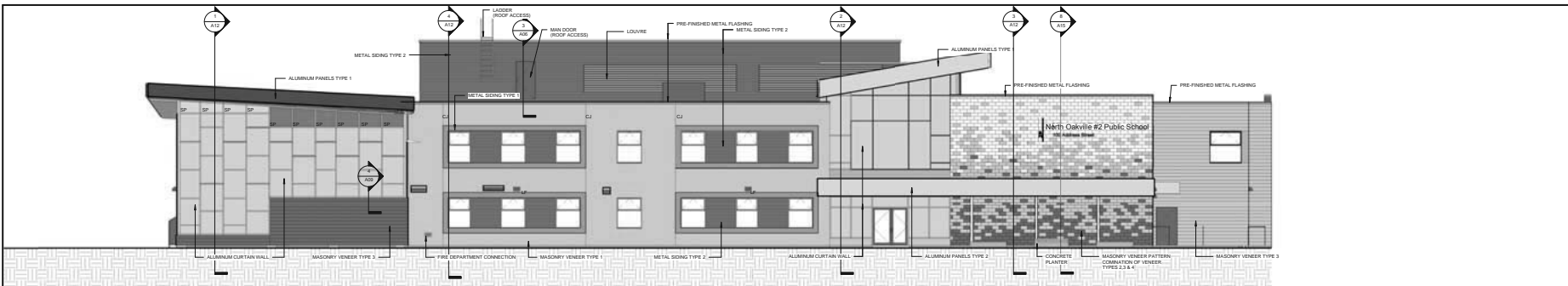
4 SOUTH ELEVATION  
SCALE: 1:100



3 EAST ELEVATION  
SCALE: 1:100



2 NORTH ELEVATION  
SCALE: 1:100



1 WEST ELEVATION  
SCALE: 1:100

MATERIAL LEGEND

- MASONRY VENER 1 (FIELD-TONE)
- MASONRY VENER 2 (ACCENT LIGHT GREY COLOUR)
- MASONRY VENER 3 (MEDIUM GREY COLOUR)
- MASONRY VENER 4 (ACCENT DARK GREY COLOUR)
- METAL SING 1 (WOOD LOOK)
- METAL SING 2 (MEDIUM GREY COLOUR)
- ALUMINUM PANEL 1 (CHAMPAGNE)
- ALUMINUM PANEL 2 (GREY SILVER)
- ALUMINUM PANEL 3 (GREEN)
- SP GRANULES PANEL
- CJ CONTROL JOINT
- LF LEFT PROFILE REFER TO ELEC. DWGS
- SC SCUPPER
- L.V LOUVER. REFER TO MECH. DWGS
- B.V BRICK VENT. REFER TO MECH. DWGS

NO	REVISION	DATE
2	ISSUED TO COST CONSULTANT	17 02 24
3	ISSUED FOR SPA CONSULTATION	17 03 17
4	ISSUED FOR SPA SUBMISSION	16 08 30
NO	ISSUED	DATE

DRAWINGS ARE NOT TO BE USED FOR CONSTRUCTION UNTIL CHECK AND VERIFY ALL DIMENSIONS AND CONDITIONS ON THE PROJECT AND RELEVANT LOCAL AND PROVINCIAL REGULATIONS. THE LOCALITY MUST BE CHECKED BEFORE PROCEEDING WITH THE WORK. THE USE OF THIS DRAWING OR PART THEREOF IS FORWARDED TO THE DESIGN APPROVAL BY THE CONSULTANT.

CERTIFICATE OF PRACTICE #4292  
**NORTH OAKVILLE #2 PUBLIC SCHOOL**  
POST ROAD AND THREESING MILL BLVD.  
NORTH OAKVILLE, ON

LEGAL DESCRIPTION

WILSON DISTRICT SCHOOLS BOARD  
EDUCATION CENTRE  
100 WILSON BLVD.  
SURLINGTON, ON L7R 3Z2  
TEL: (905) 335-9600  
FAX: (905) 335-9602

ELEVATIONS

**HOSSACK & ASSOCIATES ARCHITECTS**  
ARCHITECTS  
1111 DUNDAS ST. W. SUITE 200  
TORONTO, ONT. M6J 1K5  
TEL: (416) 593-8888  
FAX: (416) 593-8889

SCALE	1:100	PROJECT	16123
DATE	16 11 28		
DRAWN	BMC		
CHECKED	PL		
PRINT DATE	11/15/2017 12:28 PM		
REVIT FILE	11-15-2017-16123.rvt		





NORTH EAST OAKVILLE PUBLIC SCHOOL  
100 Address Street

ELEMENTARY SCHOOL SPACE TEMPLATE  
SAMPLE SCHOOL

School Board: Sample District School Board  
Grade Range: JK to 8  
Program: English, French or Dual Track  
School Name: Sample School

