



# **AGENDA**

## **Board Meeting**

**Wednesday, May 28, 2025**

**7:00 p.m. – Open Session**

**Hybrid Meeting**

**MS Teams and Board Room, Central Board Office**

Please note that all public sessions of Board Meetings are live-streamed and recordings are posted on the Peel District School Board website.

Members of the public can attend the public session of Board Meetings by watching the live-stream.

For additional details, including the live-stream link, visit [www.peelschools.org/trustees](http://www.peelschools.org/trustees).

# AGENDA

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## Open Session

**Wednesday, May 28, 2025**

- 1. Call to Order**
- 2. Motion to Convene in Closed Session – 6:00 p.m.**
- 3. National Anthem and Acknowledgement of Traditional Lands – 7:00 p.m.**
- 4. Approval of Agenda**
- 5. Declaration of Conflict of Interest**
- 6. Staff Recognition**
  - 6.1. Retirements
- 7. Board Chair's Announcements**
- 8. Reports from Trustees Appointed to External Organizations**
- 9. Approval of Minutes from Previous Board and Special Board Meetings**
  - 9.1. Minutes – Board Meeting – April 23, 2025
- 10. Committee Minutes for Receipt and Motions for Consideration**
  - 10.1. Minutes – Parent Involvement Committee – February 20, 2025
  - 10.2. Minutes – Special Education Advisory Committee – April 15, 2025
  - 10.3. Minutes – Physical Planning, Finance and Building Committee – May 7, 2025
  - 10.4. (a) Minutes – Curriculum, Equity and Well-Being Committee – May 13, 2025  
(b) Motions – Curriculum, Equity and Well-Being Committee – May 13, 2025
  - 10.5. (a) Minutes – Governance and Policy Committee – May 14, 2025  
(b) Motions – Governance and Policy Committee – May 14, 2025

# AGENDA

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## **11. Staff Reports**

11.1. Multi-Year Strategic Plan Progress Report 9.1: International Delegations and Taiwan Teach Abroad Program – Global Education in Action - *presented by Jaspal Gill/Bernadette Smith*

11.2. Multi-Year Strategic Plan in Action (*oral*) - *presented by Paul da Silva/Lisa Hart*

## **12. Communications**

## **13. Trustee Motions/Motions for Consideration**

13.1 Appointment of Trustees to the Ontario Public School Boards' Association (OPSBA)

## **14. Notice of Motion**

## **15. Adoption of the Closed Session Report**

## **16. PDSB Success Stories**

## **17. Adjournment**

## 6.1

**Board Meeting, May 28, 2025**

# Retirements

**Strategic Alignment:**

Plan for Student Success – Safe, positive, healthy climate/well-being

**Report Type:**

For Information

<i>Prepared by:</i>	Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity
<i>Submitted by:</i>	Rashmi Swarup, Director of Education

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## **Overview**

**Objective:**

To recognize retiring Peel District School Board staff.

**Context:**

Each month, staff who are or have recently retired are recognized.

## **Appendices**

Appendix 1 – Retirements

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*PEEL DISTRICT SCHOOL BOARD*

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Regular Meeting of the Board

May 28, 2025

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**RETIREMENTS**

ARNIOTIS, Jennifer  
Kingswood Drive Public School  
Classroom Teacher  
Effective: June 30, 2025

BALLANTYNE, Mandy  
Silver Creek Public School  
Classroom Teacher  
Effective: June 30, 2025

BEST, Lou-Ann  
Continuing & Adult Education  
Site Supervisor  
Effective: July 31, 2025

BILECKI, Gail  
Allan A. Martin Senior Public School  
Classroom Teacher  
Effective: June 27, 2025

BILZ, Pamela  
Janet I. McDougald Public School  
Classroom Teacher  
Effective: June 30, 2025

BOETTGER, Aileen  
Herb Campbell Public School  
Office Manager  
Effective: August 24, 2025

BOPARAI, Sawraj  
Special Education - Central  
Classroom Teacher  
Effective: June 30, 2025

BRYANT, Tammy  
Clark Boulevard Public School  
Classroom Teacher  
Effective: May 31, 2025

CAMPBELL, Kent  
Humberview Secondary School  
Classroom Teacher  
Effective: June 30, 2025

**RETIREMENTS**

CORONADO, Josephine  
Mount Royal Public School  
Custodian  
Effective: July 31, 2025

COULTER, Lori  
John Fraser Secondary School  
Office Assistant  
Effective: July 31, 2025

CRESSWELL, Andrew  
Equity, Indigenous Education and Community Engagement  
Classroom Teacher  
Effective: June 30, 2025

DA SILVA, Paula  
Alloa Public School  
Principal  
Effective: August 31, 2025

DATTA, Punam  
Russell D. Barber Public School  
Classroom Teacher  
Effective: June 30, 2025

DAWS, Melzena  
Russell D. Barber Public School  
Educational Assistant  
Effective: June 30, 2025

DHILLON, Gurnam  
Lincoln M. Alexander Secondary School  
Classroom Teacher  
Effective: June 30, 2025

DIANA, Ken  
Queenston Drive Public School  
Elementary Principal  
Effective: August 22, 2025

DOBOSZ, Linda  
West Credit Secondary School  
Educational Assistant Special Needs  
Effective: June 30, 2025

**RETIREMENTS**

ELLIOTT, Pauline  
Fletcher's Meadow Secondary School  
School Attendant  
Effective: May 27, 2025

FORTE, Anna  
Middlebury Public School  
Classroom Teacher  
Effective: June 30, 2025

FURTADO, Adelino  
Janet I. McDougald Public School  
Custodian  
Effective: May 30, 2025

GASTON, Robin  
Garthwood Park Public School  
Classroom Teacher  
Effective: May 31, 2025

GREENE, Tom  
Brampton Centennial Secondary School  
Classroom Teacher  
Effective: June 30, 2025

HOLMES, Elizabeth  
Huntington Ridge Public School  
Classroom Teacher  
Effective: June 30, 2025

HOLOWKA, Laurie  
Sheridan Park Public School  
Classroom Teacher  
Effective: June 30, 2025

IRVINE-MEDWECHUK, Lisa  
Middlebury Public School  
Classroom Teacher  
Effective: June 30, 2025

JARVIE, Barbara  
Malala Yousafzai Public School  
Educational Assistant  
Effective: June 30, 2025



**RETIREMENTS**

LEE, Kate

David Suzuki Secondary School

Classroom Teacher

Effective: June 27, 2025

LJUBICIC, Franjka

Sherwood Mills Public School

School Attendant

Effective: May 02, 2025

MACDOUGALL, Donald

Meadowvale Secondary School

Secondary Teacher English

Effective: June 30, 2025

MARINO, Krista

West Credit Secondary School

Educational Assistant Special Needs

Effective: June 30, 2025

MCCURDY-FAGAN, Marcia

Parkholme Secondary School

Secondary Principal

Effective: May 30, 2025

NESSIER, Violet

Kindree Public School

Teacher ESL Elementary

Effective: June 30, 2025

NOWAK, Lilly

Osprey Woods Public School

Custodian

Effective: June 30, 2025

OHORI, Tracey

Fallingdale Public School

Classroom Teacher

Effective: June 30, 2025

ROCCHETTI, Deborah

Thomas Street Middle School

Classroom Teacher

Effective: June 30, 2025

**RETIREMENTS**

RODRIGUES, Iris

Thorn Lodge Public School

Classroom Teacher

Effective: June 30, 2025

RUSSELL, John

Clarkson Secondary School

Classroom Teacher

Effective: June 30, 2025

SHORT, Brent

Judith Nyman Secondary School

Secondary Teacher Co-operative Education

Effective: June 30, 2025

SINGH, Balneet

Brandon Gate Public School

Principal

Effective: August 29, 2025

TOPOLSKA, Natalya

Thornwood Public School

Educational Assistant

Effective: June 30, 2025

VINCENT, Karen

Cawthra Park Secondary School

Office Manager

Effective: August 15, 2025

WEIDNER, Shelley

Briarwood Public School

Classroom Teacher

Effective: June 27, 2025

WONG, Shelley

Brampton Centennial Secondary School

Classroom Teacher

Effective: June 30, 2025

WOODHOUSE, Christina

Humberview Secondary School

Office Assistant

Effective: June 27, 2025

**RETIREMENTS**

WYELD, Jennifer  
Special Education - North  
Resource Teacher  
Effective: June 30, 2025

YETTER, Nada  
Port Credit Secondary School  
Educational Assistant  
Effective: June 27, 2025

## PEEL DISTRICT SCHOOL BOARD

Minutes of a Board Meeting of the Peel District School Board, held on Wednesday, April 23, 2025, at 18:15 hours. The hybrid meeting was held in the Board Room, H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario, and by electronic means.

### Members present:

David Green, Chair	Jeffrey Clark
Satpaul Singh Johal, Vice-Chair	LeeAnn Cole
Lucas Alves	Will Davies
Karla Bailey	Brad MacDonald
Susan Benjamin	Kathy McDonald
Stan Cameron	Jill Promoli

### Student Trustees:

Pradwit Thapa, Student Trustee North  
Justin Ko, Student Trustee South  
Austin Chrisjohn, Indigenous Student Trustee

### Administration:

Rashmi Swarup, Director of Education  
Harjit Aujla, Associate Director, School Improvement and Equity  
Paul da Silva, Associate Director, School Improvement and Equity  
Jaspal Gill, Chief Operating Officer and Associate Director, Operations and Equity of Access  
Tania Alatishe-Charles, Controller, Finance Support Services  
Alvin Au, Superintendent of Education  
Craig Caslick, Superintendent of Education  
Lara Chebaro, Superintendent, Curriculum and School Improvement  
Yonnette Dey, Superintendent of Education  
Donna Ford, Superintendent of Education  
Soni Gill, Superintendent of Education  
Atheia Grant, Superintendent of Equity, Indigenous Education and Community Engagement  
Leslie Grant, Superintendent of Education  
Lisa Hart, Superintendent of Education  
Rasulan Hoppie, Superintendent of Education  
Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity  
Lisa Leoni, Superintendent, Leadership Development and School Partnerships  
Luke Mahoney, Superintendent of Education  
Mark Marshall, Acting Chief Information Officer, Learning Technology Support Services  
Ozma Masood, Superintendent of Education  
Neerja Punjabi, Superintendent of Education  
Claudine Scuccato, Superintendent Special Education, Social Emotional Learning and Well-Being  
Bernadette Smith, Superintendent, Innovation and International Programs  
Michelle Stubbings, Superintendent, Safe and Caring Schools  
Mathew Thomas, Controller, Planning and Accommodation Support Services  
Thomas Tsung, Controller, Facilities and Environmental Support Services

## Administration: (Continued)

Jasmine Vorkapic, Governance Officer  
Kervin White, Superintendent of Education  
Mary Zammit, Superintendent of Education

Nicole Fernandes, Board Reporter

## 1. Call to Order

Chair David Green called the meeting to order at 18:15 hours.

## 2. Closed Session

Resolution No. 25-106 moved by Stan Cameron  
seconded by Will Davies

Resolved, that the Board move into Closed Session (18:15 hours).

..... carried

The meeting recessed at 19:07 hours and reconvened at 19:26 hours.

### 3. Acknowledgement of Traditional Lands and National Anthem

A video recital of the Acknowledgement of Traditional Lands and the National Anthem was viewed.

#### 4. Approval of Agenda

Speaking about procedural matters, Chair Green reminded trustees that they have five minutes to speak on a motion. He requested trustees to speak to staff prior to meetings if they have critical questions or concerns about any staff report, and indicate that the questions or concerns will be raised at the meeting. This will ensure comprehensive responses.

Resolution No. 25-107 moved by Stan Cameron  
seconded by Lucas Alves

Resolved, that the agenda be approved.

..... carried

## 5. Declaration of Conflict of Interest

There were no declarations of conflict of interest.

## 6. Staff Recognition: Retirements

Vice-Chair, Satpaul Singh Johal, recognized retiring staff for their hard work and dedication to Peel DSB. He wished them well in their retirement.

Resolution No. 25-108 moved by Jeffrey Clark  
seconded by Susan Benjamin

Resolved, that the following retirements be received:

Bonnie Adams	Brenda Gyorffy	Rod Milne
Kirsten Anthon	Agnese Haarmann	Carolyn Morton
Gurdeep Arneja	Brenda Hartley	Manuel Ocreto
Wendy Aube	Gail Hayes	Karen O'Dell
Jose Carlos Azevedo	Katarina Hlavnicka	Leann Oswald
Valerie Babington	Dianne Huff	Shahnaz Parveen
James Bayes	Michelina Jack	Yolanda Peter
Angela Blake	Julia Janetos-Bell	Mary Phillpott
Shavinder Brar	Harjit Kahlon	Judith Ramirez
Paul Bryan	Melanie Komar	Rajinder Saini
Kim Burroughs	Tracey Lai Thom	Camille Sherry
Preet Chatha	Lauren Lowe	Jagmeet Singh
Annemarie Chesher	Christine Lowes	Vasilko Trpevsk,
Kirk Dawson	Michelle Martindale	Robert Vucic
Tammy-Sue Dean	Margaret Mascoll-Sylvester	Denese Wallace
Martin Demanuele	David Matthews	Simone Weber
Barbara Fleming	Dennis Mcwhinney	Kenny Wong
Linda Ford	Carol Mee	Brian Zomer
Eric Gaebel	Rema Menon	Angela Zuccarelli
George Geniev	Kelly Mercer	Liana Zuidwyk
Diane Gianvito		

..... carried

## 7. Board Chair Announcements

Chair David Green thanked staff for their support and commitment to the Board. He expressed appreciation for the partnerships with third parties that provide Peel DSB students with access to varied educational and experiential opportunities. He spoke of the events he attended, and reported on discussions he had with parents to advise them about the process to address any concerns about their children's education. Chair Green advised that the appointments of Peel DSB trustees to the Ontario Public School Boards' Association will be made at the May 2025 Board Meeting.

Resolution No. 25-109 moved by Kathy McDonald  
seconded by Brad MacDonald

Resolved, that the report re Chair's Announcements (Oral), be received.

..... carried

## 8. Director's Report

Director of Education, Rashmi Swarup, highlighted the Board's ongoing commitment to student success through inclusion, innovation, and empowerment. She reported on the data-informed approach to support more precise, student-centered decision making, with schools receiving detailed data to enable them develop intentional, individualized strategies. This approach has guided the work of administering the Ontario Secondary School Literacy Test, and the Early Reading Screener, and the Level Up Credit Recovery initiatives. Director Swarup announced the launch of the Student Climate Action Committee which will engage student voices directly in shaping the Board's Climate Change Action Plan. Information was shared regarding the unique opportunity for 40 of the Board's top female scholars to participate in a special mentorship event and panel discussion at Massey College, University of Toronto. Director Swarup noted that Education Week will be celebrated during May 5 to 9, 2025, with the theme "Igniting Minds, Inspiring Futures". During the week, Awards of Distinction and Excellence will be presented, which recognize outstanding contributions and achievement across Peel DSB.

Resolution No. 25-110

moved by Jill Promoli  
seconded by Satpaul Singh Johal

Resolved, that the Director's Report (oral), be received.

..... carried

## 9. Reports from Trustees Appointed to External Organizations

Trustee Susan Benjamin reported that Lyndon King, Senior Manager, IT Operations, has been selected by the Volunteer Mississauga Brampton Caledon (VMBC), as the recipient of the Hazel McCallion Power of Giving Award. The award recognizes an individual's volunteer work in the community, and will be presented at the 10<sup>th</sup> anniversary V-Oscars Gala in June 2025. Trustee Benjamin commended Lyndon King on the numerous awards he has received for his long service to the community.

Resolution No. 25-111

moved by Stan Cameron  
seconded by Karla Bailey

Resolved, that the report from Trustees Appointed to External Organizations, be received.

..... carried

## 10. Minutes of the Board Meeting, March 26, 2025

Resolution No. 25-112

moved by Brad MacDonald  
seconded by Will Davies

Resolved, that the Minutes of the Board Meeting, held March 26, 2025, be approved.

..... carried

**11. Minutes of the Special Education Advisory Committee Meeting, March 18, 2025**

Resolution No. 25-113 moved by Lucas Alves  
seconded by Susan Benjamin

Resolved, that the Minutes of the Special Education Advisory Committee Meeting, held March 18, 2025, be received.

..... carried

## 12. Minutes of the Governance and Policy Committee Meeting, March 19, 2025

Resolution No. 25-114 moved by Brad MacDonald  
seconded by Lucas Alves

Resolved, that the Minutes of the Governance and Policy Committee Meeting, held March 19, 2025, be received.

..... carried

**13. Minutes of the Physical Planning, Finance and Building Committee Meeting, April 9, 2025**

Resolution No. 25-115 moved by Stan Cameron  
seconded by Will Davies

Resolved, that the Minutes of the Physical Planning, Finance and Building Committee Meeting, held April 9, 2025, be received.

..... carried

**14. Motions for Consideration: Physical Planning, Finance and Building Committee, April 9, 2025**

Resolution No. 25-116 moved by Jill Promoli  
seconded by Brad MacDonald

Resolved, that the following recommendation arising from a meeting of the Physical Planning, Finance and Building Committee, held April 9, 2025, be approved:

**1. Peel DSB Partnership with the City of Mississauga for New Upgraded Track and Field at The Woodlands Secondary School**

That, staff enter into a partnership agreement with the City of Mississauga to upgrade, maintain and operate the track and field amenities at The Woodlands Secondary School. (Appendix I, as attached to the Minutes)

..... carried



## 15. Second Quarter Financial Reports as at February 28, 2025

Chief Operating Officer and Associate Director of Operations and Equity, Jaspal Gill, noted that the Operating Expenditure Statements report Peel DSB's actual expenditures to February 28, 2025 versus the 2024-2025 revised budget submission to the Ministry of Education. The Other School Board Grants and Expenses report as at February 28, 2025, details the Ministry Grant allocations outside of the Core Education Grants, as well as funding for federal and other third-party programs. He advised that, the actual overall expenditure is within the same range as the previous years at approximately 47%, slightly below the benchmark of 50%. Although overall expenditures are trending below budget, variability is due to timing of certain expenditures, and programming undertaken later in the year.

Resolution No. 25-117

moved by Stan Cameron

seconded by Karla Bailey

Resolved, that the Second Quarter Financial Reports as at February 28, 2025, be received.

..... carried

## 16. Ministry Approval of 2025-2026 School Year Calendars

Harjit Aujla, Associate Director, School Improvement and Equity, stated that the Board had submitted the school year calendars for the 2025-2026 academic year to the Ontario Ministry of Education. He noted that today's report outlines the Ministry's approval of the regular and modified school year calendars, ensuring compliance and readiness for the upcoming school year. Recalling his report at the February 26, 2025 Board Meeting, he indicated that the calendars were developed in consultation with neighbouring school boards, employee groups, associations, unions and central department staff. Every effort was made to ensure alignment with the coterminous board to facilitate costs savings in student transportation.

Resolution No. 25-118

moved by Jill Promoli

seconded by Kathy McDonald

Resolved, that the report re Ministry Approval of 2025-2026 School Year Calendars, be received.

..... carried

## 17. Multi-Year Strategic Plan Progress Report 8.1 – Transition Supports for Exceptional Learners in the Peel DSB

Associate Director Aujla stated that the above noted report highlights the creation of the Transition Navigator role to facilitate smoother transition for students with special needs, and creating partnerships with external consultants to improve employment outcomes. Superintendent of Special Education, Claudine Scuccato, explained that the Board has implemented a multifaceted strategy aimed at providing more explicit and structured transition supports for exceptional learners, ensuring that they are well prepared for success across academic, employment, and community pathways.

**17. Multi-Year Strategic Plan Progress Report 8.1 – Transition Supports for Exceptional Learners in the Peel DSB (Continued)**

Superintendent Scuccato stated that a key aspect has been the creation of the Transition Navigator role, staffed by Special Education Resource Teachers. This role will provide direct support for exceptional learners, and build system capacity by offering professional learning, developing resources, and collaborating with school and community partners. In addition, the Board has partnered with Imagine Consultants, an external agency funded by Employment Ontario, to help students with disabilities find competitive employment. Claudine Scuccato detailed the work through this collaboration, which emphasizes the importance of connecting students with employment services before graduation. She described how the work directly supports the four goals of student achievement, well-being, community engagement, and equity and human rights, outlined in Multi Year Strategic Plan. Next steps will include continuing to identify students on employment pathways, expanding transition supports, and ensuring opportunities are shared directly with schools, families, and students. Transition outcomes will be tracked and analyzed to continuously improve and adapt support.

Resolution No. 25-119

moved by Jeffrey Clark  
seconded by Satpaul Singh Johal

Resolved, that the report re Multi-Year Strategic Plan Progress Report 8.1 – Transition Supports for Exceptional Learners in the Peel DSB, be received.