ELEMENTARY SCHOOL SPACE TEMPLATE  
North East Oakville #2 Public School

School Board: Halton District School Board  
Grade Range: JK to 8  
Program: English or Dual Track  
School Name: North East Oakville #2 Public School

FILE COPY

Table 17: Elementary Model Program Sheet			
Expected Enrolment:	770		
Total Number of required classrooms	33		

Instructional Space	#	Size		Floor Area		Load	OTG
		m <sup>2</sup>	ft <sup>2</sup>	m <sup>2</sup>	ft <sup>2</sup>		
Kindergarten	6	111	1,200	669	7,200	26	156
Classroom	25	70	750	1,742	18,750	23	575
Art Room	1	98	1,050	98	1,050	23	23
Science Room	1	98	1,050	98	1,050	23	23
Music Vocal		-	-	-	-	23	-
Computer Laboratory		-	-	-	-	23	-
Technical/Vocational		-	-	-	-	23	-
Special Education Area		-	-	-	-	9	-
Musical Instrumental		-	-	-	-	-	-
Resource Area - Loaded (400-699 sf)		-	-	-	-	12	-
Resource Area - Unloaded (<400 sf)		-	-	-	-	-	-
Gymnasium Area and Stage	1	715	7,700	715	7,700		
Change Rooms	2	37	400	74	800		
Library	1	358	3,850	358	3,850		
General Purpose		-	-	-	-		
Instructional Area Flexibility		-	-	537	5,775		

Total GFA and OTG of Instructional Area	4,290	46,175	777
---	-------	--------	-----

Operational Space	Per Pupil		Floor Area	
	m <sup>2</sup>	ft <sup>2</sup>	m <sup>2</sup>	ft <sup>2</sup>
General Office	0.29	3.1	149	1,600
Staff Room and Teacher Work Rooms	0.20	2.2	157	1,694
Kitchen			20	210
Custodial Areas	0.16	1.7	122	1,309
Meeting Room			21	230
Academic Storage	0.09	1.0	72	770
Washrooms	0.30	3.2	229	2,464
Gymnasium Storage			31	330
Chair Storage (in Gymnasium)			12	130
Mechanical Spaces	0.54	5.77	413	4,443

Total Operational Area	1,224	13,180
Total Instructional (from above)	4,290	46,175
Total Operational and Instructional	5,514	59,355

Gross Up Added	38%	2,095	22,555
Gross Floor Area		7,610	81,910

Area per Pupil for 770 pupils:	9.88	106.4
--------------------------------	------	-------

Community Use Rooms	m <sup>2</sup>	ft <sup>2</sup>
Child Care	-	-
Early Years Hub	-	-
Community Use	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Total Community Use Rooms Area	-	-

Total Square Feet	7,610	81,910
-------------------	-------	--------

Instructional Space	#	Size		Floor Area		Load	OTG
		m <sup>2</sup>	ft <sup>2</sup>	m <sup>2</sup>	ft <sup>2</sup>		
Kindergarten	6	115	1,250	929	10,000	26	208
Classroom	20	73	790	1,468	15,800	23	460
Art Room	1	119	1,280	119	1,280	23	23
Science Room	1	116	1,245	116	1,245	23	23
Music Vocal		-	-	-	-	23	-
Computer Laboratory		65	700	-	-	23	-
Technical/Vocational	1	112	1,205	112	1,205	23	23
Special Education Area	1	84	900	84	900	9	9
Musical Instrumental	1	144	1,550	144	1,550	-	-
Resource Area - Loaded (400-699 sf)	2	51	550	102	1,100	12	24
Resource Area - Unloaded (<400 sf)	4	26	275	102	1,100	-	-
Gymnasium Area and Stage	1	540	5,815	540	5,815	-	-
Change Rooms	2	35	380	71	760	-	-
Library	1	209	2,250	209	2,250	-	-
General Purpose		-	-	-	-	-	-

Total GFA and OTG of Instructional Area	3,995	43,005	770
---	-------	--------	-----

Operational Space	Per Pupil		Floor Area	
	m <sup>2</sup>	ft <sup>2</sup>	m <sup>2</sup>	ft <sup>2</sup>
General Office			145	1,556
Staff Room and Teacher Work Rooms			160	1,728
Kitchen			37	400
Custodial Areas			83	895
Meeting Room			15	162
Academic Storage			54	576
Washrooms			291	3,134
Gymnasium Storage			40	433
Chair Storage (in Gymnasium)			41	439
Mechanical Spaces			421	4,535

Total Operational Area	1,287	13,858	105%
Total Instructional (from above)	3,995	43,005	93%
Total Operational and Instructional	5,283	56,863	96%