..... carried

**18. Multi-Year Strategic Plan (MYSP) In Action**

Associate Director of School Improvement and Equity, Paul Da Silva, stated that the report highlights initiatives in schools that are directly aligned with the MYSP. Alvin Au, Superintendent of Education, reported on the MYSP in action in all Caledon Schools. He provided details regarding: leveraging Scope and Sequence of the Math and Language curricula; utilizing the Board's EQAO resources; reading intervention programs; events including the provincial FIRST Robotics tournament, Peel Skills Challenge, and athletics; Kindness Tree; collaboration between student leaders and principals; administrators trained to use the Equity Toolkit; prioritizing Indigenous education; vegetable gardens at all schools. Rasulan Hoppie, Superintendent of Education, outlined the work done in the Fletcher's Meadow, Jean Augustine, and Parkhome Families of Schools. This included: Parents of Black Students Association Talent Show celebrating student voice; Mandela Carnival; activities undertaken jointly by neurodiverse and neurotypical students fostering inclusion; strengthening math knowledge through activities such as Math Blitz and math engagement night; Punjabi Boys Mentoring program encouraging community service, and school engagement; Advanced Placement program at Jean Augustine Secondary School; Virtual Reality sessions and cooking classes at Parkholme Secondary School.

Resolution No. 25-120

moved by LeeAnn Cole  
seconded by Will Davies

Resolved, that the oral report re Multi-Year Strategic Plan in Action, be received.

..... carried

## 19. Adoption of the Closed Session Report

Resolution No. 25-121

moved by LeeAnn Cole  
seconded by Jill Promoli

Resolved, that the report of the Closed Session re: Minutes of the Board Meeting (Closed), March 26, 2025; Minutes of the Physical Planning, Finance and Building Committee (Closed) Meeting, April 9, 2025, and Senior Team Update (oral), be received.

..... carried

## 20. Peel DSB Success Stories

School, staff, and student successes were highlighted, aligned with the Board's Multi-Year Strategic Plan. Information was shared regarding young entrepreneurs from the Williams Parkway Senior Public Schools' International Business and Technology Program who participated in the One of A Kind Show, the largest craft show in North America, and took part in a Dragon's Den-style competition at the school. The Black Fatherhood event themed, Wisdom in Motion, Passing the Torch to the Next Generation, was held at Fletcher's Meadow Secondary School and celebrated the unique contributions of Black fathers and their profound contributions in their children's lives. The PAWS – Progress, Acceptance, Well-being and Success, Mentorship Program at Cheyne Middle School had Grade 8 students designing lesson experiences for Grade 6 students.

Resolution No. 25-122

moved by Will Davies  
seconded by Brad MacDonald

Resolved, that the report re Peel DSB Success Stories, be received.

..... carried

## 21. Adjournment

Resolution No. 25-123

moved by Jill Promoli  
seconded by Karla Bailey

Resolved, that the meeting adjourned (20:29 hours).

..... carried

..... Chair ..... Secretary

**RESOLUTIONS APPROVED IN CLOSED SESSION, APRIL 23, 2025**

Members present:

David Green, Chair	Jeffrey Clark
Satpaul Singh Johal, Vice-Chair	LeeAnn Cole
Lucas Alves	Will Davies
Karla Bailey	Brad MacDonald
Susan Benjamin	Kathy McDonald
Stan Cameron	Jill Promoli

**1. Approval of Agenda**

That, the agenda be approved.

**2. Minutes of the Board Meeting (Closed), March 26, 2025**

That, the Minutes of the Board Meeting (Closed), held March 26, 2025, be approved.

**3. Minutes of the Physical Planning, Finance and Building Committee (Closed), April 9, 2025**

That, the Minutes of the Physical Planning, Finance and Building Committee (Closed), held April 9, 2025, be received.

**4. Senior Team Update**

That, the oral update report re Senior Team, be received.

## **PEEL DISTRICT SCHOOL BOARD**

Minutes of a meeting of the Parent Involvement Committee of the Peel District School Board, held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario on Thursday, February 20, 2025, at 17:30 hours.

### **Members present:**

Shazia Hassan, Parent Member, Brampton, Co-Chair  
Sariya Talat, Parent Member, Brampton, Co-Chair  
Dima Alaskka, Parent Member, Mississauga (electronic)  
Susan Benjamin, Trustee  
Stacey Ann Brooks, Parent Member, Brampton (electronic)  
Adnan Ghani, Parent Member, Mississauga  
Allison Lockett, Parent Member, Mississauga  
Camille Logan, Associate Director, School Improvement and Equity (Director of Education Designate)  
Jason Palmer, Parent Member, Brampton (electronic)

### **Members absent:**

Shannon Carkner, Parent Member, Mississauga  
Vandana Manher, Parent Member, Caledon  
Allison Ming-Freckleton, Parent Member, Brampton  
Sweety Sharma, Parent Member, Brampton  
Tongda (Toby) Shi, Parent Member, Mississauga

### **Administration:**

Atheia Grant, Superintendent of Equity, Indigenous Education and Community Engagement  
Jasmine Vorkapic, Governance Officer

### **1. Call to Order**

Co-Chairs Shazia Hassan and Sariya Talat called the meeting to order and welcomed everyone to the meeting.

### **2. Acknowledgement of Traditional Lands**

A recording of the Land Acknowledgment was viewed.

**3. Approval of Agenda**

PIC-23 moved by Susan Benjamin  
seconded by Allison Lockett

Resolved, that the agenda be approved.

..... carried

**4. Declaration of Conflict of Interest**

There were no conflicts of interest declared.

**5. Minutes of the Parent Involvement Committee Meeting of January 16, 2025**

PIC-24 moved by Allison Lockett  
seconded by Susan Benjamin

Resolved, that the Minutes of the Parent Involvement Committee Meeting, held January 16, 2025, be approved.

..... carried

**6. PRO Grant Update**

Atheia Grant, Superintendent of Equity, Indigenous Education and Community Engagement, advised that 170 applications were received from schools. The proposals included workshops, mental health, STEM and some family evenings. The applications are currently being reviewed, with the priority being on parent engagement.

PIC-25 moved by Adnan Ghani  
seconded by Susan Benjamin

Resolved, that the oral report regarding the PRO Grant Update, be received.

..... carried

**7. PIC Communications**

Sariya Talat, Co-Chair, introduced PIC's commitment to strengthening collaboration with the broader community. Atheia Grant, Superintendent of Equity, Indigenous Education and Community Engagement, shared a summary of the PIC Multi-Year Strategic Plan Survey Presentation Survey. She also reviewed the message to be shared with families along with an overview of existing communication methods such as the Board website and social media. She highlighted the Board's commitment to supporting PIC's engagement. Co-Chair Talat reviewed the proposal of a dedicated PIC section in the PDSB monthly newsletter.

**7. PIC Communications (Continued)**

The committee asked for an update on their request for a dedicated PIC section on the Board website where monthly newsletters, resources for parents, etc. may be posted. Superintendent Grant will follow up.

PIC-26 moved by Susan Benjamin  
seconded by Allison Lockett

Resolved, that the oral report regarding PIC Communications, be received.

..... carried

**8. Strategic Plan Update**

Sariya Talat, Co-Chair, provided an update regarding the strategic plan. She highlighted areas including, but not limited to, structured literacy, new math curriculum, Indigenous education, special education, affirming Muslim student identities & dismantling Islamophobia, Black studies curriculum, and PDSB University Partnerships. Discussion was held regarding how the areas will be prioritized and how important it is to have Student Councils involved in the process. It was noted that the survey will help determine the engagement rates and feedback on these considerations. It was requested that councils, parents/caregivers should receive information early.

PIC-27 moved by Shazia Hassan  
seconded by Adnan Ghani

Resolved, that the oral report regarding the Strategic Plan Update, be received.

..... carried

**9 Balancing Screen Time: Finding the Right Approach for Elementary Students in School**

Allison Lockett expressed concerns regarding finding the right approach for elementary students. Governance Officer Vorkapic reminded the committee that while the board values individual concerns, the Committee's mandate is parent engagement. Atheia Grant agreed to take away the concerns heard and noted that the conversation is timely regarding collaboration between parents and educators on matters such as balancing screen time. Associate Director Logan assured members that students will be learning in the best environment possible to reach their full potential, and that these concerns can be incorporated into the consultation process. An inquiry was made regarding how the Use of Cellphones Policy has been received in schools. Superintendent Grant advised that resistance was not as expected but rather there was a positive response overall.

## 10. Budget Update

Adnan Ghani, Parent Member, Mississauga, shared an overview of the PIC Funds for 2024-2025 including meeting expenses, books and printing. It was noted that with the permission of the Committee Co-Chairs there were more funds spent on book distribution. Members requested a breakdown of the cost of books for the next meeting.

PIC-28 moved by Shazia Hassan  
seconded by Allison Lockett

Resolved, that the oral report regarding the PRO Grant Update, be received.

..... carried

## 11. Board Updates/Reports

Trustee Benjamin introduced herself as a member of the Peel Safe and Active Routes to School Committee (PSARTS). She provided an outline of PSARTS mission which is to provide support to and build capacity within and across member organizations to advance active school travel policies, programs, and initiatives across Peel Region. She advised that this information should be passed on to school councils and the PSARTS can assist in areas such as providing extra bike racks or traffic calming measures.

Associate Director Logan highlighted events taking place during Black History Month. Some events highlighted included workshops at the Centre of Black Excellence which focused on poetry and artists making connections between graphic novels and African heritage. Other important Board updates included a reminder that registration for secondary school selection is now open, along with Kindergarten registration. Superintendent Grant noted important events happening in the community during Black History Month. She also highlighted a partnership with the University of Waterloo.

PIC-29 moved by Adnan Ghani  
seconded by Shazia Hassan

Resolved, that the oral report regarding the PRO Grant Update, be received.

..... carried

## 12. Committee Member Notices of Motion

Adnan Ghani, Parent Member, Mississauga, introduced the following Notice of Motion:

Be it resolved, that the administration bring a report to the Parent Involvement Committee regarding curriculum changes, including changes to special education.



**13. Adjournment**

PIC-30 moved by Adnan Ghani  
seconded by Allison Lockett

Resolved, that the meeting adjourn (7:15 p.m.)

..... carried

.....  
Co-Chair

.....  
Co-Chair

## **PEEL DISTRICT SCHOOL BOARD**

Minutes of a meeting of the Special Education Advisory Committee of the Peel District School Board. The hybrid meeting was held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario on Tuesday, April 15, 2025, at 19:00 hours.

### **Members present:**

Jennifer Knight, Easter Seals Ontario, Vice-Chair  
Lucas Alves, Trustee (electronic)  
Susan Benjamin, Trustee (electronic)  
Nicole Buckett, Fragile X Research Foundation of Canada (electronic)  
Jeffrey Clark, Trustee  
Jassie Gill, Ontario Parents of Visually Impaired Children (electronic)  
Anju Mistry, Down Syndrome Association of Peel (electronic)  
Dorothy Peddie, FASworld Canada, Peel Chapter (electronic)  
Nilanjan Ray, Autism Ontario, Peel Chapter (electronic)  
Ann Smith, Brampton-Caledon Community Living (electronic)

### **Members absent: (apologies received marked\*)**

Barbara Cyr, Association for Bright Children, Peel Chapter\*  
Shelley Foster, VOICE for Deaf and Hard of Hearing Children\*  
Felix Izawode, Sawubona Africentric Circle of Support  
Lee Ann Mallett, Learning Disabilities Association of Peel Region, Chair\*

### **Administration:**

Claudine Scuccato, Superintendent, Special Education (Executive Member)  
Harjit Aujla, Associate Director, School Improvement and Equity  
Jasmine Vorkapic, Governance Officer

Nicole Fernandes, Board Reporter

### **1. Call to Order**

In the absence of the Chair, Vice-Chair Knight called the meeting to order.

### **2. Acknowledgement of Traditional Lands**

The video of the Acknowledgement of Traditional Lands was viewed.

**3. Approval of Agenda**

A member asked whether a response was provided by the administration regarding accommodations made for special education students to qualify for entry into Regional Learning Choices Programs. Following a brief discussion, Claudine Scuccato, Superintendent of Special Education, confirmed that Lara Chebaro, Superintendent of Curriculum and School Improvement, will be asked to contact members, Jassie Gill and Lucas Alves for a discussion in this regard.

SE-32 moved by Jeffrey Clark  
seconded by Lucas Alves

Resolved, that the agenda be approved.

..... carried

**4. Conflict of Interest**

There were no declarations of conflict of interest.

**5. Minutes of the Special Education Advisory Committee Meeting, March 18, 2025**

SE-33 moved by Jeffrey Clark  
seconded by Susan Benjamin

Resolved, that the Minutes of the Special Education Advisory Committee Meeting, held March 18, 2025, be approved.

.....

Chair Knight indicated that Item 6, Superintendent's Report (oral), was missing information relating to psychoeducational assessments.

SE-34 moved by Jeffrey Clark  
seconded by Lucas Alves

Resolved, that the Minutes of the Special Education Advisory Committee Meeting, held March 18, 2025, be amended to include information regarding psychoeducational assessments.

..... carried

.....

SE-33 (Amended)

..... carried

**6. Superintendent's Report (Oral)**

Superintendent Scuccato reported on the appreciation expressed by families for the move to Learning Hubs and the shift in how placements are made, which better reflect the strengths and unique needs of individual learners. She indicated that Board staff attended the Association for Special Education Technology (ASET) 2025 conference, which offered sessions focused on innovative strategies to support students in accessing curriculum. Claudine Scuccato indicated that a more detailed OnSIS report has been circulated to members. She invited feedback on the draft Planning Template for Excursions and the draft Extra-curricular Activity Policy. These will help staff to better understand exceptionalities and plan for accessibility. Superintendent Scuccato stated that the Transition Advisory Committee is hosting the spring session of the Central Resource Fair, an event which supports students and families to transition to adult services and community, post-secondary destinations, or employment. She advised that, next month, a summary of the feedback received on the Special Education Plan for 2025-2026 will be brought forward and will include staffing changes. A request for a written Superintendent's Report ahead of time was taken under advisement.

SE-35                moved by Jeffrey Clark  
                             seconded by Susan Benjamin

Resolved, that the Superintendent's Report (oral), be received.

..... carried

**7. PDSB Special Education Plan Review/Consultation**

Coordinating Principal, Jeff Bertrand, noted that this month, feedback on Standards 13 to 15 of the Special Education Plan is requested. An overview of the guiding questions was provided including considerations of accessible language. He noted that no further updates are anticipated to the Standards, and for Standard 15, information is still being collated. Options for submitting feedback were provided, and responses to questions included: Educational Assistants are considered educators; courses may undergo revision before being offered again; the repository for learning will be reviewed for improvements; PSSP staff are the Board's clinical staff who attend professional development provided by the Board and by their own colleges; Standards 9 and 12 will be sent to the Accessibility Committee for their review.

SE-36                moved by Susan Benjamin  
                             seconded by Lucas Alves

Resolved, that the report re PDSB Special Education Plan Review/Consultation be received.

..... carried

**8. Peel DSB Special Education Budget Review/Consultation**

Superintendent Scuccato noted that feedback from SEAC is being sought on the Budget, to share with trustees for their deliberations during the Budget development process. She stated that the intention was to gather feedback during this meeting through small group discussions, however, with most members being present electronically, input will be shared through a Google Doc or Google Form. Following a brief discussion, it was confirmed that staff will develop a Google document, and will follow up on Chair Knight's request for an open format for members to note each other's contributions.

SE-37 moved by Lucas Alves  
seconded by Dorothy Peddie

Resolved, that the report re PDSB Special Education Budget Review/Consultation be received.

..... carried

**9. Response to Delegation re Special Education Supports**

Superintendent Scuccato noted that the report contains the response to the delegation, which was also provided to the delegation.

SE-38 moved by Jeffrey Clark  
seconded by Jassie Gill

Resolved, that the report re Response to Delegation re Special Education Supports, be received.

..... carried

**10. Open Letter to SEACs Across Ontario from Learning Disabilities Association of Ontario**

SE-39 moved by Jeffrey Clark  
seconded by Anju Mistry

Resolved, that the Open Letter to SEACs Across Ontario from Learning Disabilities Association of Ontario, be received.

..... carried

**11. Chair's Request for Written Questions from Committee Members**

There were no written questions.

**12. Questions asked of and by Committee Members**

There were no questions.

**13. Committee Member Motions for Consideration**

SE-40 moved by Jeffrey Clark  
seconded by Lucas Alves

Whereas, staff have made significant changes to special education services/programs and classes in the 2024/2025 school year without sharing the data or evidence for the need for these changes;

And whereas, no data indicators have been shared regarding the success of these changes;

And whereas, staff are planning additional significant changes for the 2025/2026 school year without sharing data or evidence for these changes.

Therefore be it resolved, that SEAC recommends to the Board that staff share with SEAC and the public, all research, data, and evidence, staff used to base all implemented changes from the 2024/2025 school year, and all proposed changes for changes for the 2025/2026 school year, including but not limited to:

**1. Elementary Communication Cluster Programs**

- 2023/2024 research, data and evidence used in the decision to pilot community clusters program;
- 2024/2025 research, data and evidence used in the decision to reduce/change staffing;
- Including but not limited to:
  - performance data of students in the program year over year including 2024 fall data;
  - number of students served year over year in program;
  - decrease in students served in 2024 fall program and reasons for decline;

**2. Primary Enhanced Learning Classes (PELC)**

Research, data, and evidence used in the decision to close the PELC program, including but not limited to:

- number of primary age students for which an IPRC for giftedness was held;
- the number of primary age gifted students offered placement in the PELC and the number who declined the offer of placement;
- the reason the offer of placement in the PELC was declined;
- the number of primary age students nominated for gifted screening by a teacher, and the number screened;

**13. Committee Member Motions for Consideration (Continued)**

- the number of primary age gifted students nominated for gifted screening by their parent and the number screened;

**3. Secondary Regional Communication Program Update (2026-2030):**

Research, data, and evidence used in the decision to change the secondary regional communication program, including but not limited to:

- data used in the decision to restructure this program;
- data from the primary pilot that informed this decision;
- number of students affected;
- number of schools affected;

**4. Change from contained classrooms to Learning Hubs**

Research, data, and evidence used in the decision to change the name and admit and demit criteria, including but not limited to:

- changes to admit and demit criteria;
- current number of students served in each type of contained class;
- number of students that will be served in the new format;
- number of unidentified students currently not receiving placement due to a lack of diagnosis;
- number of unidentified students that will change placement due to these changes;
- number of students that will move from a contained classroom to mainstream due to changes to criteria;
- change in staffing numbers;

**5. Kindergarten Transition Language Class (KTLC) Program:**

Research, data, and evidence used in the decision to change the KTLC program, including but not limited to:

- current number of students in the KTLC program;
- outcomes from the KTLC program historically;
- data that shows outcomes will be the same or better.

.....

A member asked about the validity of the motion from a governance perspective. Governance Officer, Jasmine Vorkapic, referred to training provided to SEAC members on governance and operational aspects of their role, and advised that the motion leans heavily on the operational side. The collection and release of data is used by staff in making operational decisions. Chair Knight stated that the motion was brought forward because of significant changes to the delivery of special education, and concerns expressed by parents. Superintendent Scuccato stated that Board decisions in this regard rested on quantitative data as well as qualitative data, jurisdictional scans, peer discussions, and best practices. She added that experience in the field, collaborative discussions, and inclusionary practices were also considered. She recalled that an interim meeting was held with SEAC members when information on the changes and pertinent data were presented.

.....

**13. Committee Member Motions for Consideration (Continued)**

SE-40 ..... withdrawn

Chair Knight commented that SEAC, as an advisory body, should receive relevant data. A trustee offered to help to bring forward a revised motion, as the Board of Trustees can rule on matters related to governance.

**14. Motion / Action Log**

Superintendent Scuccato reviewed the responses and status of items in the Motion/Action Log. In response to a question, she confirmed that she will review past Motion/Action Logs and minutes regarding a response on the Accessibility Plan.

1. Lara Chebaro, Superintendent of Curriculum and School Improvement, will be asked to contact Jassie Gill and Lucas Alves for a discussion regarding accommodations made for special education students to qualify for entry into Regional Learning Choices Learning Programs. (Item 3)

**15. Adjournment**

SE-41 moved by Jeffrey Clark  
seconded by Susan Benjamin

Resolved, that the meeting adjourn. (20:04 hours)

..... carried

..... Chair



## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Physical Planning, Finance and Building Committee of the Peel District School Board. The hybrid meeting was held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario on Wednesday, May 7, 2025, at 17:30 hours, and by electronic means.

Members present:

Stan Cameron, Chair  
Will Davies, Vice-Chair  
Lucas Alves  
Karla Bailey  
David Green, Ex-officio  
Satpaul Singh Johal, Ex-officio (electronic)  
Brad MacDonald  
Jill Promoli

Administration:

Jaspal Gill, Chief Operating Officer and Associate Director, Operations and Equity of Access  
(Executive Member)  
Tania Alatishe-Charles, Controller, Finance Support Services  
Mathew Thomas, Controller, Planning and Accommodation Support Services  
Thomas Tsung, Controller, Facilities and Environmental Support Services  
  
Nicole Fernandes, Board Reporter

**1. Call to Order**

Chair Stan Cameron called the meeting to order at 17:30 hours.

**2. Physical Planning, Finance and Building Committee (Closed Session)**

PB-35 moved by Jill Promoli  
seconded by Will Davies

Resolved, that the Committee move into the Closed Session (17:30 hours).

..... carried

The meeting recessed at 18:10 hours and reconvened into Open Session at 18:15 hours.

**3. Rise and Report from Closed Session**

PB-36 moved by Karla Bailey  
seconded by David Green

Resolved, that the report of the Closed Session re Minutes of the Physical Planning, Finance and Building Committee, April 9, 2025; Procurement Activity Report for March 2025, and Britannia Farm – Update (oral), be received.

..... carried

**4. Acknowledgement of Traditional Lands**

The video on the Acknowledgement of Traditional Lands was viewed.

**5. Approval of Agenda**

Item 9.1, Red Cedar Public School Contingency Plan, was circulated.

PB-37 moved by Brad MacDonald  
seconded by Will Davies

Resolved, that the agenda, as amended, be approved.

..... carried  
2/3rds' majority

**6. Conflict of Interest**

There were no declarations of conflict of interest.

**7. Minutes of the Governance Committee Meeting of the Student Transportation of Peel Region, March 20, 2025**

PB-38 moved by Will Davies  
seconded by Lucas Alves

Resolved, that the Minutes of the Governance Committee Meeting of the Student Transportation of Peel Region, held March 20, 2025, be received.

..... carried

**8. Minutes of the Physical Planning, Finance and Building Committee Meeting, April 9, 2025**

PB-39 moved by Brad MacDonald  
seconded by Karla Bailey

Resolved, that the Minutes of the Physical Planning, Finance and Building Committee Meeting, held April 9, 2025, be approved.

..... carried

**9. Red Cedar Public School – Contingency Plan**

Controller of Planning and Accommodation, Mathew Thomas, reported that Red Cedar Public School is scheduled as an 850 student, Kindergarten to Grade 8 school, with a four room childcare centre accommodating 73 children. The school is scheduled to open in September 2025 and students are currently held in various schools in the area. He explained that, while the general contractor continues to indicate to Board staff that the school will be ready for occupancy, the substantial completion timeline of June 2025 has been moved to late July- early August 2025, and a contingency plan for student accommodation will help to prepare for any delay in occupancy. Under the contingency plan for Red Cedar Public School, students in Kindergarten to Grade 3 will be directed to the old Alloa Public School and Grades 4 - 8 students will be held at James Grieve Public School. Busing will be provided in accordance with the Transportation Policy, and childcare operators will be advised. The final decision to enact the plan will be made no later than June 13, 2025, families will be advised, and students will move to Red Cedar Public School as soon as the school can be occupied.

PB-40 moved by Will Davies  
seconded by Karla Bailey

Resolved, that the report re Red Cedar Public School – Contingency Plan, be received.

.....

Responses to trustees' questions of clarification included: further discussions will be held with the contractor next week to reiterate the Board's expectations about occupancy of the school; the contingency plan is developed out of an abundance of caution; the contractor has indicated that while they anticipate being on schedule, completion may be end-July; Board staff have had discussions with this contractor about completion of contracts awarded to them; Purchasing department has an ongoing review process on procurement contracts. Jaspal Gill, Chief Operating Officer and Associate Director, Operations and Equity of Access confirmed that the contractor will be asked for a schedule for each week to monitor progress.

.....

PB-40 ..... carried

**10. Procurement Activity Report for March 2025**

Tania Alatishe-Charles, Controller, Finance Support Services reported on the contracts awarded during March 2025, including for HVAC upgrades at four schools, and IP Based Video Surveillance Systems on as required basis. She noted that the contracts were awarded in accordance with the Board's Purchasing Policy and Procurement Regulations, and are posted publicly by the Board, as required by applicable public procurement regulations.

PB-41 moved by Will Davies  
seconded by Jill Promoli

Resolved, that the Procurement Activity Report for March 2025, be received.

..... carried

**11. Vandalism Activity Report – February and March 2025**

Thomas Tsung, Controller, Facilities and Environmental Support Services, reviewed the report on vandalism activity.

PB-42 moved by Lucas Alves  
seconded by Karla Bailey

Resolved, that the Vandalism Activity Report for February and March 2025, be received.

..... carried

**12. Motion re Busing for Secondary French Immersion Students**

PB-43 moved by Jill Promoli  
seconded by Karla Bailey

Whereas, the Peel District School Board provides busing to secondary students who live more than 3.9 kilometers walking distance from their home;

And whereas, the Peel District School Board currently provides busing for French Immersion students at the elementary level;

And whereas, the Peel District School Board offers a continued French Immersion stream to secondary students at catchment schools;

And whereas, the Peel District School Board is expanding busing to students in Regional Learning Choice Programs;

And whereas, students wishing to continue within the French Immersion stream in their secondary education are unable to access this programming at their assigned French Immersion catchment school due to distance;

**12. Motion re Busing for Secondary French Immersion Students (Continued)**

Therefore Be It Resolved, that staff assess the cost of providing busing to secondary French Immersion students and report these findings to the Board of trustees for consideration.

.....

The mover of the motion, Trustee Promoli, stated that the motion is to receive information about the costs of busing French Immersion (FI) students. Many of these students are interested in pursuing FI at the secondary level, but are unable to continue due to the distance they live from their catchment FI secondary school. She commented that the public transit system within Mississauga is not designed to connect these students to school in an efficient manner, and the students opt out of FI.

Associate Director Gill responded to several questions of clarification, including: a couple of weeks is the estimated time to collect the information requested through the motion; the ministry does not recognize FI as a regional program; busing of students is in accordance with the Transportation Policy; protocols around filling up the bus after the first two or three weeks at start of the school year; extraordinary situations where transit costs are covered for a temporary period; students enrolled in most of the regional programs are offered busing; potential for student retention will need to be determined.

Trustees commented about the significant staff time required to collect the information at this time due to the work on developing the budget, and the pressure from the ministry to balance the budget. A trustee remarked that busing for the FI secondary students will align with the Multi-Year Strategic Plan and supports equity of access. Trustee Promoli stated that busing is provided for regional programs, but not for FI student, and will make a significant difference for students in her community, some of whom live 7-9 kms from their catchment FI school. Many students enroll in the FI program of the coterminous board due to proximity.

PB-44                      moved by Brad MacDonald  
                                    seconded by Lucas Alves

Resolved, that Motion PB-43 be deferred to October 2025 to enable staff to undertake a jurisdictional scan of school boards with regard to busing of French Immersion students in secondary schools, and provide information on the transportation budget and deficit, and staff time involved in conducting the assessment of costs.

.....

During the discussion on the deferral motion, Associate Director Gill confirmed that an administrative report can provide the information requested through the motion. Speaking in support of the deferral motion, trustees noted that a deferral to October 2025 will ensure that budget development work is not impacted, and trustees will be advised about the transportation budget and constraints. Trustee Promoli noted that her motion did not indicate timelines for staff to bring back information, and that the assessment of costs can commence immediately after the budget is finalized.

.....

**12. Motion re Busing for Secondary French Immersion Students (Continued)**

PB-44 ..... carried

PB-43 ..... deferred

**13. Adjournment**

PB-45 moved by Brad MacDonald  
seconded by Jill Promoli

Resolved, that the meeting adjourn (19:20 hours).

..... carried

..... Chair

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Curriculum, Equity and Student Well-Being Committee of the Peel District School Board. The hybrid meeting was held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario, and by electronic means, on Wednesday, May 13, 2025, at 17:33 hours.

**Members present:**

Karla Bailey, Chair  
Susan Benjamin, Vice Chair  
Lucas Alves (electronic)  
Jeffrey Clark  
Kathy McDonald  
Jill Promoli  
Satpal Singh Johal, Ex-officio (electronic)

**Also present:**

Will Davies

**Administration:**

Harjit Aujla, Associate Director, School Improvement & Equity (Executive Member)  
Lara Chebaro, Superintendent, Curriculum & School Improvement  
Atheia Grant, Superintendent, Equity, Indigenous Education and Community Engagement  
Bernadette Smith, Superintendent, Innovation and International Programs

Linda Racicot, Board Reporter

**1. Call to Order**

Chair Bailey called the meeting to order.

**2. Land Acknowledgement**

A video recording of the Acknowledgement of Traditional Lands was viewed.

**3. Approval of Agenda**

The agenda was reviewed.

CESWB-13

moved by Kathy McDonald  
seconded by Jill Promoli

Resolved, that the agenda be approved.

..... carried

**4. Conflict of Interest**

There were no declarations of conflict of interest.

**5. Minutes of the Curriculum, Equity and Student Well-Being Committee, February 12, 2025**

Trustee Davis pointed out that the February 12, 2025, minutes incorrectly list him as a Committee member. The minutes will be amended.

CESWB-14 moved by Jill Promoli  
seconded by Susan Benjamin

That, the Minutes of the Curriculum, Equity and Student Well-Being Committee Meeting, held February 12, 2025, as amended, be approved.

..... carried

**6. Delegation of Mehreen Zaman and Debbie Bruce, MyAllergyAid Inc. and Canada Anaphylaxis Institute, regarding Food Allergy and Inclusion**

Mehreen Zaman and Debbie Bruce from MyAllergyAid Inc. and the Canada Anaphylaxis Institute presented on the importance of addressing food allergies in schools. They highlighted the serious nature of food allergies, the need for immediate EpiPen access, and the impact on students' participation in school activities. They requested that they partner with the Peel District School Board (PDSB) to conduct research and develop resources for staff and parents.

CESWB-15 moved by Jeffery Clark  
seconded Kathy McDonald

Resolved, that the Delegation by Mehreen Zaman and Debbie Bruce, MyAllergyAid Inc. and Canada Anaphylaxis Institute, regarding Food Allergy and Inclusion, be received.

.....

Responding to trustees' questions, the presenters confirmed that research on specific allergy profiles requiring access to student medical records will be undertaken in an anonymized way. This will assist in identifying the kinds of allergies students deal with and meeting their needs. The presenters stated that the ownership of the research data will be through their partnership with the Peel DSB and shared collaboratively. The presenters indicated that they had proposed to the Ministry to include an allergy course in Teacher's College and encouraged the Trustees to add their voices to support this initiative.

.....

CESWB-15 ..... carried



**7. Delegation of Danielle Humayun, OSSTF District 19, regarding Better Schools, Stronger Communities**

Danielle Humayun from OSSTF District 19 presented the OSSTF D19 School Climate Survey. She highlighted the significant reduction in per-student funding since 2018, amounting to a cut of \$85.7 million for Peel secondary schools. She emphasized the direct consequences of these cuts, including fewer in-class supports, diminished access to resources, and increased pressure on educators. Danielle Humayun discussed the strong correlation between burnout and mental health struggles among educators. She raised concerns about safety and violence in schools, and remarked that a significant majority of OSSTF members have observed an increase in classroom violence. She requested the Peel DSB to publicly advocate for increased annual investments in public education, dedicated funding to address the backlog of repairs and maintenance, and measures to address the recruitment and retention crisis. She presented over 1,100 signed petitions supporting their requests.

CESWB-16

moved by Jill Promoli  
seconded Susan Benjamin

Resolved, that the Delegation of Danielle Humayun, OSSTF District 19, regarding Better Schools, Stronger Communities, be received.

.....

Responding to trustees' questions, Danielle Humayun suggested enhanced training for administration to enable staff to add value to their roles, and strengthening relationships between staff and administrators by adjusting current practices. She noted that special education students face significant underfunding, and the rising costs of materials further exacerbate funding challenges. A trustee pointed out that data collection did not include race-based information, and the delegation stated that; school discipline data was compiled and is available for sharing. Danielle Humayun clarified that violence reporting in the survey includes student-to-student and student-to-staff incidents, noting a rise over the past five years. She confirmed that behavioural incidents are categorized under violence.

Trustee Promoli moved a motion which was seconded by Jeffrey Clark that the Board of Trustees write a letter to the Ministry of Education requesting support for the following four measures: increase per pupil funding to address the reduction of \$1,500.00 per student; urgently provide necessary funding to address the school repair backlog; address the recruitment and retainment crisis affecting staffing; open conversation for addressing growing concerns regarding safety in schools. On the Chair calling the vote on the motion, a trustee raised a point of order stating that members were not provided an opportunity to speak on the motion. The Chair acknowledged members' right to speak to the motion. The trustee queried how the Board can write a letter to the Minister to address the recruitment and retainment crisis affecting staffing when the Board as an employer needs to address this matter. Trustee Promoli noted that this matter is greater than the PDSB, affecting all school boards in the province, and the motion acknowledges the delegation's request for support. The trustee noted that she was not in support of the motion as stated. Another trustee suggested that the delegation be referred to the Governance and Policy Committee.

.....

**7. Delegation of Danielle Humayun, OSSTF District 19, regarding Better Schools, Stronger Communities (Continued)**

CESWB-17

moved by Susan Benjamin  
seconded by Kathy McDonald

Resolved, that the Delegation of Danielle Humayun, OSSTF District 19, regarding Better Schools, Stronger Communities, be referred to the Governance and Policy Committee.

.....

Trustee Promoli opposed the referral.

.....

CESWB-17

..... carried

CESWB-16

..... referred to  
the Governance and Policy Committee

**8. Black Student Success Strategy Progress Report**

Atheia Grant, Superintendent, Equity, Indigenous Education and Community Engagement, provided an update on the implementation of the We Rise Together Black Student Success Strategy highlighting the progress made in integrating the history, identities, and contributions of Black Canadians into the curriculum and the successful rollout of Black Studies courses. She discussed the ongoing implementation of the We Rise Together Black Student Strategy, which aims to dismantle systemic barriers and ensure Black students' success. Atheia Grant highlighted the successful rollout of Black Studies courses in all secondary schools in Peel DSB, supported by the network of Black educators and the Director's office. These courses aim to provide students with a deeper understanding of Black history and culture.

Atheia Grant responded to trustees' questions, emphasizing the importance of community engagement, including the establishment of Black Parents Associations and partnerships with community organizations. These efforts aim to strengthen trust, collaboration, and advocacy for Black students and their families. She noted the professional development initiatives for educators, focusing on anti-Black racism, equity, and anti-oppression. These initiatives aim to equip staff with the tools and knowledge to create inclusive and supportive learning environments for Black students.

CESWB-18

moved by Kathy McDonald  
seconded Susan Benjamin

Resolved, that the progress report re Black Student Success Strategy, be received.

..... carried

**9. Empowering Modern Learners (EML) Vision 2025 Update & Technology-Enabled Learning Symposium**

Bernadette Smith, Superintendent, Innovation and International Programs presented an update on the Empowering Modern Learners (EML) Vision 2025 & Technology Enabled Learning Symposium. A video was shown highlighting the Technology Enabled Learning Symposium that was held on February 25, 2025. Bernadette Smith stated that the focus of this symposium was on student achievement, equity, inclusion, and community engagement. The vision includes six core elements such as learning culture, equitable assessment, access to technology, global competencies, learning environments, and models of learning. She noted that the LEAP (Leading Education Innovation Project) Symposium will be held on June 3, 2025, and invited all trustees to attend.

Bernadette Smith responded to trustees' questions, affirming that the kind of technology focused resources available to students and staff provide true access for the learning model. These resources are also available to students with special needs and English as a Second Language, and is hands-on and personalized. She pointed out that in implementing the EML initiative, the Board is piloting different tools, using Microsoft reading accelerators, which helps students to access the learning, and teachers to use the software to provide insights for personalized learning. The technology covers the spectrum of learning, and resource teachers work in every family of schools, providing training within classrooms.

CESWB-19

moved by Kathy McDonald  
seconded Jill Promoli

Resolved, that the progress report re Empowering Modern Learners Vision 2025, be received.

..... carried

**10. Graduation Rates and Non-Graduates**

Lynne Hollingshead, Research Manager, presented a report on Graduation Rates and Non-Graduates covering the Grade 9 cohort for students who entered grade in 2019-2020. She noted that students who left the Peel DSB prior to 2019 are not included in this cohort. The report highlighted overall OSSD (full) graduation rates for the 2019-2020 cohort with a 90% graduation rate within four years and a 94% graduation rate within five years. Students working towards an OSSC (full) graduated at a rate of 74% in four years and 78% in five years.

Lara Chebaro, Superintendent, Curriculum & School Improvement spoke to the data regarding the re-engagement initiative to encourage students to return and complete their diploma. The report indicated that 914 former students were contacted, and 109 have returned to school and are projected to complete their diploma. Some of their initiatives for re-engagement are using alternative programs such as Pathways, School Within A College (SWAC), Co-op, Ontario Youth Apprenticeship Program (OYAP), Dual Credit, and E- learning. She highlighted the success of these initiatives in helping students return to school and complete their graduation requirements.

**10. Graduation Rates and Non-Graduates (Continued)**

CESWB-20

moved by Jill Promoli  
seconded Jeffery Clark

Resolved, that the report re Graduation Rates and Non-Graduates, be received.

.....

Lynn Hollingshead responded to trustees' questions confirming that the Ministry posts data for all schools regarding Graduation and Non-graduation rates throughout the Province of Ontario. This information is publicly available. Tamer Kamel, Co-ordinating Principal, Student Success and Pathway, stated that the PDSB conducts an exit survey for all grade 12 students, however; information as to the reasons for leaving or returning are not available. It was noted that principals are more flexible in accepting volunteer hours. Lara Chebaro pointed out that the Ministry has guidelines for principal volunteer hours.

.....

CESWB-20

..... carried

**11. Destreaming – Addendum to the Progress Report**

Lara Chebaro, Superintendent, Curriculum & School Improvement and Lynne Hollingshead, Research Manager, provided an update on the destreaming initiatives, and data on disproportionality and disparity indices for African Black and Afro-Caribbean students. The report emphasized the ongoing commitment to addressing disproportionalities and promoting equity and inclusion, and to destreaming in accordance with Directive 19. The focus for the Board is clear that students learn in an equitable and inclusive environment. Beginning in 2021 professional learning was provided to all teachers that were teaching a destreamed subject. Monitoring is done through the Equity and Accountability Report card, student census data, school equity audit tool, school improvement and equity planning, and the use of digital resources.

CESWB-21

moved by Jill Promoli  
seconded Jeffery Clark

Resolved, that the addendum to the progress report re: Destreaming, be received.

.....

Lara Chebaro responded to trustees' questions, including: the survey with EQAO has students asking for more practice in working on literacy and mathematics; students that identify as Black indicate that they see themselves in the curriculum; surveys are being improved. Lara Chebaro stated that the focus is on three areas in the curriculum, delivering high-fidelity content, providing enrichment, and offering accommodations.

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CESWB-21

.....carried

**12. Regional Learning Choices Program Proposal: Morning Star Middle School**

Tamer Kamel, presented the proposal for Morning Star Middle School to phase out the Arts and Technology Regional Learning Choices Program (RLCP) and to open a SciTech Regional Learning Choices Program (RLCP) at Morning Star Middle School. He responded to trustees' questions, noting that the proposal will not affect the number of spaces for this program at Morning Star Middle School. There is no change to the number of spaces at other schools that offer SciTech programs. He explained that the reason for phasing out the Arts and Technology Regional Learning Choices Program (RLCP), indicating that digital arts is now included in all schools in the Peel DSB and STEAM programs are integrated within all schools. There are no budget changes as costs will remain the same for students. This change aims to better align with community interests and existing SciTech programs in both panels.

CESWB-22

moved by Susan Benjamin  
seconded Jill Promoli

Resolved, that the Curriculum, Equity and Student Well-Being Committee recommends to the Board:

That, the Board approve, effective September 2026:

- a) Phasing out of the Arts and Technology Regional Learning Choices Program (RLCP) at Morning Star Middle School
- b) Opening of a SciTech Regional Learning Choices Program (RLCP) at Morning Star Middle School. (APPENDIX I)

..... carried

**13. Regional Learning Choices Program Proposal: Glenhaven Senior Public School and Middle Years Program Direct Entry**

Tamer Kamel, presented the proposal for the Regional Learning Choices Program Proposal: Glenhaven Senior Public School and Middle Years Program Direct Entry. He drew the trustees' attention that the starting year is 2026-2027, and not 2025-2026 as indicated in the report. The proposal recommends that the Middle Years International Baccalaureate (IB) program be phased out at Bristol Road Middle School and be introduced at Glenhaven Senior Public School. The proposal also includes direct entry for students from Middle School IB programs to secondary school IB programs. Tamer Kamel responded to trustees' questions, indicating that some students at the Bristol Road Middle School IB program leave the Peel DSB to attend the coterminous board school. This proposal will help with student retention.

**13. Regional Learning Choices Program Proposal: Glenhaven Senior Public School and Middle Years Program Direct Entry (Continued)**

CESWB-23

moved by Jeffery Clark  
seconded Susan Benjamin

Resolved, that the Curriculum, Equity and Student Well-Being Committee recommends to the Board:

- a) That, effective September 2026, the Middle Years Program International Baccalaureate (IB) at Bristol Road Middle School, be phased out.
- b) A Middle Years Program International Baccalaureate (IB) at Glenhaven Senior Public School be offered in the 2026-2027 school year.
- c) Students in Grade 8 Middle Years Programs at Bristol Road Middle School and W.G. Davis Senior Public School be offered direct entry into Grade 9 International Baccalaureate (IB) programs in the 2026-2027 school year at Erindale Secondary School, Glenforest Secondary School, Harold Brathwaite Secondary School and Turner Fenton Secondary School, without having to participate in the secondary Regional Learning Choices Program (RLCP) application process (APPENDIX II)

..... carried

**14. Adjournment**

CESWB-24

moved by Kathy McDonald  
seconded Susan Benjamin

Resolved, that the meeting adjourn (20:12 hours).