Gross Up Added	36.1%	1,907	20,527
Gross Floor Area		7,190	77,390

Area per Pupil	9.34	100.51	94%
----------------	------	--------	-----

Community Use Rooms	m <sup>2</sup>	ft <sup>2</sup>
Child Care	776	8,350
Early Years Hub	-	-
Community Use	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Other (please identify)	-	-
Total Community Use Rooms Area	776	8,350

Total Square Feet	7,965	85,740
-------------------	-------	--------

OK *[Signature]*  
March 2nd, 18  
*[Signature]*

# Halton District School Board

---

**Report Number: 18063**  
Date: March 26, 2018

**FOR INFORMATION**

**TO:** The Chair and Members of the Halton District School Board

**FROM:** D. Boag, Associate Director  
S. Miller, Director of Education

**RE: Nelson High School Sketch Plan; PAR Implementation Design Process**

**Background:**

Further to and in accordance with the results of the Program and Accommodation Review (PAR) the decision to close Robert Bateman High School at the end of the school year (June 2020) will require renovations and additions at Nelson High School for program and student accommodation. Through the renovations and additions, the OTG at Nelson HS will increase from 1353 to 1494 pupil places. Room details are attached.

The Halton District School Board appointed the architectural firm of Snyder Architects Inc. through motion # M17-0133, to generate the design details needed for the project. Attached are the sketch plan drawings of Nelson High School.

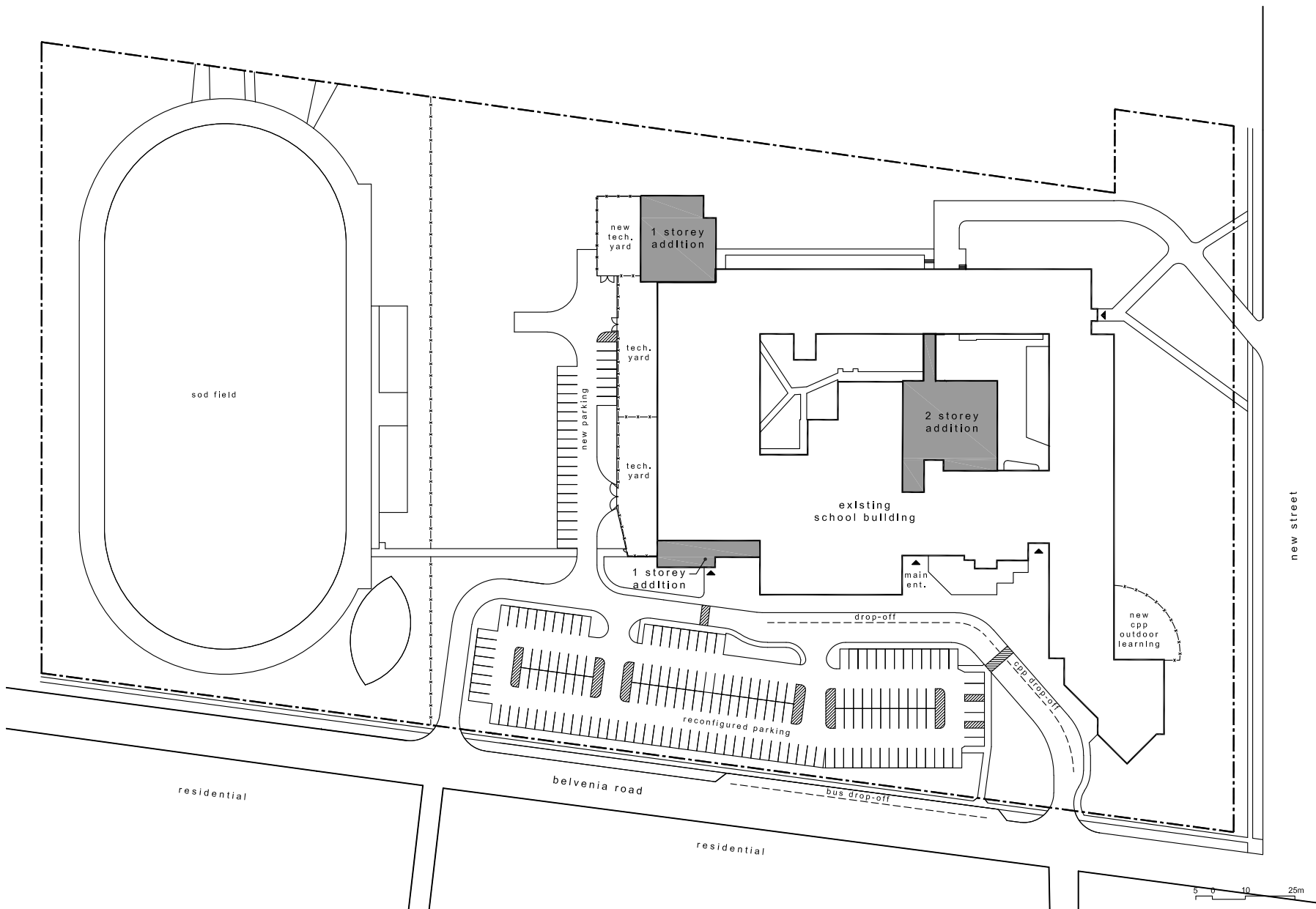
The proposed improvements at Nelson High School include additions and renovations to accommodate new programs, enlarge the cafeteria and move the library to a new space on the second floor. See the below table.

Pre Construction		Post Construction		Detail
Room #	Room Use	Room #	Room Use	Type of Project
144	Art Room	144	Technical/Vocational (Transportation)	Reno
no #	Theatre/Dramatic Arts	no #	cafeteria	Reno & Addition
1st floor	Library Resource Centre	1st floor	CPP1	Reno
			CPP2	Reno
			CPP3	Reno
			Technical/Vocational (Health Care)	Reno
140	Exercise Room	140	Technical/Vocational (Auto)	Reno
no #	Global Café	no #	Technical/Vocational (Hospitality)	Reno
102	Art Room	102	Special Ed	Reno
131	Broad-Based Technology	131	Technical/Vocational (Tech.Design)	Reno
131	Broad-Based Technology		Staff Workroom/Lounge	Reno
135	Broad-Based Technology	135	Technical/Vocational(Comm.Tech.)	Reno
135	Broad-Based Technology		Staff Workroom/Lounge	Reno
no #	gym office/storage etc.		Exercise/Weight	Reno
			library	Addition
			Staff Work Rm./Lounge	Addition
			Technical/Vocational (Manufacturing)	Addition
			Technical/Vocational (Design Tech.)	Addition
			Technical/Vocational (Comp.Tech.)	Addition
			Technical/Vocational(Cosmetology)	Addition

Through the municipal building permit and site plan approval process some modifications to these plans may result.

*Respectfully submitted*

*David Boag, Associate Director*  
*S. Miller, Director of Education*





# Halton District School Board

---

**Report Number: 18064**  
Date: March 26, 2018

**FOR INFORMATION**

**TO:** The Chair and Members of the Halton District School Board  
**FROM:** D. Boag, Associate Director  
 S. Miller, Director of Education  
**RE: M.M. Robinson High School Sketch Plan; PAR Implementation Design Process**

---

**Background:**

Further to and in accordance with the results of the Program and Accommodation Review (PAR) the decision to close Lester B. Pearson at the end of the school year (June 2018) will require renovations and additions at M.M. Robinson High School for program and student accommodation. Through the renovations and additions the OTG at M.M. Robinson HS will increase from 1392 pupil places to 1461 pupil places.

The Halton District School Board appointed the architectural firm of Snyder Architects Inc. through motion # M17-0133, to generate the design details needed for the project. Attached are the sketch plan drawings of the school. The proposed improvements at M.M. Robinson High School include a 6 classroom addition on the south side of the school. There will also be an addition on the north of the building for a new cafeteria allowing a new Food Services Program to use the cafeterias previous location. The Community Pathways Program area will receive a renovation. See the below table.

Pre Construction		Post Construction		Detail
Room Number	Room Use	Room Number	Room Use	Type of Project
no number	Cafeteria	no number	Cafeteria	Renovation & Addition
no number	Cafeteria	no number	Technical & Vocational (Hospitality program)	Renovation
217	Classroom	217/219	Special Ed.	Renovation & Merge
219	Classroom			
223	Computer Room	223	Special Ed	Renovation
225	Computer Room	225	Special Ed	Renovation
		new	Classroom	Addition
		new	Classroom	Addition
		new	Classroom	Addition
		new	Classroom	Addition
		new	Classroom	Addition
		new	Classroom	Addition