..... carried

..... Chair

## **MOTIONS FOR CONSIDERATION: CURRICULUM, EQUITY AND STUDENT WELL-BEING COMMITTEE**

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Arising from a meeting of the Curriculum, Equity and Student Well-Being Committee meeting, held May 13, 2025, the following recommendations are brought for Board approval:

**1. Delegation of Danielle Humayun, OSSTF District 19, regarding Better Schools, Stronger Communities**

That, the Delegation of Danielle Humayun, OSSTF District 19, regarding Better Schools, Stronger Communities, be referred to the Governance and Policy Committee.

**2. Regional Learning Choices Program Proposal: Morning Star Middle School**

That, effective September 2026:

- a) The Arts and Technology Regional Learning Choices Program (RLCP) at Morning Star Middle School be phased out.
- b) SciTech Regional Learning Choices Program (RLCP) at Morning Star Middle School be established. (APPENDIX I)

**3. Regional Learning Choices Program Proposal: Glenhaven Senior Public School and Middle Years Program Direct Entry**

That, effective September 2026:

- a) The Middle Years Program International Baccalaureate (IB) at Bristol Road Middle School be phased out.
- b) A Middle Years Program International Baccalaureate (IB) at Glenhaven Senior Public School, commencing in the 2026-2027 school year, be offered.
- c) Students in Grade 8 Middle Years Programs at Bristol Road Middle School and W.G. Davis Senior Public School be offered direct entry into Grade 9 International Baccalaureate (IB) programs at Erindale Secondary School, Glenforest Secondary School, Harold Brathwaite Secondary School and Turner Fenton Secondary School, without having to participate in the secondary Regional Learning Choices Program (RLCP) application process. (APPENDIX II)

Submitted by:

Harjit Aujla  
Associate Director, School Improvement & Equity

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## 7.5

Curriculum, Equity and Student Well-Being Committee Meeting May 13, 2025

## Regional Learning Choices Program Proposal: Morning Star Middle School

**Strategic Alignment:**

Anti-Racism Policy  
Human Rights Policy  
Equity and Inclusive Education Policy  
Ministry Directives 9 and 14 (March 2020)

**Report Type:** Recommendation

Prepared by:	Lara Chebaro, Superintendent, Curriculum & School Improvement Harjit Aujla, Associate Director, School Improvement & Equity
Submitted by:	Rashmi Swarup, Director of Education



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**Recommendation:**

That the board approve, effective September 2026:

1. Phasing out of the Arts and Technology Regional Learning Choices Program (RLCP) at Morning Star M.S.
2. Opening of a SciTech RLCP at Morning Star M.S.

## **Overview**

### **Recommendation: RLCP Program**

#### **Background:**

It is recommended that the current Arts and Technology Regional Learning Choices Program (RLCP) be phased out at Morning Star Middle School. This school will then offer the SciTech RLCP, with a proposed catchment area, effective September 2026.

The boundary changes for the Arts and Technology Program (ATP) will be presented to Physical Planning, Finance and Building Committee on June 4, 2025. See existing boundaries and proposed new boundaries in Appendix 1-3.

#### **Highlights:**

- Morning Star Middle School currently offers an Arts and Technology Regional Learning Choice Program. The school is requesting to phase out this program and offer a SciTech program.
- Current grade 6 and 7 students in the Arts and Technology program will complete the Arts and Technology program.
- Morning Star will advertise a SciTech program in the Fall of 2025 and accept SciTech applications in January 2026 for program implementation in September 2026.
- Impact to the community is minimal as Morning Star will continue to offer an RLCP, however the program will now change to SciTech allowing Morningstar to make connections with existing SciTech programs in both panels.
- Morning Star staff conducted a parent consultation on December 7, 2023

Changes in programming include:

<b>Arts and Technology Programming (ATP)</b>	<b>SciTech</b>
<ul style="list-style-type: none"><li>• Develop arts, media and technology skills, while engaging in cross-curricular inquiry-based learning opportunities.</li><li>• Opportunity to be innovative and imaginative in their thinking while engaged in the creative and critical analysis processes, embracing social justice issues and promoting reflective learning</li></ul>	<ul style="list-style-type: none"><li>• Collaboration with industry partners to provide a dynamic, hands-on STEAM approach to learning</li><li>• Opportunity to use industry-standard technology, dialogue with guest speakers, and participate in special excursions, competitions and clubs</li></ul>

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	<ul style="list-style-type: none"> <li>• Technological Education enrichments, like video editing, animation, coding, robotics, 3D printing, AR Sandbox</li> </ul>
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### Transportation

- Refer to [Transportation Policy](#)

Morning Star M.S. is a grade 6-8 school located in the Malton community in Mississauga. It has offered ATP since 2014. This is currently the only location offering this program in the PDSB (see map Appendix 1).

When the ATP was introduced, it offered a novel approach to modern learning. However, many of the key elements of ATP have been successfully embedded into curriculum delivery across schools. Notably, the SciTech program now includes a strong and intentional focus on the Arts, ensuring continued opportunities for students to explore creativity alongside science and technology.

Currently PDSB has three middle schools that offer SciTech programs (Macville P.S., Centennial Sr. P.S., and Tomken Road M.S.). These three schools receive a significant number of applications; however, space is limited. Families have been advocating for additional SciTech programs.

Centennial Senior P.S. currently offers 84 seats in the SciTech program in each grade from grades 6-8, they received 859 applications in February 2025.

Macville P.S. and Tomken Road M.S. both currently offer 56 seats in the SciTech program; the programs received 372 and 615 applications in February 2025 respectively. As such, Morning Star Middle School is requesting that it phase out its Arts and Technology RLCP and phase in the SciTech RLCP.

## **Evidence**

### **Findings/Key Considerations:**

#### Program Details

While there is already a history of experiential learning in ATP, the change to a SciTech RLCP at Morning Star M.S. will allow for students to go deeper within this field. Many families send their children to ATP to deepen their SciTech skills. Many families expressed that the ATP program is often a third choice after International Baccalaureate (IB) and SciTech, leading to attrition rates. Currently, Morning Star has only 57% of their Grade 8 ATP spots occupied, despite filling 100% of the allocated spots in Grade 6.

#### Program Transition

Effective September 2025, the recommended boundaries for the SciTech RLCP's at Morning Star M.S., Centennial Sr. P.S. and Macville P.S. are shown on the map (see Appendix 3). ATP

at Morning Star M.S. will be phased out, beginning with grade 6, and the SciTech RLCP will be phased in, beginning with grade 6. Subsequent grades will be phased in/out over the following years. ATP will be fully phased out and the SciTech RLCP will be fully phased in by September 2028.

Effective September 2025;

- The phasing out of the Arts and Technology RLCP at Morning Star M.S.
- The opening of a SciTech RLCP at Morning Star M.S.
- The subsequent boundary changes for the SciTech RLCP at Centennial Sr. P.S. and Macville P.S. (see map in Appendix 3)

## Program Enrolment and Boundary

The following tables indicate the projected student enrolment, with and without the program / boundary changes.

STATUS QUO (WITHOUT BOUNDARY CHANGE)				September 2024 Enrolment	Projected Enrolment					Portables	
School	Capacity	Grades	Program		2025	2026	2027	2028	2029	2024	2029
Centennial Sr. P.S.	855	6-8	Regular	502	515	480	458	459	439	0	0
			SciTech	255	250	250	250	250	250		
			<b>Total</b>	<b>757</b>	<b>765</b>	<b>730</b>	<b>708</b>	<b>709</b>	<b>689</b>		
Macville P.S.	323	K-8	Regular	138	136	136	129	127	125	0	0
			SciTech	165	165	165	165	165	165		
			<b>Total</b>	<b>303</b>	<b>301</b>	<b>301</b>	<b>294</b>	<b>292</b>	<b>290</b>		
Morning Star M.S.	699	6-8	Regular	327	309	336	346	330	314	0	0
			Arts Tech	131	165	165	165	165	165		
			SciTech	0	0	0	0	0	0		
			<b>Total</b>	<b>458</b>	<b>474</b>	<b>501</b>	<b>511</b>	<b>495</b>	<b>479</b>		

Notes: i) Portable allocations in 2029 are estimates and will be reviewed annually. ii) the SciTech RLCP at Macville P.S. is only offered in grades 6-8.

WITH BOUNDARY CHANGE				September 2024 Enrolment	Projected Enrolment					Portables	
School	Capacity	Grades	Program		2025	2026	2027	2028	2029	2024	2029
Centennial Sr. P.S.	855	6-8	Regular	502	515	480	458	459	439	0	0
			SciTech	255	250	250	250	250	250		
			<b>Total</b>	<b>757</b>	<b>765</b>	<b>730</b>	<b>708</b>	<b>709</b>	<b>689</b>		
Macville P.S.	323	K-8	Regular	138	136	136	129	127	95	0	0
			SciTech	165	165	165	165	165	165		
			<b>Total</b>	<b>303</b>	<b>301</b>	<b>301</b>	<b>294</b>	<b>292</b>	<b>290</b>		
Morning Star M.S.	699	6-8	Regular	327	309	336	346	330	314	0	0
			Arts Tech	131	165	109	54	0	0		
			SciTech	0	0	56	111	165	165		
			<b>Total</b>	<b>458</b>	<b>474</b>	<b>501</b>	<b>511</b>	<b>495</b>	<b>479</b>		

Notes: i) Portable allocations in 2029 are estimates and will be reviewed annually. ii) the Science and Technology RLCP at Macville P.S. is only offered in grades 6-8.

The number of spaces in the SciTech RLCP at Morning Star M.S. will remain status quo (56 spots) as the current Arts and Technology RLCP. Therefore, there will not be an increase in enrolment at Morning Star M.S. because of the change in RLCP offered.

Based on historical and current student interest in the SciTech RLCP, it is anticipated that, even with the program boundary changes and addition of the SciTech RLCP at Morning Star M.S., Centennial Sr. P.S. and Macville P.S. will continue to have a significant number of applicants to fill the spots in their SciTech RLCP.

## Impact Analysis

### Equity & Human Rights Review:

At the December 7, 2023, School Council meeting, there was unanimous consensus that transitioning to a SciTech program would better meet the needs of students and families in this school. This would allow for a more focused curricula and targeting programming to develop skills within the SciTech program.

Throughout the Board, there are currently three middle school SciTech programs (Macville PS, Centennial Sr. PS, and Tomken Road MS). These schools are in high demand and receive a significant number of applications for limited spots. The addition of another SciTech program to the system would also allow for more of these to be captured into their program of choice.

### Pathway chart

- The SciTech program follows the Ontario curriculum in grades 6-8, with an expanded exploration in the breadth and depth of both the science and technological education curricula, with a particular focus on inquiry-based and hands-on learning.

- 
- Using a global context specifically connected to the UNESCO sustainable development goals, science and technological related topics, activities, and assessments are incorporated into all curricular areas.

**Board or Ministry Policy Alignment:**

There was unanimous consensus that transitioning to a SciTech program would better meet the needs of the students and families. This would allow for a more focused curricula and targeting programming to develop Science and Technology skills.

**Resource/Financial Implications:**

RLCPs should be self-sustaining, and the fees collected should cover any Board incurred expenses. As stated in the revised policy, funds may be available, based on criteria, to assist those for whom the cost of the program fee would be a barrier to access.

As a result of the investment already made by the school in creating an innovation hub, and existing investments in infrastructure that was needed for the ATP program, there are no major capital expenditures as it relates to changing from ATP to SciTech. As there is no anticipated increase in enrollment, no additional classrooms are needed.

School Team

- The administration team and ATP team will work closely together to ensure that the phasing in of the SciTech program maintains the integrity of both the SciTech program and the ATP program. We will meet with student and parent representatives from both the ATP program and SciTech programs to ensure that feedback is being received throughout the process.

**Required Resources**Capital Needs and Budget Implications

Outline any capital needs or other costs related to the program (renovations, equipment needs, etc.). Include an estimated budget.

**Community Impact:**

The Morning Star community, through consultations conducted in December 2023 at a School Council meeting indicated a strong desire to offer a SciTech Regional Learning Choice Program.

This would be the fourth SciTech program offered in middle schools, however, there is a clear pathway as the SciTech program is also offered in two secondary schools.

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Since the ATP is the only program of its kind, successful applicants register in the program from across Mississauga. By offering a SciTech program, the boundary for applicants to Morning Star would be much smaller.

#### Application Process

Morning Star will remain consistent with the application criteria of the other SciTech programs that operate in the system.

## **Next Steps**

#### **Action Required:**

- Following Board approval:
  - Morning Star M.S. will hold an information night in October 2025
  - Elementary RLCP webpage and application portal will be updated accordingly
  - The Public Engagement and Communications Department will support advertising the new program via Board website and social media

#### **References:**

**[Transportation Policy](#)**

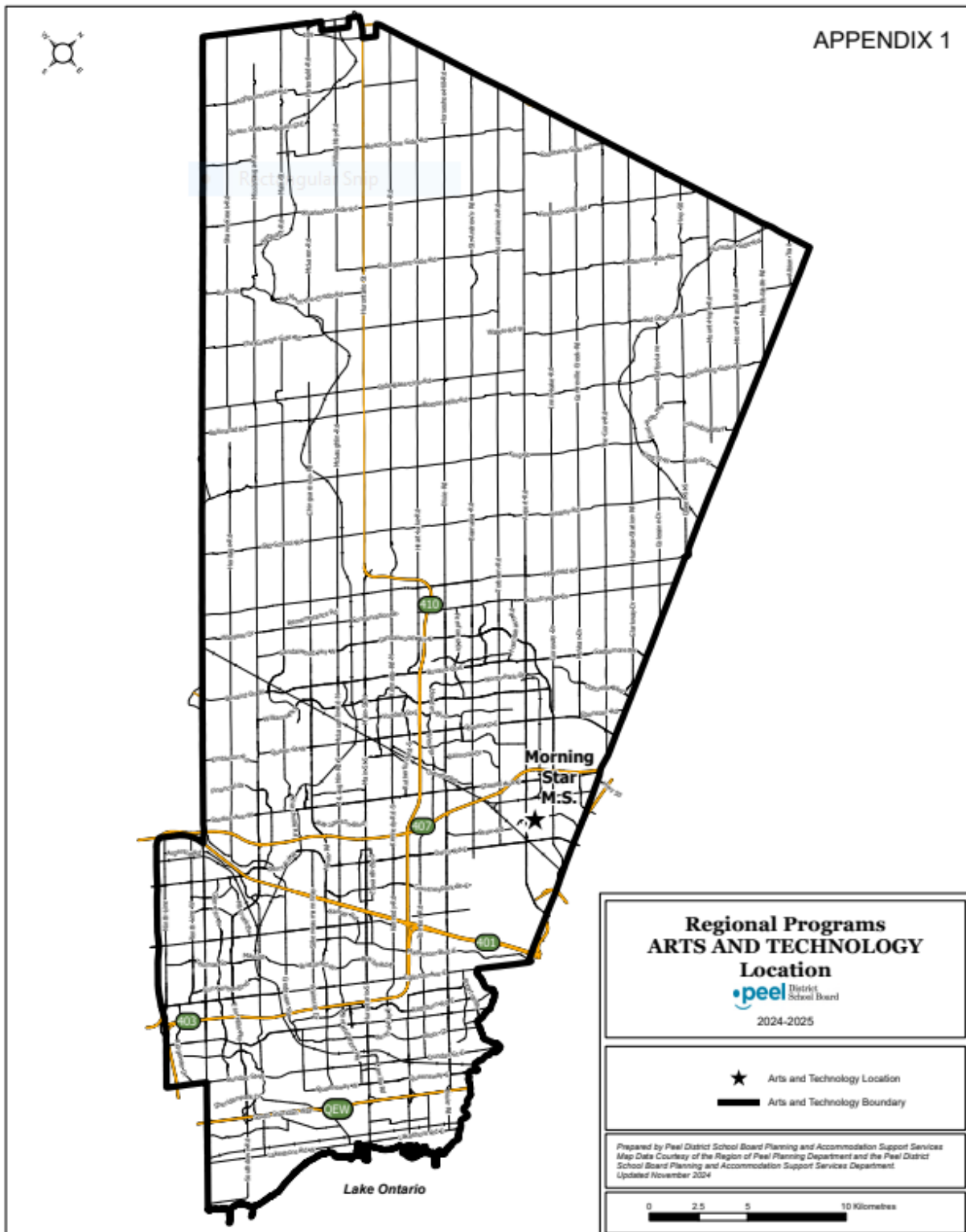
## **Appendices**

Appendix 1: Existing boundary for the Arts and Technology RLCP at Morning Star M.S.

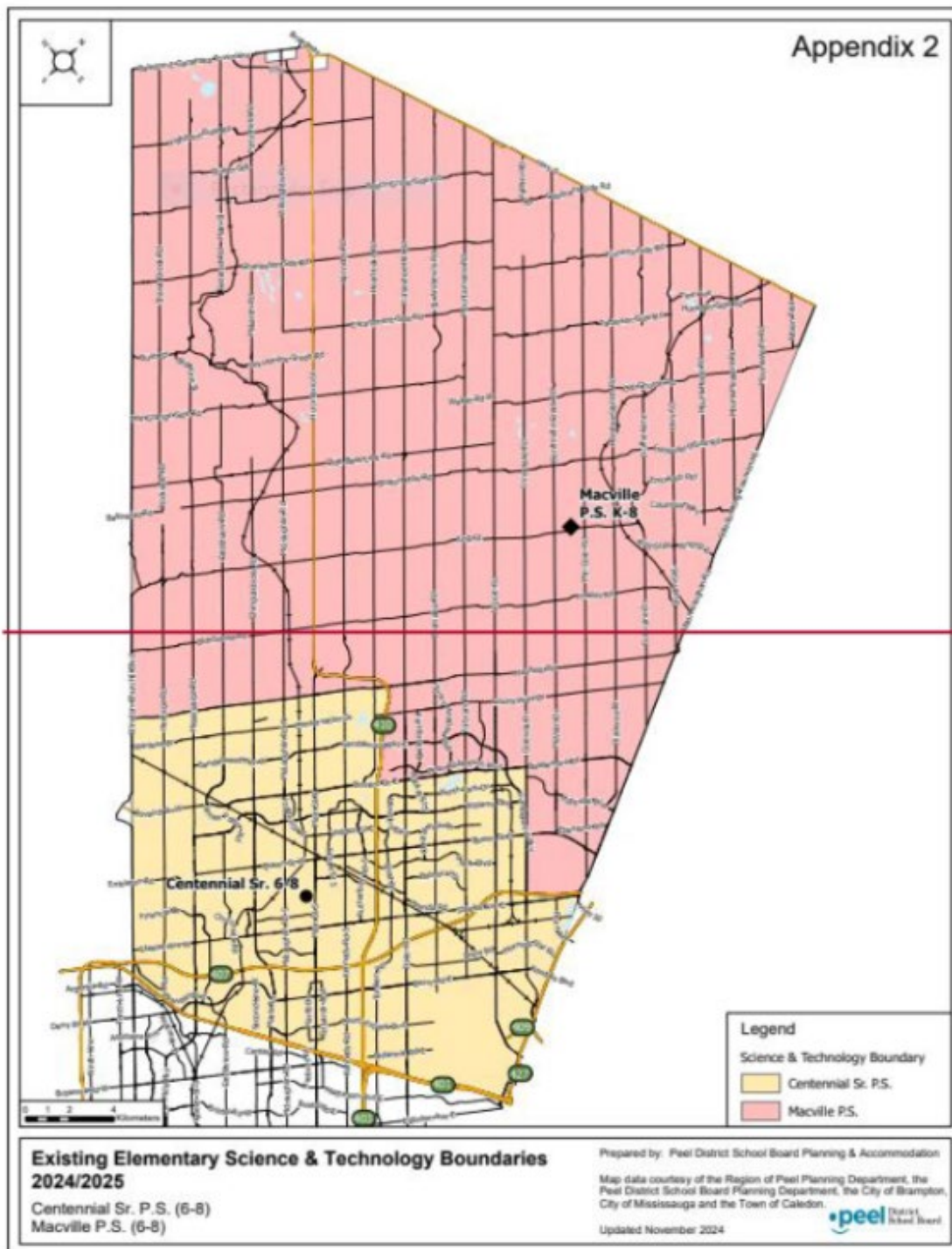
Appendix 2: Existing boundaries for the SciTech RLCP at Centennial Sr. P.S. and Macville P.S.

Appendix 3: Recommended boundaries for the SciTech RLCP at Morning Star M.S., Centennial Sr. P.S. and Macville P.S.