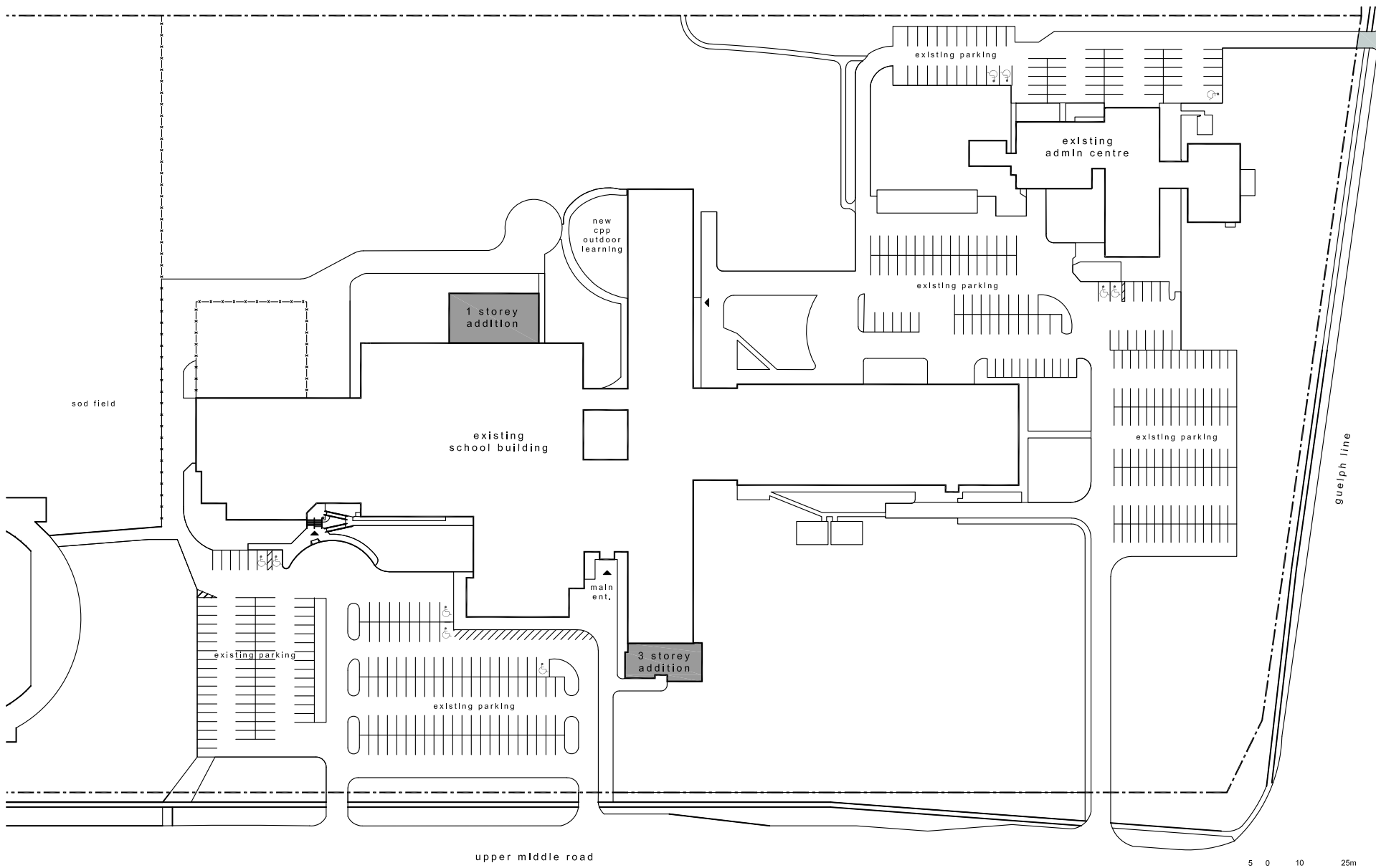
Through the municipal building permit and site plan approval process some modifications to these plans may result.

*Respectfully submitted*

*David Boag*  
Associate Director

*S. Miller,*  
Director of Education









# Halton District School Board

---

**Report Number: 18065**  
Date: March 28, 2018

**FOR INFORMATION**

**TO:** The Chair and Members of the Halton District School Board  
**FROM:** M. Zonneveld, Superintendent of Education, Student Services  
Stuart Miller, Director of Education  
**RE: Burlington Secondary School Gifted Location(s)**

---

## **Background**

Given the approved recommendations of the Burlington Program and Accommodation Review (PAR) for secondary schools in Burlington (June, 2017), a further examination of program location for secondary gifted placement included a review of:

- enrolments, projections, and accommodation;
- the results and analyses of a survey provided to all Burlington parents/guardians of students with a gifted identification in grades 1 – 12+; and
- program equity and opportunity (e.g., two composite schools in Burlington).

In October, 2017, parents/guardians of grade 1 - 12 students with a gifted identification completed a survey regarding location of program.

Currently in Burlington, students identified as Gifted and selecting the secondary gifted placement attend Nelson H.S. Annually, the Halton District School Board (HDSB) reviews the placement of special education programs through the lens of viability and system need in support of students with special education needs.

## **Information Summary**

There will be two Burlington locations for secondary gifted placement effective September 2020. The programs will be located at Nelson H.S. (for students living south of the 403/QEW) and M.M. Robinson H.S. (for students living north of the 403/QEW).

## **Considerations**

### *Program Location:*

The Board endeavors to provide all special education programs within each geographic area of the Board (i.e., Halton Hills, Milton, Burlington and Oakville). This ensures students can access the programs they need while only being transported for a reasonable period of time. It also keeps students close to home so parents/guardians can more easily partner with the school, students can more conveniently attend appointments outside the school, community agencies and programs are more accessible, community partnerships can flourish, and students have integration opportunities within their home communities.

The Board regularly evaluates the need for self-contained classes and other programs in each area and opens, moves or closes these classes and programs based on demand and student location, as per the [Self-Contained Classes Administrative Procedure](#). The locations of gifted secondary placement in schools north and south of the 403/QEW will make this program more accessible to all students who require this programming in Burlington (refer to Appendices A and B). In the October, 2017 survey regarding program location, access to program close to home is a factor in the decision of placement for families (refer to Appendix C).

In the HDSB Special Education Review Key Findings (March, 2017) the report states from 2012 to 2016, students in special education increased at more than double the rate of total HDSB enrolment (15% vs. 6%). Gifted increased by 32%. The growth of special education, specifically students with a gifted identification is expected to continue to increase at a rate greater than that of enrolment.

# Halton District School Board

---

## *Transportation:*

The provision of transportation allows students with special education needs to attend the program that best meets their needs within their geographic area in Halton. Every effort is made to minimize transportation times within the resources of the Board so students get to and from school quickly and safely. When students transition to another school transportation routes and times are adjusted accordingly. Typically, the more locations available in each area the shorter the transportation time for the students. With the option of two sites in Burlington, transportation times will be reduced and reasonable for all students who require access to this programming in Burlington.

## *Program and Instruction:*

Students with special needs receive support so they can attend regular classes in their home schools. The Board also provides a variety of special education programs across all geographic areas of the Board. Programs for students with special needs are designed to meet the needs of groups of students with specific learning profiles. Individual Education Plans (IEPs) are developed for each student to ensure appropriate goals are in place, with accommodations and modifications provided as needed. Curriculum and instruction is differentiated and individualized for each specific student. With two fully composite schools at Nelson H.S. and M.M. Robinson H.S., students who opt for the Secondary Gifted Placement will attend their designated school. Students choosing to remain at a Burlington secondary school and not opt for a gifted placement will receive accommodations and/or support as identified in the IEP at their home school.

As per our Board practice, a limited number of highly able students from Nelson H.S. and/or M.M. Robinson H.S. will be eligible where space permits in classes. Gifted/enhanced classes follow the same curriculum as academic/university level courses and are assessed and evaluated the same way. They differ in the depth and breadth of the subject covered as well as in the pacing.

## *Staff Training:*

Highly trained, competent and compassionate staff are essential in the service of all students with special education needs. The Board ensures staff have the qualifications and experience necessary to work with students with a variety of special education needs. Training is provided on a regular basis in a variety of areas, including but not limited to, knowledge of specific exceptionalities, understanding student profiles, development of IEPs, research based instructional strategies, effective use of equipment and technology, maintaining student safety, personal care, and effective behaviour management. Staff training is provided to all staff in all schools based on staff and student learning needs. With the addition of a gifted program at M. M. Robinson H.S., training and resource personnel support will be provided for staff new to teaching gifted courses.

## *Resources:*

Students with special needs benefit from specialized resources to help them access the curriculum. These resources can include personalized equipment, assistive technology, manipulative items, safety and mobility devices, classroom and program materials, personal care items, and individualized items for specific student needs. These resources are provided through the Board budget, and are updated and replaced as needed. Both schools will have the necessary resources and materials to provide high quality programming to students in Gifted courses.

## *Transitions:*

All students undergo various transitions during their time in school. Those transitions can occur during each school day and week, between terms and semesters, between primary and middle school, and between elementary and high school. Each transition is planned in order to meet the needs of the individual student and to ensure the transition occurs as smoothly as possible.

For some students with special needs transitions can be more difficult and require more time for adjustments to occur. Thorough planning and execution involving students, parents/guardians, staff and community agencies can help ensure transitions occur successfully.

# Halton District School Board

---

Every school year self-contained classes and programs are opened, moved and closed to meet the accommodation needs of students with special needs in HDSB. These transitions occur successfully as schools and staff are well equipped to support these changes for students and families. Students in any placement will be able to visit the school to become oriented to the learning environments in preparation for the following school year. Students with special needs in regular courses will have transition plans developed to support their move to their new school settings.