## APPENDIX 1

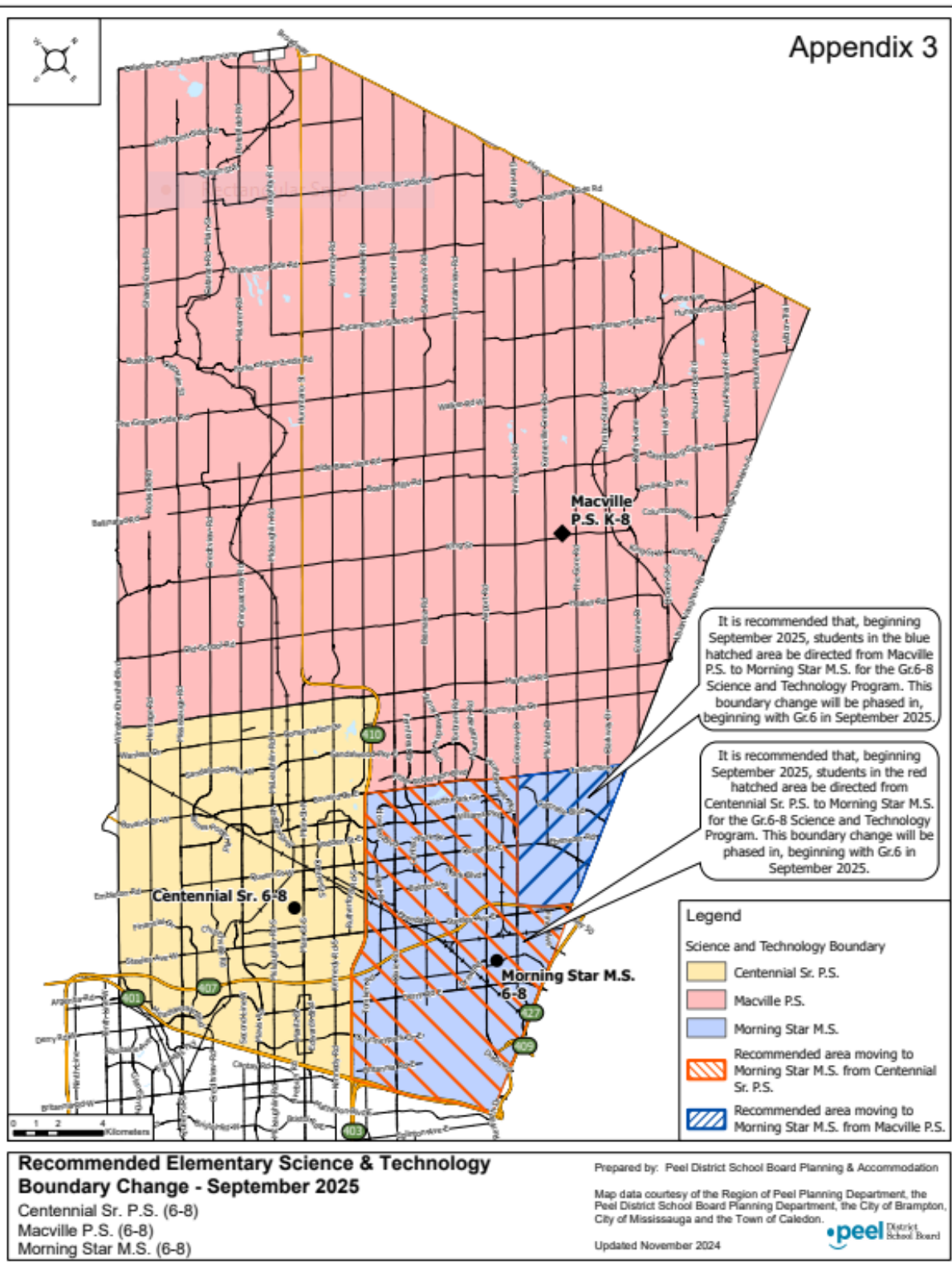








## Appendix 3



## 7.6

Curriculum, Equity and Student Well-Being Committee Meeting May 13, 2025

# Regional Learning Choices Program Proposal: Glenhaven Senior P.S. and Middle Years Program Direct Entry

**Strategic Alignment:**

Anti-Racism Policy

Human Rights Policy

Equity and Inclusive Education Policy

Ministry Directives 9 and 14 (March 2020)

**Report Type:** Recommendation

Prepared by:	Lara Chebaro, Superintendent, Curriculum & School Improvement Harjit Aujla, Associate Director, School Improvement & Equity
Submitted by:	Rashmi Swarup, Director of Education

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**Recommendation:**

That the board approve, effective September 2026:

- 1) Phasing out the Middle Years Program International Baccalaureate (IB) at Bristol Road Middle School, commencing in the 2025-2026 school year
- 2) Offering a Middle Years Program International Baccalaureate (IB) at Glenhaven Senior Public School, commencing in the 2026-2027 school year
- 3) Offering direct entry for students in grade 8 Middle Years Programs at Bristol Road Middle School and W.G. Davis Senior Public School into grade 9 IB programs at Erindale Secondary School, Glenforest Secondary School, Harold Brathwaite Secondary School and Turner Fenton Secondary School, without having to participate in the secondary RLCP application process.

## **Overview**

### **Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

It is recommended that the current Middle Years Program (MYP) be phased out at Bristol Road Middle School. Bristol Road Middle School will not appear in the elementary RLCP application process in January 2026 and no additional students will be added into the MYP in the 2026-2027 school year.

### **Recommendation 2: Offering Middle Years Program at Glenhaven Senior Public School**

It is recommended that Glenhaven Senior Public School offer a Middle Years Program and proceed with the process of receiving accreditation from the International Baccalaureate Organization (IBO).

The boundary changes for the Middle Years Program will be presented to Physical Planning, Finance and Building Committee on June 4, 2025.

### **Recommendation 3: Direct Entry from Grade 8 to Grade 9 IB Programs**

It is recommended that students who begin the Middle Years Program in middle school have direct entry to IB programs at a secondary school based on their address. Currently, Erindale, Glenforest, Harold Brathwaite, and Turner Fenton Secondary Schools offer IB.

According to the IBO, the Middle Years Program spans grades 6-10 and students who gain admission to the MYP in grade 6 should be allowed to continue the program until its completion in grade 10.

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**Highlights:****Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

It is recommended that the current Middle Years Program (MYP) be phased out at Bristol Road Middle School. In the 2025-2026 school year, there will be students in grades 6-8 in MYP. In the 2026-2027 school year, there will be students in grades 7-8 in MYP. In the 2027-2028 school year, there will only be students in grade 8 in MYP.

**Background:**

Bristol Road Middle School is located in Mississauga and has 577 students currently registered. The school offers a Middle Years Program (MYP) with 168 seats across 6, 7, and 8 (56 in each grade) for the MYP. In addition, the school offers a French Immersion programs, with approximately 117 students currently registered.

It is recommended that the MYP program at Bristol Road Middle School be phased out. The French Immersion program will continue to operate as usual.

The impact on the school community is expected to be minimal, as many MYP students currently attending Bristol Road are not from the local area.

As of September 2026, Bristol Road Middle School will offer the MYP program only for Grades 7 and 8.

**Recommendation 2: Offering Middle Years Program at Glenhaven Senior Public School**

We are recommending that we move the MYP at Bristol Road Middle School, to Glenhaven Senior PS to ensure continued access to the MYP in the Mississauga area. It is recommended that Glenhaven Senior Public School begin offering the program.

Glenhaven Senior P.S. will apply to the IBO as a MYP candidate school in 2025. The approval process typically takes a year. Once approved, Glenhaven Senior P.S. will become an accredited MYP school, and will offer 168 seats across 6, 7, and 8 (56 each grade) for the MYP. RLCP applications in Winter 2026 for the 2026-2027 school year will only list Glenhaven Senior PS as the MYP option for students who currently reside in Mississauga.

**Background:**

- Glenhaven Sr. P.S. is a grade 6-8 school located in the Glenforest community in Mississauga. The school is currently 56 years old and was established on May 10, 1968. Glenhaven focuses on promoting student well-being and achievement through equity and anti-oppressive education frameworks. It emphasizes academic development, particularly in literacy and numeracy, while fostering a safe, inclusive environment for learning.

- Glenhaven staff conducted consultations with parents in October 2024 via a Parent Council meeting whereby parents expressed a desire to introduce a RLCP, particularly the MYP at their school.
- Both Glenhaven Senior P.S. and Bristol Road M.S. will be listed on the elementary RLCP webpage as MYP sites until Glenhaven Senior P.S. receives full accreditation and until the program at Bristol Road M.S. is completely phased out.

### **Recommendation 3: Direct Entry from Grade 8 to Grade 9 IB Programs**

The Middle Years Program (MYP), as defined by the International Baccalaureate Organization (IBO), is designed to span Grades 6 through 10. Under our current structure, some students who begin the MYP are unable to complete it because they must reapply and be selected through a randomized process to continue in the MYP in secondary school.

#### **Background:**

The Middle Years Program (MYP) is an internationally standardized program that follows the philosophy of the International Baccalaureate (IB). The International Baccalaureate Organization (IBO) structures the MYP to span Grades 6 to 10. As the only Regional Learning Choice Program (RLCP) in PDSB that covers this full grade range, direct entry is recommended only for those students in the MYP.

## **Evidence**

### **Findings/Key Considerations:**

#### **Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

Course selection data from myBlueprint shows that many students who complete the MYP in Grade 8 at Bristol Road Middle School choose to pursue high school opportunities outside of the Peel District School Board. As evidenced by the chart below:

March 2025- Transitions Data for Grade 8 MYP at Bristol Road Middle School (52 students in total):

Attending Erindale IB Program	1
Attending Glenforest IB Program	8
Attending a RLCP in the PDSB	11
Attending home school in PDSB	3
Leaving the PDSB	29

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The majority of the 52 students in grade 8 MYP at Bristol Road MS have opted to leave the PDSB to attend secondary school. Most of these students enroll in the IB program at secondary school in the co-terminus board.

### **Recommendation 2: Offering Middle Years Program at Glenhaven Senior Public School**

The proximity of Glenhaven Senior Public School to Glenforest Secondary School, which already offers the Grade 9–10 MYP, supports collaboration between the two sites. Additionally, the International Baccalaureate Organization (IBO) permits both schools to share the annual membership fee.

### **Recommendation 3: Direct Entry from Grade 8 to Grade 9 IB Programs**

Allowing direct entry from middle school MYP to secondary school MYP serves as a retention strategy to address the high number of students who leave the program before Grade 9. Course selection and Regional Learning Choice Program (RLCP) application data for Grade 8 students currently enrolled in the MYP at Bristol Road Middle School and W.G. Davis Senior Public School are as follows:

Current Bristol Road Grade 8 MYP Class by Grade 9 Destination (52 students in total)

Erindale- IB	Glenforest- IB	Other RLCP in PDSB	Home School in PDSB	Not Returning
1	8	11	3	29

Current W.G. Davis Grade 8 MYP Class by Grade 9 Destination (78 students in total)

Harold Brathwaite- IB	Turner Fenton- IB	Other RLCP in PDSB	Home School in PDSB	Not Returning
5	15	19	24	15

Most students in MYP at both Bristol Road and W.G. Davis will not be continuing in the IB program at secondary school. This means that they will not finish the MYP, despite completing more than half of the program while in middle school. In our current structure, students in MYP must complete the secondary RLCP application process and be successful through the randomized selection (if applicable) to complete the MYP.

### Program Details

### **Recommendation Two: Offering Middle Years Program at Glenhaven Senior Public School**

- The IB MYP at Glenhaven Senior Public School will develop students' key skills in communication, research, self-management, collaboration, and critical analysis. The program aligns with the Ontario curricula while fostering student agency, interdisciplinary learning, and real-world application of knowledge. Additionally, the Personal Project in

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the final year of this program will allow students to demonstrate their learning through an independent, student-driven project.

- Glenhaven Senior Public School has some of the infrastructure to support the program's interdisciplinary and inquiry-based learning approach, including equipped classrooms, diverse library resources, and a scaffolded technology integration plan.
- Some Glenhaven teachers have undergone IB training. More Teachers will take IB-recognized training to ensure effective implementation of the MYP framework.

### Program Rationale

#### **Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

The Peel District School Board offers MYP at W.G. Davis Senior Public School in Brampton. The IB program is offered at Erindale Secondary School and Glenforest Secondary School as well as at Harold Brathwaite Secondary School and Turner Fenton Secondary School.

A secondary school within the co-terminus board also offers the IB program and is located near several of our middle schools. Due to this proximity and the opportunity to continue in the IB pathway, many students from our middle schools may choose to attend that secondary school.

### Program Transition

#### **Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

Bristol Road Middle School will open the 2025-2026 school year with MYP students in grades 6-8. In the 2026-2027 school year, they will only offer grade 7 and 8 MYP, with the final MYP class graduating in the 2027-2028 school year.

#### **Recommendation Two: Offering Middle Years Program at Glenhaven Senior Public School**

Glenhaven Senior Public School will begin accepting student applications for the MYP in 2026 and will offer 56 seats for grade 6 students in the 2026-2027 school year. Pending final approval from the IBO, they will add an additional 56 seats in 2027-2028 and 2028-2029 respectively for a total of 168 MYP seats.

For additional information, please refer to Appendix 1.

#### **Recommendation 3: Direct Entry from Grade 8 to Grade 9 IB Programs**

In the 2025-2026 school year, grade 8 students in the MYP at WG Davis Sr PS and Bristol Road MS will be allowed to select MYP courses at the closest IB secondary school based on their address as part of the course selection process in myBlueprint, without having to complete a RLCP application.



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## **Program Enrolment and Boundary**

Program boundaries will be addressed at the Physical Planning, Finance and Building Committee meeting on June 4, 2025.

### **Projected Student Enrolment**

#### **Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

In the 2025-2026 school year, Bristol Road M.S. will maintain 56 spaces in grades 6, 7, 8 (each) for a total of 168 student spaces. In the 2026-2027 school year, 56 spaces will be maintained in grades 7 and 8 for a total of 112. In the 2027-2028 school, 56 spaces will be maintained in grade 8 for MYP.

#### **Recommendation Two: Offering Middle Years Program at Glenhaven Senior Public School**

In the 2025-2026 school year, Glenhaven Senior P.S. will maintain 56 spaces in grade 6 for the MYP. In the 2026-2027 school year, 56 spaces will be maintained for grades 6 and 7, for a total of 112. In the 2027-2028 school year, 56 spaces will be maintained in grades 6-8 for a total of 168 spaces in MYP.

## **Impact Analysis**

### **Equity & Human Rights Review:**

#### **Recommendation 1: Middle Years Program at Bristol Road Middle School (International Baccalaureate)**

Phasing out the MYP at Bristol Road Middle School may result in a portable no longer being used by the school as of the 2028-2029 school year.

#### **Recommendation 2: Ensuring Continued Access to Middle Years Programming for students in Mississauga (Offering a Middle Years Program at Glenhaven Senior Public School)**

The introduction of an International Baccalaureate (IB) program at Glenhaven Senior Public School presents an opportunity to address systemic inequities by offering students from diverse backgrounds access to a globally recognized and rigorous academic framework. Currently, Glenhaven Sr P.S. loses students to neighboring schools. Bristol Middle School, a school located in Mississauga hosts the MYP IB program however their grade 8 students statistically attend St. Francis Xavier Catholic Secondary School IB program, in Mississauga because of its location and proximity to Bristol Road M.S. However, Glenhaven Sr P.S. is a feeder school of Glenforest Secondary School, which also offers the IB diploma program. This migration indicates a gap in enriched programming within Glenhaven, highlighting the need for a localized IB program to retain and support student talent.



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The IB program's focus on intercultural understanding, respect, and global citizenship aligns with human rights principles and supports Peel District School Board (PDSB) policies on equity and inclusion. By creating a learning environment that centers on student identities and co-creation, the program ensures that all students feel empowered and valued in their education. For example, students from feeder schools like Forest Glen, Westacres, and Brian W. Fleming have expressed the desire for enriched programming at Glenhaven, recognizing the value of advanced learning opportunities within their community. During the October 2024 School Council meeting at Glenhaven Sr. P.S., parents and caregivers were consulted and expressed enthusiasm about the possibilities the IB program could offer. To further gauge interest, a detailed survey has been sent in April 2025 to families of Grade 4 students at Forest Glen and Brian W. Fleming.

Including student voices reinforces the necessity of this program. Students from Glenhaven's feeder schools have shared feedback during open house, noting the appeal of local RLCP at schools such as Tomken Middle School (French Immersion and SciTech) and Allan A. Martin Senior Public School (International Business and Technology program: IBT). They've highlighted their desire for an enriched program that reflects their academic aspirations and allows them to stay within their local school environment.

Additionally, students currently attending Glenhaven have voiced their interest in more global academic opportunities, emphasizing the need for programming that adds, challenges and prepares them for the future. The introduction of an IB program addresses this demand while fostering an inclusive space where diverse student perspectives are celebrated.

### **Recommendation 3: Direct Entry from Grade 8 to Grade 9 IB Programs**

Given that the MYP is structured to begin in grade 6 and end in grade 10; instituting direct entry for students in grade 8 MYP to grade 9 MYP, allows all students to have an opportunity to complete the MYP.

#### **Resource/Financial Implications:**

### **Recommendation 2: Offering Middle Years Program at Glenhaven Senior Public School**

#### School Team

Please see Appendix 2: School Team

#### Required Resources

Please see Appendix 3: Funding Request

### **Recommendation 3: Direct Entry from Grade 8 to Grade 9 IB Programs**

#### School Team

- Coordinating Principal of Student Success and Pathways Programming, Coordinating Vice Principal of Pathways Programming, Principals of MYP and IB schools, guidance staff at MYP and IB Schools.

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## **Next Steps**

### **Action Required:**

Pending Trustee Approval:

- The boundary changes will be included as part of the June 4, 2025 Physical Planning, Finance and Building Meeting

### **References:**

This includes citations to research and references in the report.

## **Appendices**

**Appendix 1 – Program Transition for Recommendation Two: Offering Middle Years Program at Glenhaven Senior Public School**

**Appendix 2 – School team for Offering Middle Years Program at Glenhaven Senior Public School**

**Appendix 3- Funding Requested for Offering Middle Years Program at Glenhaven Senior Public School**

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## **APPENDIX 1**

### **Program Transition for Recommendation 2: Offering Middle Years Program at Glenhaven Senior Public School**

Pathway chart – Provide a preliminary list of courses offered to students

Year 1 (September 2025-2026) Candidacy and consultation

Includes IB consultation, 2-day on-site visit, consultant visit report, end of consultancy report, access to the IB's Programme resource centre, direct support from the authorization department via Programme Relationship Manager

Year 2 (2026-2027) application for authorization services

2-day verification visit to the school (only one visit per candidacy is covered), a verification visit report, final authorization of the school, access to the IB's Programme resource centre, direct support from the authorization department via your Programme Relationship Manager.

Year 5 (2029-2030) Evaluation visit

## **APPENDIX 2**

### **School team for Offering Middle Years Program at Glenhaven Senior Public School**

Coordinator – Kelsey McIver – MYP certified (2024)  
Math Lead – Ed Rego – MYP Certified (2024)  
Lisa Brooks -Science  
Maria Milonas – Social studies  
Bianca -French  
Janice Ahn – Design  
Lilly Supaul – Language Arts  
Rogene Reid- Principal – MYP Certified Cat 1- Head of School (2024)

## **APPENDIX 3**

### **Funding Requested for Offering Middle Years Program at Glenhaven Senior Public School**

[Regional Learning Choices Program Funding request March 2025.pdf](#)

## PEEL DISTRICT SCHOOL BOARD

Minutes of a meeting of the Governance and Policy Committee of the Peel District School Board, held on Wednesday, May 14, 2025, at 17:30 hours. The hybrid meeting was held in the Brampton Room, the H. J. A. Brown Education Centre, 5650 Hurontario Street, Mississauga, Ontario, and by electronic means.

### Members present:

Brad MacDonald, Chair  
Lucas Alves, Vice-Chair  
Karla Bailey  
Jeffrey Clark  
Will Davies  
David Green, Ex-officio (electronic)  
Satpaul Singh Johal, Ex-officio (electronic)  
Jill Promoli

### Administration:

Jasmine Vorkapic, Governance Officer (Executive Member)  
Lara Chebaro, Superintendent, Curriculum and School Improvement  
Donna Ford, Superintendent of Education  
Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity  
  
Nicole Fernandes, Board Reporter

### 1. Call to Order

Chair MacDonald called the meeting to order.

### 2. Acknowledgement of Traditional Lands

A recording of the Land Acknowledgement was viewed.

### 3. Approval of Agenda

GC-20 moved by Jeffrey Clark  
seconded by Karla Bailey

Resolved, that the agenda be approved.

..... carried

**4. Conflict of Interest**

There were no declarations of conflict of interest.

**5. Minutes of the Governance and Policy Committee Meeting, March 19, 2025**

GC-21 moved by Lucas Alves  
seconded by Jill Promoli

Resolved, that the Minutes of the Governance and Policy Committee Meeting, held March 19, 2025, be approved.

..... carried

**6. Whistleblower Policy**

Acting Legal Counsel, Archana Ravichandradeva, noted that the revised Whistleblower Policy contained in the report is brought for recommendation to the Board for approval. The Whistleblower Policy allows for a transparent complaint process for individuals to disclose incidents of wrongdoing, and sets out a streamlined process for assessing and responding to such claims. It also sets out protection against reprisal for complaints made in good faith. Archana Ravichandradeva stated that an environmental scan of other school board policies as well as internal consultation were undertaken to revise the updated Policy. Highlights of the Policy include: details required to process a whistleblower complaint; role of the Director of Education in receiving the complaint, providing an initial response, determining staff who will review and conduct the initial assessment and investigation; guidance on frivolous or abusive complaints. Next steps will include development of accompanying operating procedures.

Noting a trustee's suggestion regarding anonymity of complainants, Archana Ravichandradeva explained that a third-party service receives the initial complaint, anonymizes the complaint and directs it to the Director of Education. The suggestion will be taken back for consideration. Replying to questions, Archana Ravichandradeva advised that complaints may be dismissed if they do not have sufficient information for follow up and investigation. She stated that the operating procedure will provide details dismissing complaints due to time having elapsed, and an investigation not serving a useful purpose. She confirmed that some organizations have high level summaries provided to their boards, and a scan of school boards will help to provide direction on these matters. A trustee's question about the application of the Municipal Freedom of Information and Protection of Privacy Act to whistleblower complaints will be followed up.

GC-22 moved by Karla Bailey  
seconded by Lucas Alves

Resolved, that the Governance and Policy Committee recommends to the Board:

That, the updated Whistleblower Policy, attached as Appendix 1, be approved.  
(APPENDIX I, refers to Item 7.1 of the Agenda)

..... carried

## **7. Concussion Prevention and Intervention Policy Implementation Report**

Presenting the report, Sumble Kaukab, Coordinating Principal, Curriculum, Instruction and Assessment, noted that the Concussion Intervention and Prevention Policy aligns with PPM 158, the Education Act, Rowan's Law, and the Ontario Physical Activity Safety Standards in Education (OPASSE), concussion safety standards, guidelines, and protocols. This Policy requires the Board to report annually on the implementation activities related to concussion prevention and interventions. Sumble Kaukab indicated that the Curriculum and School Improvement department provided Professional Learning (PL) for staff which was completed on the first PL activity day of the school year and training was tracked. PL was offered for administrators through their association, and codes of conduct for concussions and relevant training were delivered to coaching staff. Concussion education was also provided to students that participate in intra and intermural sports. Sumble Kaukab noted that the plan next year is to continue with training for staff on concussions prevention and interventions, and continue to track and manage suspected concussions for students. Responding to trustees' questions of clarification, Sumble Kaukab explained that there may be a large number of suspected concussions because staff initiate the concussion protocol whenever there is a head injury. However, head injuries do not always result in a medical diagnosis of concussion. Schools track the number of concussions, but central tracking is not yet in place. All staff are trained in concussion prevention and intervention, and staff involved with students participating in high-risk activities will receive more intensive and detailed training. Sumble Kaukab clarified that, when a concussion is confirmed, additional tools are to be managed and there are ongoing requirements by schools to ensure that students can return to learning, as well as the expectation that families are in contact with the schools.

GC-23            moved by Jill Promoli  
                      seconded by Jeffrey Clark

Resolved, that the report re Concussion Prevention and Intervention Policy Implementation Report, be received.

..... carried

## **8. Occupational Health and Safety Policy 2025**

Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity, stated that the annual update to the Peel DSB Occupational Health and Safety Policy is presented in accordance with the Ontario Health and Safety Act, which is designed to ensure workplace safety and health standards, and mandates employers to provide safe working environments free from hazards that could cause harm. Noting that all consultations with relevant stakeholders have been conducted and changes incorporated where necessary, she highlighted the notable updates, particularly definitions regarding workplace harassment and workplace sexual harassment and provisions for electronic postings of certain documents. The definitions align with those in Bill 168 and the Human Rights Code. Masuma Khangura stated that, upon approval, the Policy will be posted on internal and external Peel DSB websites. Staff will continue to review internal procedures for compliance with updates within the Policy, and the necessary training materials and programs will be developed and administered.

**8. Occupational Health and Safety Policy 2025 (Continued)**

GC-24 moved by Karla Bailey  
seconded by Lucas Alves

Resolved, that the Governance and Policy Committee recommends to the Board:

That, the Occupational Health and Safety Policy 2025, attached as Appendix 1, be approved, with an effective date of September 15, 2025. (APPENDIX II, refers to Item 7.3 of the Agenda)

..... carried

**9. Board and Committee Meeting Schedule 2025-2026**

Presenting highlights of the proposed Board and Committee Meeting Schedule 2025-2026, Governance Officer, Jasmine Vorkapic, noted that the meetings are scheduled in accordance with the Education Act, applicable regulations, Peel DSB Procedure By-law, and Committee Terms of Reference. She stated that the report includes a list view of committees, as well as calendar view. A trustee stated that she is unable to attend in person Trustee Learning Sessions scheduled on the third Wednesdays of each month. Jasmine Vorkapic will follow up with the trustee.

GC-25 moved by Jill Promoli  
seconded by Jeffrey Clark

Resolved, that the Governance and Policy Committee recommends to the Board:

That, the 2025-2026 Board and Committee Meeting Schedule, attached as Appendix 1, be approved. (APPENDIX III, refers to Item 7.4 of the Agenda)

..... carried

**10. Trustee Expense Policy: Meeting Attendance**

Jasmine Vorkapic stated that the report recommends a review of the Trustee Expense Policy regarding meeting attendance, in response to trustee inquiries about meeting attendance payments as outlined in the Trustee Expense Policy and Trustee Honoraria Policy. The report provides an overview of the current meeting attendance payment framework for trustees. Jasmine Vorkapic noted that the Ministry of Education sets legal limits on school board trustee honorarium through the Education Act, its regulations, including Ontario Regulation 357/06, Honorarium for Board Members. She explained that the Trustee Expense Policy provides trustees with the meeting attendance amount of \$50 per meeting for attending Budget Development Committee, Discipline Committee, Negotiations Advisory Committee, and Student Transportation of Peel Region meetings, so long as a trustee is a member of the committee. This Policy also states that each year the Board may review and determine if the meeting attendance amount is sufficient and if any other committee or task force attendance should become eligible or ineligible for a meeting amount. The legislative language regarding meeting attendance amounts was noted.

**10. Trustee Expense Policy: Meeting Attendance (Continued)**

GC-26 moved by Lucas Alves  
seconded by Jill Promoli

Resolved, that the report regarding meeting attendance amount be reviewed to determine if the amount is sufficient.

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Noting that some trustees have had to take time away from their work to attend lengthy Discipline Committee meetings, Board Chair Green commented that, from his conversations with the Ministry, an increase in the amount is appropriate due to the duration of such meetings. Responding to questions, Jasmine Vorkapic and Archana Ravichandradeva confirmed the administration's position that payments of more than \$50 per meeting contravenes legislation. From a strict reading of legislation, the payment of \$100 for meetings exceeding four hours in length, as permitted by the Policy, is also in contravention. They suggested that the Policy be comprehensively reviewed to align with legislation. During the discussion that ensued, a trustee noted housekeeping items to be updated in the Trustee Expense Policy.

GC-27 moved by Lucas Alves  
seconded by Jeffrey Clarik

Resolved, that staff review whether the payment of \$100 meets the legislative requirements of the attendance amount paid to a Board Member for attending a committee meeting, and report on the results of the review at a future Governance and Policy Committee Meeting, along with information on trustee expense allocations that can be rolled over each year until the fourth year of a trustee's term, and any housekeeping changes that may be required to the Trustee Expense Policy.

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Discussion on the motion referred to the need to be fiscally prudent and that, while one responsibility of Board Members is to sit on committees, this is not mandatory. Trustees can opt out of sitting on committees that conflict with their work schedule. Trustee Davies, Chair of the Discipline Committee, noted that at some meetings, several hearings are scheduled, which requires the committee members to review several discipline packages ahead of the meeting. These meetings are lengthy, and he suggested limiting the number of hearings brought to a Discipline Committee meeting. A suggestion was made that the legislated timelines for student discipline hearings can be included with the information provided through the motion.

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GC-27 ..... carried

Referring to the Trustee Expense Policy, a trustee asked about the rationale for an award or bursary to be named, and whether this is optional. The information will be brought back through the review of the Policy.

GC-26 ..... carried



**11. Adjournment**

GC-28        Moved by Will Davies  
                 seconded by Lucas Alves

Resolved, that the meeting adjourn (18:50 hours).

..... carried

..... Chair

## **MOTIONS FOR CONSIDERATION: GOVERNANCE AND POLICY COMMITTEE**

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Arising from a meeting of the Governance and Policy Committee, held May 14, 2025, the following recommendations are brought for Board approval:

**1. Whistleblower Policy**

That, the updated Whistleblower Policy, attached as Appendix 1, be approved. (APPENDIX I)

**2. Occupational Health and Safety Policy 2025**

That, the Occupational Health and Safety Policy 2025, attached as Appendix 1, be approved, with an effective date of September 15, 2025. (APPENDIX II)

**3. Board and Committee Meeting Schedule 2025-2026**

That the 2025-2026 Board and Committee Meeting Schedule, attached as Appendix 1, be approved. (APPENDIX III)

**4. Trustee Expense Policy: Meeting Attendance**

Resolved, that staff review whether the payment of \$100 meets the legislative requirements of the attendance amount paid to a Board Member for attending a committee meeting, and report on the results of the review at a future Governance and Policy Committee Meeting, along with information on trustee expense allocations that can be rolled over each year until the fourth year of a trustee's term, and any housekeeping changes that may be required to the Trustee Expense Policy. (APPENDIX IV)

Prepared by:

Nicole Fernandes  
Board Reporter

Submitted by:

Jasmine Vorkapic  
Governance Officer

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## 7.1

Governance and Policy Committee Meeting, May 14, 2025

## Whistleblower Policy

**Strategic Alignment:**

This updated policy aligns with the Peel District School Board's (PDSB) mission to address whistleblower complaints in an effective and timely manner.

**Report Type:**

Recommendation

<i>Prepared by:</i>	Archana Ravichandradeva, Acting Legal Counsel Jaspal Gill, Chief Operating Officer and Associate Director, Operations and Equity of Access
<i>Submitted by:</i>	Rashmi Swarup, Director of Education

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## **Overview**

### **Recommendation:**

That the updated Whistleblower Policy, attached as Appendix 1, be recommended for approval by the Board of Trustees.

### **Highlights:**

The updated Whistleblower Policy sets out the process for addressing complaints of wrongdoing at the PDSB. It sets out a clear process for the types of reports that can be made under the Whistleblower Policy, a process for initially reviewing complaints and determining a process for addressing them. It also sets out the definition for frivolous, vexatious or bad faith complaints.

### **Background:**

The Whistleblower Policy was last reviewed in 2018. The existing policy highlighted the need for a more streamlined process in addressing complaints of wrongdoing as well as delineated responsibilities. The revised Whistleblower Policy establishes a framework for reporting suspected wrongdoing and provides protection from reprisal for those who make such reports in good faith. This Policy reinforces the Board's commitment to integrity in governance, financial stewardship, and the provision of safe and inclusive learning and working environments. All members of the PDSB community are encouraged to disclose any wrongdoing that may adversely impact the PDSB, the PDSB's stakeholders, staff or the public at large.

This Policy does not supersede other Board policies, procedures and protocols and a person making a report may be directed to use other available complaint resolution processes.

## **Evidence**

### **Findings/Key Considerations:**

The revised Whistleblower Policy was drafted by legal counsel in consultation with internal parties and informed by feedback from the unions/associations. The revised policy was also informed by an environmental scan of related policies. The revised policy:

- Outlines a clear process for addressing whistleblower complaints
- Outlines requirements for the specific intent that needs to be provided when making a whistleblower complaint
- Details the specific role of the Director of Education to address complaints
- Outlines a process for preliminary review of whistleblower complaints and describes circumstances in which an investigation would not proceed
- Updates the existing policy by providing guidance on frivolous, vexatious or abusive complaints, ensuring staff are protected while maintaining open communication

## **Impact Analysis**

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**Equity & Human Rights Review:**

This policy was developed with an equity and human rights lens to ensure fair and accessible communication for all parties.

**Board or Ministry Policy Alignment:**

This updated policy aligns with the Education Act, existing PDSB policies including Human Rights Policy, Equity and Inclusive Education Policy, Staff Code of Conduct, Conflict of Interest Policy, and Safe and Caring Schools Policy.

**Resource/Financial Implications:**

No significant financial costs are expected.

**Legal implications:**

No significant legal implications are expected.

**Risk Assessment:**

There are potential risks if whistleblower complaints aren't properly addressed or if there is a breakdown in process or transparency. The revised Whistleblower Policy will help account for some of these risks.

**Community Impact:**

The updated policy recognizes the importance of accountability and transparent processes for whistleblower complaints.

## **Next Steps**

**Action Required:**

Approval of the updated Whistleblower Policy by the Board of Trustees.

**Communications:**

Once approved, the updated policy will be posted on the internal and external PDSB website.

## **Appendices**

Appendix 1 – Whistleblower Policy

## PEEL DISTRICT SCHOOL BOARD POLICY

### Whistleblower Policy

**POLICY ID:** LEG405

**FUNCTIONAL CATEGORY:** Legal

**RESPONSIBILITY:** Director's Office

**APPROVAL:** Board of Trustees

**APPROVAL DATE:** Click for date

**EFFECTIVE DATE:** Click for date

**PROJECTED REVIEW DATE:** 2028-2029

**REVIEW SCHEDULE:** 3 years

#### 1. Purpose

The Peel District School Board ("PDSB") is committed to safeguarding the public interest and trust in public education. Peel District School Board employees, volunteers, external organizations, contractors, service providers, and/or persons working for the Peel District School Board are expected to uphold the public trust and demonstrate integrity in all of their dealings.

The PDSB is committed to the highest standards of openness, honesty and accountability. All individuals are expected to act with honesty and integrity in the fulfillment of their responsibilities in accordance with the Board's codes of conduct, policies and procedures. The Board shall make every reasonable effort to discourage wrongdoing and shall establish and maintain internal controls to prevent and detect wrongdoing.

All persons to whom this Policy applies are expected to adhere to the procedures outlined in this Policy when making a disclosure and during any subsequent investigation.

This Policy establishes a framework for reporting suspected wrongdoing and provides protection from reprisal for those who make such reports in good faith. This Policy reinforces the Board's commitment to integrity in governance, financial stewardship, and the provision of safe and inclusive learning and working environments.

#### 2. Application and Scope

This Policy encourages the reporting of suspicions of wrongdoing and applies to all members of the PDSB community. This Policy applies to all PDSB community Members which consists of students, parents/guardians, full-time, part-time, temporary, probationary, casual and contract employees, permit holders, vendors, service providers, contractors, volunteers, visitors, bargaining agents and associations, and all other persons invited to or who work on Board property.

All members of the PDSB community are encouraged to disclose any wrongdoing that may adversely impact the PDSB, the PDSB's stakeholders, staff or the public at large. All

individuals shall be provided the opportunity to remain anonymous when reporting concerns.

This Policy does not supersede other Board policies, procedures and protocols and a person making a report may be directed to use other available complaint resolution processes.

The provisions of this Policy are independent of, and supplemental to, the provisions of collective agreements between the PDSB and its unions relative to grievance procedures, and to any other terms and conditions of employment. Any matters with compliance concerning union contracts (for example, staffing), are not matters for the Whistleblower Policy. Such concerns or questions should be directed to an immediate supervisor, the Human Resources department or the appropriate union.

The Whistleblower Policy is aligned with and supports the principles and expectations of Board policies, procedures, bylaws, including the Board's Human Rights Policy, Anti-Racism Policy and Equity and Inclusive Education Policy. At all times, this Policy should be interpreted to be consistent with the Education Act and its regulations, relevant Ministry PPMs, the Ontario *Human Rights Code*, the Municipal Freedom of Information and Protection of Privacy Act other applicable legislation and the Board's policies and procedures.

### **3. Definitions**

- 3.1 Frivolous, Vexatious or Bad Faith Complaints are complaints that are inappropriate, unnecessary, and/or brought forward without sufficient merit, solely to harass, annoy, distress, demean, embarrass, and/or humiliate the PDSB or a PDSB staff member.
- 3.2 Reprisal includes any harassment, intimidation, threats, or discipline against a person for making a report to the Board about a suspected wrongdoing by a trustee or employee of the Board with respect to the business and operations of its schools, offices, and facilities
- 3.3 Wrongdoing: For the purposes of this statement of Policy, "wrongdoing" is used to refer collectively to illegal or inappropriate conduct. Wrongdoing includes but is not limited to:
- 3.4 Fraud as defined in the Criminal Code of Canada (s. 380 (1)).
  - a) Misappropriation of funds, supplies, resources, or other assets.

- b) Any computer related activity involving the alteration, destruction, forgery, manipulation of data or unauthorized access for wrongdoing purposes, in violation of the Digital Citizenship and Use of Information Technology Resources Policy.
- c) Irregular and/or improper accounting, internal controls, or auditing practices or conduct.
- d) Conflicts of interest (personal or otherwise) influencing the objectives and decision-making of one's duties.
- e) Time theft (i.e., an act where an employee collects pay for time not actually worked).
- f) An actual or suspected violation or contravention of any federal or provincial law, regulation, Peel District School Board policies or administrative procedures, including Conflict of Interest and the Staff Code of Conduct, as it relates to the Peel District School Board.
- g) Conduct or practices that present a danger to the health, safety, or well-being of the Board's students, employees, or other parties, where applicable.
- h) Knowingly directing or counselling a person to commit a wrongdoing of illegal or inappropriate conduct.

The above list is not exhaustive but is intended to provide guidance to individuals as to the kind of conduct, which constitutes wrongdoing under this Policy. Employees who are in doubt as to whether a concern is an improper activity should contact their immediate supervisor, the third-party whistleblower service at <https://www.integritycounts.ca/org/pdsb> or the hotline at 1-866-921-6714, prior to reporting any wrongdoing.

## 4. POLICY

- 4.1 The PDSB will make every reasonable effort to protect itself against wrongdoing and will establish and maintain a system of internal control to ensure, to the fullest extent possible, the prevention and detection of wrongdoing.
- 4.2 All members of the PDSB community who have knowledge of an occurrence of a wrongdoing, or has reason to suspect that a wrongdoing has occurred, has the right and obligation to report the occurrence.
- 4.3 An individual or employee may choose to report the incident to their next level supervisor or site manager, or to a third party certified ethics (whistleblower) reporting service via web portal at <https://www.integritycounts.ca/org/pdsb> or the hotline at 1-866-921-6714.



4.4 A report under this Policy must include the following elements:

- a) a description of the wrongdoing;
- b) the name of the person or persons alleged to have committed the wrongdoing
- c) the date of the wrongdoing;
- d) (i) whether the information relating to the wrongdoing has already been disclosed, including under a different PDSB or legal process or complaint mechanism; and (ii) if a response has been received regarding (i).

4.5 Existing Reporting Mechanisms:

- a) There are existing reporting mechanisms in place to enable employees, students, parents and members of the public to make complaints to the Board under existing policies and procedures (Human Rights Policy and Operating Procedure 1, EHS 4.2 Workplace Harassment Policy, Public Concerns Policy).
- b) Any matters with compliance concerning union contracts (for example, staffing), are not matters for the Whistleblower Policy. Such concerns or questions should be directed to an immediate supervisor, the Human Resources department or the appropriate union.

4.6 This Policy does not affect or replace any duty to make a report that is required or permitted under legislation. This Policy does not affect any rights under a collective agreement, legislation, the Ontario Human Rights Code, or the Canadian Charter of Rights and Freedoms. This Policy does not supersede other Board policies, procedures, and protocols and a person making a report may be directed to use other available complaint resolution procedures and protocols.

4.7 Preliminary Review

- a) The Director of Education or their designate shall conduct a preliminary review of complaints under this Policy and determine that an investigation will not proceed in the following circumstances:
  - a) the matter would more appropriately be dealt with through another existing process or protocol;
  - b) the matter is already being dealt with through another PDSB or statutory process;
  - c) the complaint expresses disagreement with a PDSB Policy or procedure (the reporting of wrongdoing process is not designed to be an avenue for addressing disagreements with a Policy decision);
  - d) the complaint is already subject to litigation or court proceedings;

- e) the complaint is related to an employment or labour relations matter that should be dealt with through another procedure;
  - f) the complaint is frivolous, vexatious or made in bad faith;
  - g) there is insufficient information to proceed; or
  - h) so much time has elapsed between the date when the subject matter of the disclosure arose and the date when the disclosure was made that investigating it would not serve a useful purpose.
- 4.8 The Director of Education shall ensure that all reported allegations of wrongdoing or suspected wrongdoing shall be appropriately assessed and investigated where necessary.
- 4.9 The Director of Education shall determine when it is appropriate to inform the Chair of the Board, or the Board of Trustees, of an allegation of wrongdoing or the results of an investigation of wrongdoing. In addition, the Director of Education will inform the Audit Committee if it is a financial wrongdoing.
- 4.10 The Director of Education or their designate may engage the services of internal staff and/or external resources, as appropriate, to engage in the preliminary assessment or investigation into reports of Wrongdoing.
- 4.11 Employees are expected to fully cooperate with management and any others involved in the investigation and make all reasonable efforts to be available to assist during the course of the investigation.
- 4.12 All participants in an investigation of wrongdoing, including persons who make a disclosure, witnesses, and the persons alleged to be responsible for wrongdoing, shall keep the details and results of the investigation confidential, and shall not discuss the matter with anyone other than those performing the investigation.
- 4.13 Peel District School Board may develop procedures to protect the identities of all participants in an investigation of wrongdoing, including persons who make a disclosure, witnesses, and the persons alleged to be responsible for wrongdoing.
- 4.14 When a wrongdoing is confirmed by the investigation, appropriate disciplinary action shall be taken, up to and including termination of employment and/or contract where appropriate.
- 4.15 In the event of criminal misconduct, the police may be contacted as necessary.
- 4.16 Subject to the *Municipal Freedom of Information and Protection of Privacy Act* (MFIPPA) and other related legislation and Board policies, the Director of Education or their designate will notify the person who filed the report (unless it was anonymous) of the manner in which the complaint was addressed:
- a) not accepted, as the disclosure did not fall under definition of wrongdoing;

- b) accepted but not investigated under this Policy, as the disclosure was defined as wrongdoing but would be managed under another procedure; or
  - c) investigated and resolved, as the disclosure was defined as wrongdoing and investigated under this Policy.
- 4.17 If the investigation that was done in good faith is not to the whistleblower's satisfaction, then he/she has the right to report the event to the appropriate legal or investigative agency.