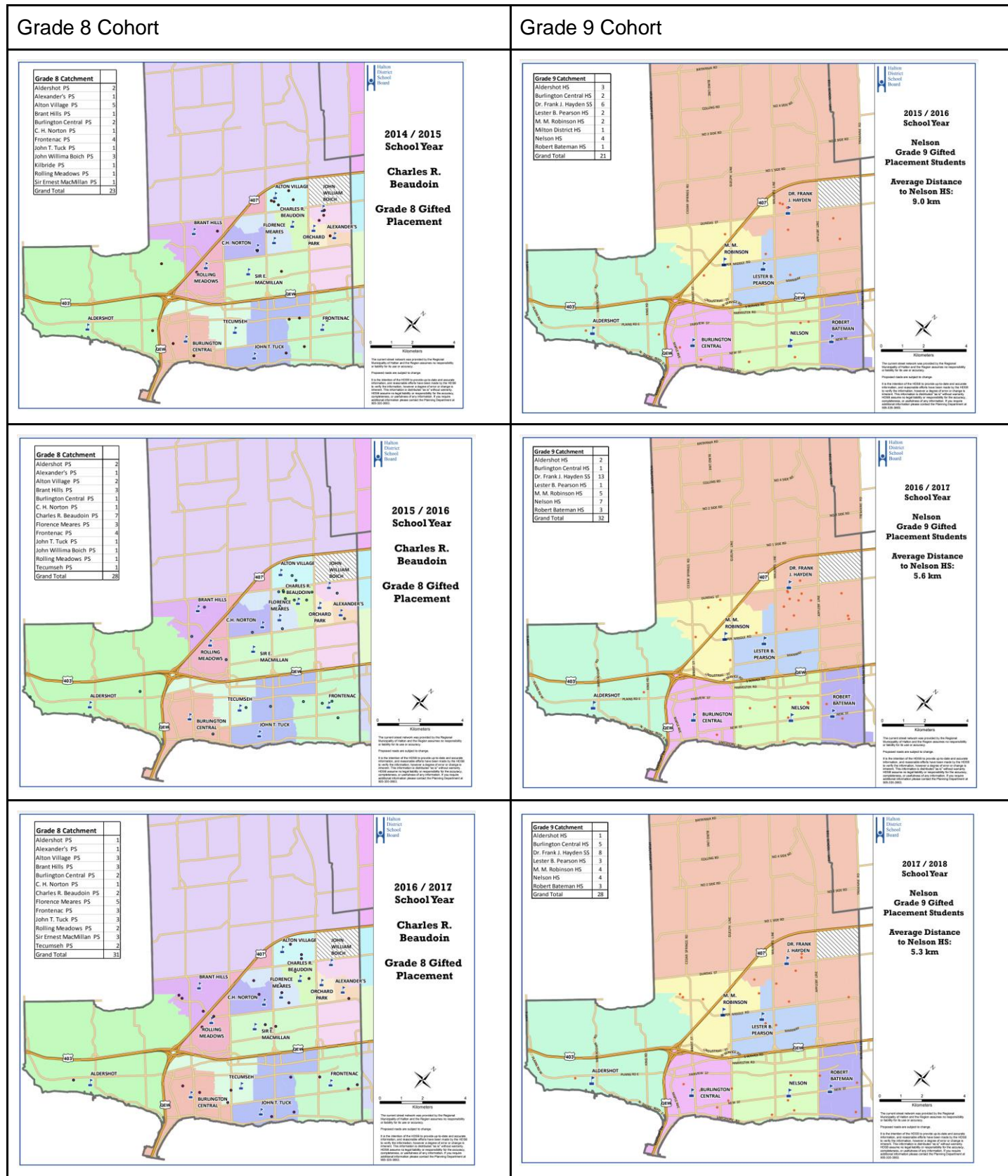
*Respectfully submitted,*

*M. Zonneveld,  
Superintendent of Education, Student Services*

*S. Miller  
Director of Education*

# Halton District School Board

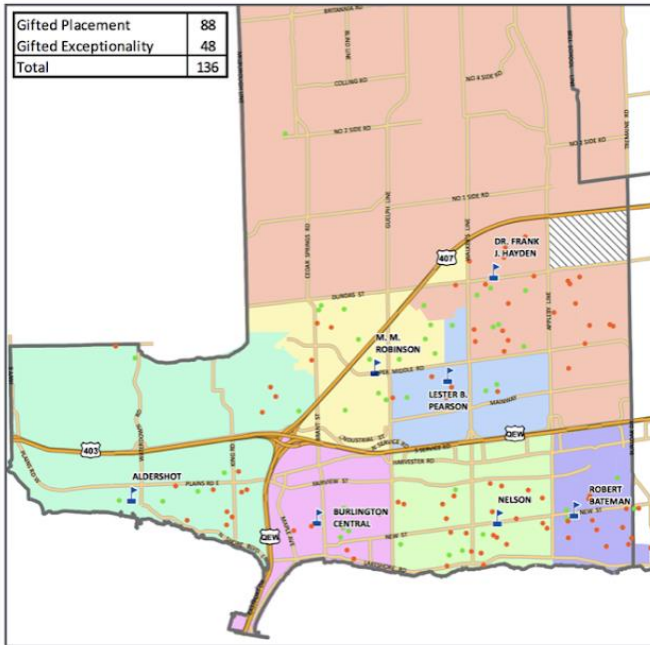
## Appendix A: Home Location for Students in Gifted Placement