## **5. Reprisal**

- 5.1 This Policy prohibits reprisals or threats of reprisals against individuals or employees acting in good faith, who:
- a) report incidents of suspected wrongdoing;
  - b) seek advice about making a disclosure;
  - c) cooperate in any subsequent investigation;
  - d) act as witnesses in any subsequent investigation; or
  - e) act in compliance with the Policy.
- 5.2 A reprisal is any measure taken against an individual or employee that adversely affects their employment or appointment and includes, but is not limited to:
- a) ending or threatening to end an individual or employee's employment or appointment;
  - b) disciplining or suspending or threatening to discipline or suspend an individual or employee;
  - c) imposing or threatening to impose a penalty related to employment or appointment of an individual or employee; and
  - d) intimidating, coercing or harassing an individual or employee in relation to his or her employment or appointment.
- 5.3 A person who has reasonable grounds for believing he or she has suffered a reprisal under this Policy is entitled to make a complaint to the Board or the third party whistleblower service.
- 5.4 The Board shall investigate all complaints of reprisal under this Policy.
- 5.5 The Board shall make every effort to ensure that an individual or employee, who in good faith reports under this Policy, is protected from harassment, retaliation or adverse employment or contract consequence.

- 5.6 An individual or employee who retaliates against someone who has reported in good faith is subject to discipline, up to and including termination of employment or vendor/contractor services.
- 5.7 No person shall willfully obstruct management or any others involved in an investigation of wrongdoing.
- 5.8 Any person who willfully obstructs management or any others involved in an investigation of wrongdoing is subject to disciplinary measures including suspension or dismissal.
- 5.9 No person shall destroy, alter, falsify, or conceal a document or other thing they know or ought to know is likely relevant to an investigation of wrongdoing.
- 5.10 Any person who destroys, alters, falsifies, or conceals a document or other thing they know or ought to know is likely relevant to the investigation of wrongdoing is subject to disciplinary measures, including suspension or dismissal.

## **6. Prohibition Against Counselling Interference with an Investigation**

- 6.1 No person shall direct, counsel or cause in any manner any person to obstruct management or any others involved in an investigation of wrongdoing.
- 6.2 No person shall direct, counsel or cause in any manner any person to destroy, alter, falsify, or conceal a document or other thing they know or ought to know is likely relevant to an investigation of wrongdoing.
- 6.3 Any person who directs, counsels or causes in any manner any person to obstruct management or any others involved in an investigation of wrongdoing is subject to disciplinary measures, including suspension or dismissal.
- 6.4 Any person who directs, counsels or causes in any manner any person to destroy, alter, falsify, or conceal a document or other thing they know or ought to know is likely relevant to an investigation is subject to disciplinary measures, including suspension or dismissal.

## **7. Frivolous, Vexatious and/or Bad Faith Complaints**

- 7.1 The Director of Education or their designate may determine that a complaint under this Policy is a Frivolous, Vexatious or Bad Faith Complaint at any point in the complaint process.
- 7.2 Frivolous, Vexatious or Bad Faith Complaint are deemed to be initiated without merit. A report may not proceed to preliminary review or formal investigation if the matter is determined to be frivolous, vexatious or bad faith. Frivolous, Vexatious or Bad Faith Complaints made against PDSB employees will not be tolerated.

- 7.3 Where a complaint is deemed Frivolous, Vexatious or Bad Faith, the relevant individual will be informed and will be advised that such reports will not be condoned or tolerated by the PDSB. PDSB may implement measures to safeguard itself and its employees against Frivolous, Vexatious or Bad Faith complaints, as necessary.

## 8. Roles and Responsibilities

- 8.1 Director of Education:
- a) Implementing this Policy throughout the PDSB.
  - b) Create operational procedures for implementing this Policy.
- 8.2 PDSB Staff Members
- a) Abide by the terms of this Policy.
  - b) Co-operate with investigations and information gathering under this Policy.

## 9. Reference Documents

Digital Citizenship and Use of Information Technology Uses

Staff Code of Conduct

Staff Conflict of Interest

Expenses Policy

Human Rights Policy

EHS 4.2 Workplace Harassment

## Revision History

Review Date	Approval Date	Description
	May 27, 2014	
June 19, 2017		Revised.
November 13, 2018		Revised.
November 27, 2023		Housekeeping amendment – template migration.

Governance and Policy Committee Meeting, May 14, 2025

# Occupational Health and Safety Policy 2025

## Strategic Alignment:

This policy is aligned with the Peel District School Board's strategic plan goal of building safe, positive, and healthy climates for learning and working to nurture student and staff well-being.

This policy is required as per Section 25(2)(j) of the Ontario *Occupational Health and Safety Act*

## Report Type:

Recommendation

<i>Prepared by:</i>	Kathleen Wilson, Senior Partner Masuma Khangura, Executive Officer, Human Resources, Partnerships and Equity
<i>Submitted by:</i>	Rashmi Swarup, Director of Education

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## Overview

### Recommendation:

That the Occupational Health and Safety (OHS) Policy, attached as Appendix 1, be recommended for approval by the Board of Trustees with an effective date of September 15, 2025.

### Highlights:

- This policy is a requirement for all employers in Ontario. It must be reviewed annually as per the *Occupational Health and Safety Act*.
- This policy expresses the Peel District School Board's (PDSB) commitment to providing and maintaining safe and healthy environments conducive to learning and working for all.
- This policy fulfils the PDSB's legal requirement to have an OHS policy, as well as a workplace violence prevention policy and workplace harassment prevention policy.
- This policy has been updated in 2025 to comply with changes to the *Act* pertaining to the definition of workplace harassment and workplace sexual harassment and the provision for electronic postings of certain documents (affecting sections 3.2, 3.6, 3.7, 5.2e, 5.2f, 5.9g).

### Background:

The PDSB is committed to providing and maintaining safe and healthy environments conducive to learning and working for all. Since 1990, the PDSB has annually reviewed and approved its OHS policy made under section 25(2)(j) of the *Occupational Health and Safety Act* (the *Act*).

This policy is a requirement for all employers in Ontario. It must be reviewed annually as per the *Act*. In accordance with the PDSB's Policy Development and Review Framework this policy has been reviewed and revised with a human rights, equity, diversity, inclusion, anti-colonial, anti-racist, and an anti-oppression framework.

## Evidence

### Findings/Key Considerations:

The PDSB is committed to providing and maintaining safe and healthy environments conducive to learning and working for all in accordance with the *Act*. To improve student success and achievement, students and staff must feel safe, nurtured, welcomed, respected, and included.

This policy applies to all workplaces under the control, occupancy, and administration of the PDSB and is applicable to all PDSB workers. This policy will, at all times, be interpreted in a manner consistent with Board policies, the *Education Act*, and its regulations, relevant Ministry PPMs, the Ontario Human Rights Code, the *Act*, and other applicable legislation. This Policy is

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aligned with and supports the principles and expectations of PDSB Human Rights Policy, Equity and Inclusive Education Policy, Safe and Caring Schools Policy and the Anti-Racism Policy.

This policy expresses the PDSB's commitment to adhering to the legal responsibilities of an employer under the *Act*, as well as stating the legal responsibilities of supervisors and workers. The policy also states the PDSB's commitment to creating and sustaining work environments that are free from workplace violence and harassment in accordance with its legal obligations under the *Act*.

This policy has been written in accordance with industry standards in Ontario and legislative requirements in the *Act*. An environmental scan was performed to ensure the contents of the policy are comparable to neighbouring school boards.

## Impact Analysis

### **Equity & Human Rights Review:**

The OHS policy is based on the PDSB's commitment to the principles of anti-racism and anti-oppression. In order to support the successful implementation of health and safety programs, processes and training that are fair, transparent and accountable, anti-racist and anti-oppression approaches (i.e., bias awareness, identifying and removing systemic barriers) will be utilized.

Supervisors investigating workplace incidents and reported incidents of workplace violence, harassment, and discrimination will do so from an equity, anti-racism, and anti-oppression lens in alignment with the PDSB's commitment to these principles.

### **Board or Ministry Policy Alignment:**

This policy is written in accordance with the requirements of the *Act*. Further, the PDSB is committed to the fulfillment of the mandates set out within the Ministry of Education's Review of the Peel District School Board released March 13, 2020 and will take reasonable precautions to prevent workplace violence and harassment of any kind.

Health and safety programs that support legal compliance and the PDSB's commitment to a healthy and safe workplace will be reviewed and updated as required based on legislative changes, recommendations of the Multi-Workplace Joint Health and Safety Committee and the goal of continuous improvement to promote a safe and healthy workplace.

This policy has been updated in 2025 to comply with changes to the *Act* pertaining to the definition of workplace sexual harassment and the provision for electronic postings of certain documents (affecting sections 3.2, 3.6, 3.7, 5.2e, 5.2f, 5.9g).

### **Resource/Financial Implications:**

An approved OHS policy clearly demonstrates the PDSB's commitment to worker health and safety, which is paramount. To ensure this policy and supporting procedures and guidelines are



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implemented, monitored, and continuously improved, the PDSB has dedicated a department within Human Resources, Partnerships and Equity to ensure full implementation of the policy and organizational compliance.

**Legal implications:**

Approval of the Policy will ensure that the Board is in compliance with the *Act*, reducing the likelihood of compliance orders from the Ontario Ministry of Labour, Immigration, Training and Skills Development.

**Risk Assessment:**

Not approving this policy will place the Board in a position of non-compliance with the *Act*.

**Community Impact:**

This policy was reviewed through a human rights, equity, diversity, inclusion, anti-colonial, anti-racist, and an anti-oppression framework. This policy acts on the Board's commitment to create safe and healthy environments that benefit not only staff but students and community members. The Policy increases community and staff trust and confidence in the PDSB through transparency and compliance.

## Next Steps

**Action Required:**

- Upon approval, post the policy on both the internal and external Board websites.
- Continue to review all procedures under this policy for alignment with the policy and legislative requirements.
- Continue to develop and administer training materials/programs.

**Communications:**

A copy of this policy must be posted in a conspicuous place in the workplace where it will draw the attention of all workers. At the PDSB schools and worksites, it is posted on the Health and Safety bulletin board, typically located within staff rooms.

The policy is also communicated to workers via various electronic means, such as a "News" posting on the Board's My Site page and by email to location Administrators/Site Managers and Designated and Alternate Workers.

**Success Measures:**

This policy increases staff awareness of their legislated health and safety responsibilities and contributes to the Board's on-going goal of reducing injuries in the workplace. Legislative

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compliance reduces the risk of the Board receiving orders, fines and/or prosecutions from the Ontario Ministry of Labour, Immigration, Training and Skills Development.

## Appendices

Appendix 1 – Occupational Health and Safety Policy

## PEEL DISTRICT SCHOOL BOARD POLICY

### Occupational Health and Safety

**POLICY ID:** HAS500

**FUNCTIONAL CATEGORY:** Health and Safety

**RESPONSIBILITY:** Health and Safety Department, Human Resources, Partnerships and Equity

**APPROVAL:** Board of Trustees

**APPROVAL DATE:** Click for date

**EFFECTIVE DATE:** 9/15/2025

**PROJECTED REVIEW DATE:** 2025-2026 school year

**REVIEW SCHEDULE:** Annual

## 1. Purpose

The Peel District School Board (PDSB) is committed to providing and maintaining safe and healthy environments conducive to learning and working for all in accordance with the Ontario *Occupational Health and Safety Act*. To improve student success and achievement, students and staff must feel safe, nurtured, welcomed, respected, and included.

## 2. Application and Scope:

This policy applies to all workplaces under the control, occupancy and administration of the PDSB and is applicable to all PDSB workers. This policy will, at all times, be interpreted in a manner consistent with Board policies, the *Education Act*, and its regulations, relevant Ministry PPMs, the Ontario *Human Rights Code*, the *Occupational Health and Safety Act*, and other applicable legislation. This Policy is aligned with and supports the principles and expectations of PDSB Human Rights Policy, Equity and Inclusive Education Policy, Safe and Caring Schools Policy and the Anti-Racism Policy.

## 3. Definitions

3.1 Competent person: a person who:

- a) Is qualified because of knowledge, training and experience to organize the work and its performance,
- b) Is familiar with the *Occupational Health and Safety Act* and the regulations that apply to the work, and

- c) Has knowledge of any potential or actual danger to health or safety in the workplace.
- 3.2 Readily accessible electronic format: a standard under the *Occupational Health and Safety Act* where the employer provides workers with direction on where and how to access required information, and the information is posted in an electronic format that can be readily accessed by workers in the workplace.
- 3.3 Supervisor: under the *Occupational Health and Safety Act* is a person who has charge of a workplace or authority over an employee. At the Peel District School Board, the following persons are considered to be a supervisor under the *Act*: Director, Associate Director, Corporate Officer, Executive Lead, Controller, General Counsel, Chief Information Officer, Supervisory Officer/Superintendent of Education, Principal, Vice Principal, Manager and Supervisors.
- 3.4 Worker: means any of the following,
- a) A person who performs work or supplies services for monetary compensation;
  - b) A secondary school student who performs work or supplies services for no monetary compensation under a program approved by a college of applied arts and technology, university, or other post-secondary institution;
  - c) Such other persons as may be prescribed who perform work or supply services to the PDSB for no monetary compensation.
- 3.5 Workplace: under the *Occupational Health and Safety Act* is any land, premises, location, or thing at, upon, in or near which an employee works. For the purpose of this Policy, it also includes any place where employees perform work or work related duties, activities or functions. Schools and school-related activities, such as extracurricular activities and excursions comprise the workplace, as do Board offices and facilities (including eating, lounge/changing areas and vehicles used for work purposes or on work property). Conferences, workshops, training sessions and staff functions (e.g., staff parties, retirement celebrations) also fall within the scope of this Policy.

3.6 Workplace harassment: means,

- a) Engaging in a course of vexatious comment or conduct against a worker in a workplace, including virtually through the use of information and communications technology, that is known or ought reasonably to be known to be unwelcome, or
- b) Workplace sexual harassment.

3.7 Workplace sexual harassment means,

- a) Engaging in a course of vexatious comment or conduct against a worker in a workplace, including virtually through the use of information and communications technology, because of sex, sexual orientation, gender identity or gender expression, where the course of comment or conduct is known or ought reasonably to be known to be unwelcome, or
- b) Making a sexual solicitation or advance where the person making the solicitation or advance is in a position to confer, grant or deny a benefit or advancement to the worker and the person knows or ought reasonably to know that the solicitation or advance is unwelcome.

3.8 Workplace violence: means,

- a) The exercise of physical force by a person against a worker, in a workplace, that causes or could cause physical injury to the worker,
- b) An attempt to exercise physical force against a worker, in a workplace, that could cause physical injury to the worker,
- c) A statement or behaviour that it is reasonable for a worker to interpret as a threat to exercise physical force against the worker, in a workplace, that could cause physical injury to the worker.

## **4. Policy**

### **Occupational Health and Safety**

- 4.1 The PDSB will take every reasonable precaution to protect the health and safety of workers, students, volunteers, visitors, and those performing contracted work

on the PDSB's behalf. This shall be accomplished by ensuring that equipment, materials, and protective equipment are maintained in good condition and by providing information, instruction and supervision to protect health and safety.

- 4.2 The Occupational Health and Safety Policy and related policies and procedures reflect the PDSB's philosophies and framework, as outlined in the Plan for Student Success.
- 4.3 The PDSB is committed to the maintenance of an Occupational Health and Safety Program that complies with the Ontario *Occupational Health and Safety Act* and applicable regulations.
- 4.4 The PDSB is committed to compliance with all applicable environmental, health and safety legislation that governs the operations of the PDSB and the development and continuous improvement of plans, practices and procedures relating to occupational health and safety.
- 4.5 The PDSB recognizes and endorses the Internal Responsibility System philosophy whereby all workplace parties participate in managing environmental, health and safety issues.
- 4.6 The PDSB will ensure that all supervisors and workers understand their roles, rights, and responsibilities with respect to workplace health and safety.

#### Workplace Violence

- 4.7 The PDSB is committed to providing learning and working environments that are free from workplace violence in which all members of the PDSB community are treated with respect and dignity, and work together to achieve common goals. Workplace violence in any form erodes the mutual trust and confidence that are essential to the well-being of PDSB employees.
- 4.8 Any acts of workplace violence against or by any worker or any other person is considered unacceptable conduct and will not be tolerated.
- 4.9 The PDSB is committed to developing and maintaining a program to implement this Policy with respect to workplace violence that is in accordance with the provisions of the *Occupational Health and Safety Act* and applicable regulations.

- 4.10 In accordance with the *Occupational Health and Safety Act*, the PDSB shall assess the risks of workplace violence that may arise from the nature of the workplace, the type of work or the conditions of work, as often as is necessary to ensure that this Policy and the related program continue to protect workers from workplace violence.
- 4.11 The PDSB is committed to taking every reasonable precaution to protect workers, where it becomes aware, or ought to be aware, that domestic violence that would likely expose a worker to physical injury may occur in the workplace.

#### Workplace Harassment

- 4.12 The PDSB is committed to providing learning and working environments in which no one is subject to workplace harassment or workplace sexual harassment.
- 4.13 The PDSB is committed to developing and maintaining a program to implement this Policy with respect to workplace harassment in accordance with the requirements of the *Occupational Health and Safety Act* and the *Ontario Human Rights Code*. This program will be developed and maintained in consultation with the Multi-Workplace Joint Health and Safety Committee (MJHSC).
- 4.14 Any acts of workplace harassment shall not be tolerated.
- 4.15 A reasonable action taken by the PDSB or a supervisor relating to the management and direction of workers, or the workplace is not considered workplace harassment.
- 4.16 PDSB is committed to the fulfillment of the mandate set out within the Ministry of Education's Review of the Peel District School released March 13, 2020 and will take every reasonable precaution to prevent workplace violence and harassment of any kind. This shall be accomplished both by proactive training including anti-racist and anti-oppression approaches (i.e., bias awareness, identifying and removing systemic barriers) utilized in the workplace and by investigating reported incidents of workplace violence, harassment, and discrimination in an objective and timely manner, taking necessary action in line with PDSB policies and procedures and providing appropriate support for all affected individuals.

## Reprisal

4.17 This Policy prohibits any form of reprisal. No supervisor shall

- a) dismiss or threaten to dismiss a worker;
- b) discipline or suspend or threaten to discipline or suspend a worker;
- c) impose any penalty upon a worker; or
- d) intimidate or coerce a worker,
- e) because the worker has acted in compliance with this Policy, the *Occupational Health and Safety Act* or related regulations or an order made thereunder, has sought the enforcement of this Policy, the *Occupational Health and Safety Act* or the related regulations or has given evidence in a proceeding in respect of the enforcement of this Policy, the *Occupational Health and Safety Act* or the regulations or in an inquest under the *Coroners Act*. A worker who knowingly makes a false report or otherwise abuses this Policy may be subject to disciplinary action by the PDSB and could result in legal action.

## 5. Roles and Responsibilities

5.1 Board of Trustees

- a) Approve this Policy.

5.2 Director of Education or designate shall

- a) Assign responsibility for Occupational Health and Safety and will ensure that the PDSB's programs are implemented, maintained, and supported by proactive and ongoing staff training on occupational health and safety, discrimination, workplace harassment and workplace sexual harassment, and violence.
- b) Allocate staff and resources to support the implementation of the Policy and related procedures.



- c) Ensure the annual review of this Policy to ensure that the occupational health and safety program is maintained and implemented.
- d) Ensure the workplace harassment program is reviewed as often as necessary, but at least annually, to ensure that it adequately implements this Policy with respect to workplace harassment.
- e) Ensure that a copy of this Policy is posted in a conspicuous place, or in a readily accessible electronic format, in all workplaces, including all schools, sites, and administrative buildings.
- f) Ensure that a copy of the *Occupational Health and Safety Act* and explanatory materials, are posted within the workplace, or in a readily accessible electronic format, outlining the rights, responsibilities, and duties of workers.
- g) Ensure all employees are made aware of this Policy and supporting procedures.

5.3 Director's Council

- a) Approve procedures related to this Policy.

5.4 General Counsel and Governance Officer

- a) Provide interpretation of this Policy and related procedures.
- b) Review this Policy for compliance with legislative requirements.

5.5 Human Resources, Partnerships and Equity

- a) Responsible for the inclusion of occupational health and safety in the performance evaluation at all levels of supervision.
- b) Responsible for the inclusion of health and safety in staff professional development programs and staff orientation, including the completion of occupational health and safety awareness training that meets the requirements as set out in Ontario Regulation 297/13 and any other legislated training requirement.

- c) Responsible for providing to the Director's Office annually a summary of incidents, including violent incidents, for the purpose of identifying trends and systemic issues that may need to be addressed. This will also facilitate ongoing monitoring and evaluation of current operating procedures related to this policy.