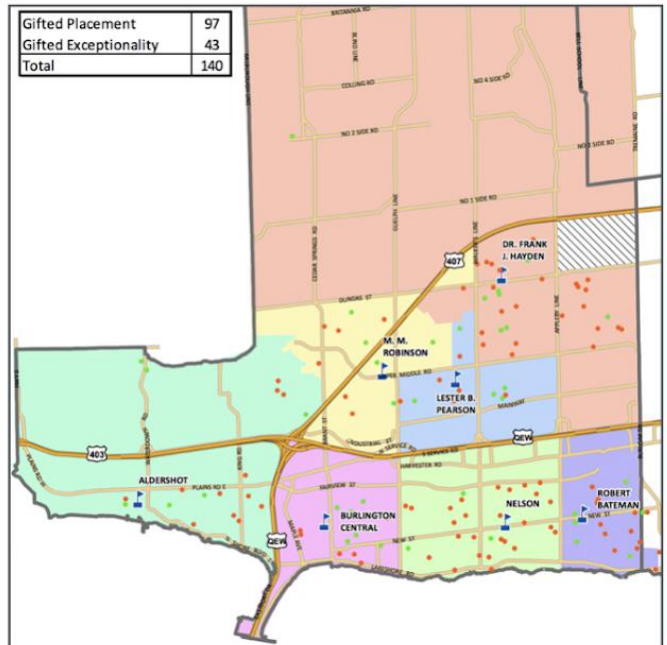


# Halton District School Board

## Appendix B: Distribution of Secondary Students (Grades 9-12) with Identification “Gifted” in Burlington

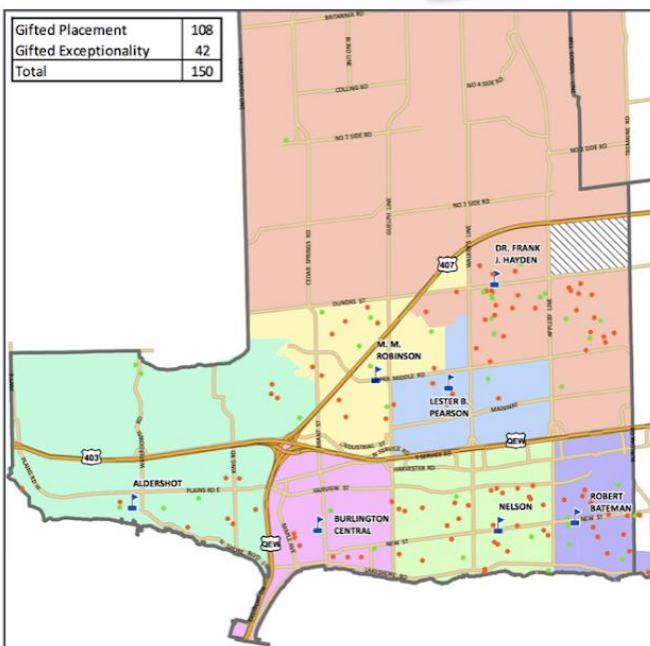


2014-2015

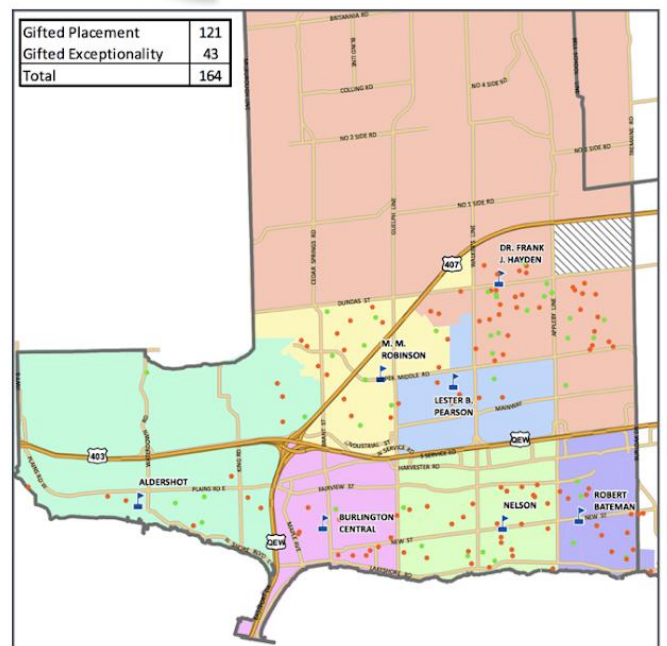


2015-2016

- Gifted Placement
- Gifted Exceptionality



2016-2017



2017-2018



# Halton District School Board

## Appendix C - October, 2017 Location Survey Results (Elementary n=220, Secondary n=81)