#### 5.6 Manager of Health and Safety

- a) Develop criteria and procedures for occupational health and safety matters as well as the administration of the procedures in consultation with the Administration Health and Safety Committee (AHSC). Procedures and criteria will be guided by the requirements of all relevant Federal, Provincial and Municipal Statutes governing Occupational Health and Safety and will include anti-racist and anti-oppressive approaches (i.e., bias awareness, identifying and removing systemic barriers) utilized in the workplace.
- b) Assist the MJHSC in carrying out their function.
- c) Ensure compliance with *Occupational Health and Safety Act* and related regulations.

#### 5.7 Administration Health and Safety Committee

- a) The purpose of the Administration Health and Safety Committee is to provide input into the development of criteria and procedures for occupational health and safety matters, as well as to act on behalf of the Employer (the PDSB) in fulfilling Section 9(20)(21) of the Ontario *Occupational Health and Safety Act*, R.R.O. 1990. The AHSC shall be chaired by the Executive Officer, Human Resources, Partnerships and Equity, and be comprised of senior staff representing various departments. Representatives from the Health and Safety Department will be a resource to the AHSC. Recommendations made by the MJHSC to address health and safety concerns will be forwarded to the AHSC. The AHSC considers the recommendations and responds in writing within the prescribed timeline.

5.8 Supervisory Officers, Corporate Officers, Executive Leads, Controllers, General Counsel, Chief Information Officer

- a) Ensure workplaces comply with applicable laws, regulations and Human Rights Code.
- b) Ensure compliance with *Occupational Health and Safety Act* and related regulations.
- c) Take every precaution reasonable in the circumstances for the protection of employees.
- d) Ensure PDSB supervisors are competent persons as defined under the *Occupational Health and Safety Act*

5.9 Supervisor

- a) Ensure compliance with health and safety policies and procedures at the site level as well as all applicable laws and regulations.
- b) Advise workers, students, visitors, and those performing contracted work on PDSB's behalf of any potential or actual dangers to health and safety of which the supervisor is aware.
- c) Where so prescribed, provide a worker with written instructions as to the measures and procedures to be taken for protection of the worker.
- d) Take every precaution reasonable in the circumstances for the protection of a worker.
- e) Provide and maintain appropriate protective equipment, materials, and devices to reduce occupational illness and injury.
- f) Responsible for receiving health and safety concerns, investigating the concerns, responding to findings and implementing appropriate corrective actions in ways that uphold our commitment to anti-racism and anti-oppression.
- g) Ensure that the names and locations of MJHSC members are posted in the workplace or in a readily accessible electronic format.

- h) Ensure that the names and locations of qualified first aid persons are posted at the first aid stations.
- i) Ensure copies of the Ministry of Labour, Immigration, Training and Skills Development inspection reports and/or hygiene reports are posted in the workplace.

#### 5.10 Workers

- a) Every worker has the responsibility for protecting their personal health and safety in the workplace and to contribute to the health and safety of their fellow employees. This shall be accomplished by each person approaching their work in accordance with the legislation and in keeping with the safe work practices, which have been established by the PDSB.
- b) Every worker shall be responsible to bring to the attention of the PDSB, through their Supervisor, the existence of any unsafe work practices and conditions.
- c) Every worker shall report to their supervisor the absence of or defect in any equipment or protective device of which the worker is aware and which may endanger themselves or another worker.
- d) Every worker shall report to their supervisor any contravention of this Policy, the *Occupational Health and Safety Act* or related regulations or the existence of any hazard of which they are aware.
- e) Every worker shall use or wear the equipment, protective devices or clothing that the PDSB requires to be used or worn
- f) All workers are required to complete mandatory training required by Ontario Regulation 297/13 under the *Occupational Health and Safety Act* and its regulations; and PDSB training that addresses the Board's commitments to ensuring anti-racist and anti-oppressive workplace environments.
- g) No worker shall:

- (i) remove or make ineffective any protective device required by the regulations or by the PDSB, without providing an adequate temporary protective device and when the need for removing or making ineffective the protective device has ceased, the protective device shall be replaced immediately;
- (ii) use or operate any equipment, machine, device or thing or work in a manner that may endanger themselves or any other worker; or
- (iii) engage in any prank, contest, feat of strength, unnecessary running or rough and boisterous conduct.

#### 5.11 Multi-Workplace Joint Health and Safety Committee

- a) The PDSB recognizes that the establishment and maintenance of a Joint Health and Safety Committee plays an integral role in the realization of the goal of eliminating occupational illness and injuries. The PDSB maintains a Multi-Workplace Joint Health and Safety Committee (MJHSC) under a multi-site agreement with the Ontario Ministry of Labour, Immigration, Training and Skills Development. The MJHSC has responsibilities under the *Occupational Health and Safety Act* which are detailed in its Terms of Reference.

## 6. Appendices

Not applicable

## 7. Reference Documents

Ontario Human Rights Code

Ontario Occupational Health and Safety Act, R.S.O. 1990

Ontario Regulation 297/13

Anti-Racism Policy

Human Rights Policy

Safe and Caring Schools Policy

Equity and Inclusive Education Policy

Information, Access, and Privacy Policy

Multi-Workplace Joint Health and Safety Committee Terms of Reference

## 8. Revision History

Review Date	Approval Date	Description
	April 27, 1993	
	July 25, 1995	
	January 1, 1998	To reflect change in Board name
	April 11, 2000	
	February 25, 2003	
	December, 2005	
	June 8, 2010	Replaces former Policy 56 – Environmental Health and Safety
	August 31, 2016	
	June 19, 2017	
	September 24, 2018	
	August 27, 2019	
	December 8, 2020	
	September 30, 2021	Review and update policy as per Ministry Directives
	September 28, 2022	
April 21, 2023	August 23, 2023	Merge relevant information from EHS 1.2.2 Migrate policy to new policy template
2024		Incorporate recommendation from ESR report
2025		Update to definition of workplace harassment (3.6), workplace sexual harassment (3.7) and provision for electronic postings as per legislative update

Governance and Policy Committee, May 14, 2025

# Board and Committee Meeting Schedule: 2025-2026

**Strategic Alignment:**

*The Education Act, 1997*

PDSB Procedure By-law

PDSB Committee Terms of Reference

**Report Type:**

Recommendation

*Prepared by:* Jasmine Vorkapic, Governance Officer

*Submitted by:* Rashmi Swarup, Director of Education

## Overview

### **Recommendation:**

THAT the 2025-2026 Board and Committee Meeting Schedule, attached as Appendix 1, be approved.

### **Highlights:**

- Board and Committee meetings are scheduled in accordance with the Education Act, 1997, applicable Regulations, PDSB Procedure By-law and PDSB Committee Terms of Reference;
- Appendix 2 provides a calendar view of the Board and Committee Meeting Schedule for 2025-2026, organized by month.

### **Background:**

The Board and Committee meeting schedule was prepared in accordance with the *Education Act, 1997*, the Peel District School Board (PDSB) Procedure By-law and the Committee Terms of Reference/Governance Directives.

## Impact Analysis

### **Board or Ministry Policy Alignment:**

- *The Education Act, 1997*
- Ontario Regulations 374/10, 361/10, 472/07, 612/00, 464/97
- PDSB Procedure By-law
- Committee Terms of Reference

### **Community Impact:**

- The approved Board and Committee Meeting Schedule 2025-2026 will be posted on the Board's website to provide notice of meeting schedules.

## Next Steps

### **Action Required:**

All open session meeting schedules will be posted on the Peel District School Board website, as well as internal staff calendars on the intranet.

### **Communications:**

All open session meeting agendas will be posted on the Peel District School Board website in accordance with the notice period specified in the PDSB Procedure By-law.

## Appendices

Appendix 1 – Meeting Schedule List

Appendix 2 – Meeting Schedule - Calendar View



## **Board and Committee Meeting Schedule: 2025-2026 School Year**

### **Board Meetings**

Regular Board (BOARD) meetings (Open Session) will begin at 7:00 p.m. on Wednesdays unless otherwise noted.

- August 27, 2025
- September 24, 2025
- October 22, 2025
- November 19, 2025 – Organizational Meeting
- November 26, 2025
- December 17, 2025
- January 28, 2026
- February 25, 2026
- March 25, 2026
- April 22, 2026
- May 27, 2026
- June 17, 2026
- June 30, 2026 (Tuesday)

### **Trustee Learning Sessions**

Trustee Learning Session (TLS) closed meeting workshops will begin at 7:00 p.m. on Wednesdays unless otherwise noted.

- October 15, 2025
- February 18, 2026
- April 15, 2026
- May 20, 2026

### **Audit Committee**

Audit Committee (AC) meetings (Open Session) will begin at 2:30 p.m. on Thursdays unless otherwise noted.

- September 25, 2025
- November 13, 2025
- March 5, 2026
- June 4, 2026

## **Curriculum, Equity and Student Well-Being Committee**

Curriculum, Equity and Student Well-Being Committee (CESWB) meetings will begin at 5:30 p.m.

p.m. on Wednesdays unless otherwise noted.

- October 8, 2025
- December 10, 2025
- February 11, 2026
- May 12, 2026 (Tuesday)

## **Discipline Committee**

Discipline Committee (DC) meetings are held in Closed Session and will be scheduled once per week on Mondays at 3:00 p.m., unless otherwise noted, to ensure that appropriate due process is available to all students. Meetings will be cancelled if not required.

- |                               |                               |
|-------------------------------|-------------------------------|
| • September 2, 2025 (Tuesday) | • February 2, 2026            |
| • September 8, 2025           | • February 9, 2026            |
| • September 15, 2025          | • February 17, 2026 (Tuesday) |
| • September 22, 2025          | • February 23, 2026           |
| • September 29, 2025          | • March 2, 2026               |
| • October 6, 2025             | • March 9, 2026               |
| • October 14, 2025 (Tuesday)  | • March 23, 2026              |
| • October 20, 2025            | • March 30, 2026              |
| • October 27, 2025            | • April 7, 2026 (Tuesday)     |
| • November 3, 2025            | • April 13, 2026              |
| • November 10, 2025           | • April 20, 2026              |
| • November 17, 2025           | • April 27, 2026              |
| • November 24, 2025           | • May 4, 2026                 |
| • December 1, 2025            | • May 11, 2026                |
| • December 8, 2025            | • May 19, 2026 (Tuesday)      |
| • December 15, 2025           | • May 25, 2026                |
| • January 5, 2026             | • June 1, 2026                |
| • January 12, 2026            | • June 8, 2026                |
| • January 19, 2026            | • June 15, 2026               |
| • January 26, 2026            | • June 22, 2026               |

## **Governance and Policy Committee**

Governance and Policy Committee (GPC) meetings will begin at 5:30 p.m. on Wednesdays unless otherwise noted.

- September 10, 2025
- November 12, 2025
- January 14, 2026
- March 11, 2026
- May 13, 2026

## **Physical Planning, Finance and Building Committee**

Physical Planning, Finance and Building Committee (PPFB) meetings (Open Session) will begin at 5:30 p.m. on Wednesdays unless otherwise noted.

- September 9, 2025 (Tuesday)
- October 1, 2025
- November 5, 2025
- December 3, 2025
- January 7, 2026
- February 4, 2026
- March 4, 2026
- April 1, 2026
- May 6, 2026
- June 3, 2026

## **Parent Involvement Committee Meeting Schedule**

Parent Involvement Committee (PIC) meetings will begin at 5:30 p.m. on Thursdays unless otherwise noted.

- September 18, 2025
- October 16, 2025
- November 20, 2025
- January 15, 2026
- February 19, 2026
- April 16, 2026
- May 21, 2026

## **Special Education Advisory Committee**

Special Education Advisory Committee (SEAC) meetings will begin at 7:00 p.m. on Tuesdays unless otherwise noted.

September 16, 2025

October 14, 2025

November 18, 2025

December 16, 2025

January 20, 2026

February 17, 2026

March 10, 2026

April 14, 2026

May 19, 2026

June 16, 2026

# August 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4 Civic Holiday	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27 BOARD (7:00pm)	28	29	30	31

**AC** - Audit Committee

**BOARD** - Board Meeting  
(Closed 6:30pm, Open 7:00pm)

**CESWB** - Curriculum, Equity &  
Student Well-Being Committee

**DC** - Discipline Committee

**GPC** - Governance & Policy  
Committee

**PPFB** - Physical Planning, Finance and  
Building Committee

**PIC** - Parent Involvement Committee

**SEAC** - Special Education Advisory  
Committee

**TLS** - Trustee Learning Session

# September 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 Labour Day	2 DC (3:00pm)	3	4	5	6	7
8 DC (3:00pm)	9 PPFB (5:30pm)	10 GPC (5:30pm)	11	12	13	14
15 DC (3:00pm)	16 SEAC (7:00pm)	17	18 PIC (5:30pm)	19	20	21
22 DC (3:00pm)	23	24 BOARD (7:00pm)	25 AC (2:30pm)	26	27	28
29 DC (3:00pm)	30					

# October 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 PPFB (5:30pm)	2	3	4	5
6 DC (3:00pm)	7	8 CESWB (5:30pm)	9	10	11	12
13 Thanksgiving	14 DC (3:00pm) SEAC (7:00pm)	15 TLS (7:00pm)	16 PIC (5:30pm)	17	18	19
20 DC (3:00pm)	21	22 BOARD (7:00pm)	23	24	25	26
27 DC (3:00pm)	28	29	30	31		

# November 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
					1	2
3 DC (3:00pm)	4	5 PPFB (5:30pm)	6	7	8	9
10 DC (3:00pm)	11	12 GPC (5:30pm)	13 AC (2:30pm)	14	15	16
17 DC (3:00pm)	18 SEAC (7:00pm)	19 Organizational BOARD (7:00pm)	20 PIC (5:30pm)	21	22	23
24 DC (3:00pm)	25	26 BOARD (7:00pm)	27	28	29	30



# December 2025

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 DC (3:00pm)	2	3 PPFB (5:30pm)	4	5	6	7
8 DC (3:00pm)	9	10 CEWSB (5:30pm)	11	12	13	14
15 DC (3:00pm)	16 SEAC (7:00pm)	17 BOARD (7:00pm)	18	19	20	21
22	23	24	25 Christmas	26 Boxing Day	27	28
29	30	31				

# January 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 New Year	2	3	4
5 DC (3:00pm)	6	7 PPFB (5:30pm)	8	9	10	11
12 DC (3:00pm)	13	14 GPC (5:30pm)	15 PIC (5:30pm)	16	17	18
19 DC (3:00pm)	20 SEAC (7:00pm)	21	22	23	24	25
26 DC (3:00pm)	27	28 BOARD (7:00pm)	29	30	31	

# February 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2 DC (3:00pm)	3	4 PPFB (5:30pm)	5	6	7	8
9 DC (3:00pm)	10	11 CESWB (5:30pm)	12	13	14	15
16 Family Day	17 DC (3:00pm) SEAC (7:00pm)	18 TLS (7:00pm)	19 PIC (5:30pm)	20	21	22
23 DC (3:00pm)	24	25 BOARD (7:00pm)	26	27	28	

# March 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
						1
2 DC (3:00pm)	3	4 PPFB (5:30pm)	5 AC (2:30pm)	6	7	8
9 DC (3:00pm)	10 SEAC (7:00pm)	11 GPC (5:30pm)	12	13	14	15
16	17	18	19	20	21	22
March Break						
23 DC (3:00pm)	24	25 BOARD (7:00pm)	26	27	28	29
30 DC (3:00pm)	31					

# April 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 PPFB (5:30pm)	2	3 Good Friday	4	5 Easter
6 Easter Monday	7 DC (3:00pm)	8	9	10	11	12
13 DC (3:00pm)	14 SEAC (7:00pm)	15 TLS (7:00pm)	16 PIC (5:30pm)	17	18	19
20 DC (3:00pm)	21	22 BOARD (7:00pm)	23	24	25	26
27 DC (3:00pm)	28	29	30			

# May 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				1	2	3
4 DC (3:00pm)	5	6 PPFB (5:30pm)	7	8	9	10
11 DC (3:00pm)	12 CESWB (5:30pm)	13 GPC (5:30pm)	14	15	16	17
18 Victoria Day	19 DC (3:00pm) SEAC (7:00pm)	20 TLS (7:00pm)	21 PIC (5:30pm)	22	23	24
25 DC (3:00pm)	26	27 BOARD (7:00pm)	28	29	30	31

# June 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
1 DC (3:00pm)	2	3 PPFB (5:30pm)	4 AC (2:30pm)	5	6	7
8 DC (3:00pm)	9	10	11	12	13	14
15 DC (3:00pm)	16 SEAC (7:00pm)	17 BOARD (7:00pm)	18	19	20	21
22 DC (3:00pm)	23	24	25	26	27	28
29	30 BOARD (7:00pm)					

# July 2026

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
		1 Canada Day	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		



## 7.5

Governance and Policy Committee, May 14, 2025

# Trustee Expense Policy: Meeting Attendance

**Strategic Alignment:**

Alignment with the Education Act regarding Honorarium and reimbursement of expenses to school board Trustees.

**Report Type:**

Recommendation

*Prepared by:* Jasmine Vorkapic, Governance Officer

*Submitted by:* Rashmi Swarup, Director of Education

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## Overview

### Recommendation:

THAT the meeting attendance amount be reviewed to determine if it is sufficient.

### Highlights:

The *Education Act* sets out honoraria to be provided to trustees and for reimbursement of trustee expenses necessary to fulfil the obligations and duties of a trustee.

It is best practice to review the Trustee Expense Policy regularly to ensure compliance and that it meets the needs of the Trustees. The Policy upholds the guiding principles of equity, transparency and accountability.

The Trustee Expense Policy was reviewed in November 2023.

The Amendments to the Trustee Honoraria Policy were made in March 2025.

The Trustee Honoraria Policy is on an annual review schedule scheduled for review in 2025-26.

The Trustee Expense Policy is scheduled for review in 2026-27 and is to be reviewed at a minimum in line with every trustee term of office

### Background:

This update has been prepared in response to trustee inquiries regarding meeting attendance payments as outlined in the Trustee Expense Policy and Trustee Honoraria Policy. The purpose of this report is to provide an overview of the current meeting attendance payment framework for trustees.

The Ministry of Education sets legal limits on school board trustee honoraria through the Education Act and its regulations including Ontario Regulation 357/06: Honoraria for Board Members.

The PDSB Trustee Expense Policy provides trustees with a meeting attendance amount of \$50 per meeting for attending any meeting of the following committees of the Board, so long as the Trustee is a member of said committee.:

- Budget Development Committee;
- Discipline Committee;
- Negotiations Advisory Committee; and
- Student Transportation of Peel Region Committee

The policy also states that each year the Board may review all committees and task forces that have Trustee membership and determine if the meeting attendance amount is sufficient and if any other committee or task force attendance should become eligible for a per meeting amount or if any committee or task force should become ineligible for the per meeting amount.

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## Evidence

### **Findings/Key Considerations:**

Current and relevant legislation was reviewed and found that Ontario Regulation 357/06 Honoraria for Board Members states the following:

7. (1) The attendance amount is an amount that does not exceed the attendance amount limit of \$50. O. Reg. 357/06, s. 7 (1).
- (2) The attendance amount may be paid to a member for attending any meeting of a committee of the board that is required to be established by an Act or a regulation made under an Act.

The PDSB Trustee Honoraria Policy states:

- 4.11 In addition to the honorarium, the meeting attendance amount will be paid to Trustees in accordance with the Education Act, its regulations, and the Trustee Expense Policy.

The policy also provides that if any meeting exceeds four hours in length (excluding any time taken for a meal) the amount is increased to \$100 for that particular meeting.

## Impact Analysis

### **Legal implications:**

The Trustee Expense policy complies with the *Education Act* and meeting attendance amounts for trustees as outlined in the applicable regulation. The policy promotes financial integrity, accountability and transparency.

### **Risk Assessment:**

The policy provides rules and guidance for reimbursement of expenses incurred by Trustees as publicly elected officials.

### **Community Impact:**

The policy provides transparency on the use of public funds to carry out their duties as members of the Board. Transparency will help to build public trust and confidence in the PDSB.

## Appendices

Appendix 1 – Trustee Expense Policy

## PEEL DISTRICT SCHOOL BOARD POLICY

### Trustee Expense

**POLICY ID:** GOV104 (*Formerly Policy 75*)

**FUNCTIONAL CATEGORY:** Governance

**RESPONSIBILITY:** Legal and Governance Services

**APPROVAL:** Board of Trustees

**APPROVAL DATE:** 11/29/2023

**EFFECTIVE DATE:** 11/30/2023

**PROJECTED REVIEW DATE:** 2026-2027

**REVIEW SCHEDULE:** Minimum of every Trustee Term of Office

### 1. Purpose

The *Education Act* (the EA) provides that boards are permitted to provide honoraria to Trustees for their services. The EA further deems one-third of the annual honorarium to cover a Trustee's out-of-pocket expenses. In addition to the honorarium, the EA also provides that Boards may establish a policy to reimburse Trustees for all or part of their out-of-pocket expenses reasonably incurred in connection with carrying out the responsibilities of a board member.

It is recognized that Trustees require resources to fulfill their responsibilities of being a Trustee. These include resources for professional development, communicating with the constituency, office supplies and services, hospitality, and business travel.

The reimbursement of Trustee expenses will be guided by legislation, regulation, Ministry of Education Guidelines, and guiding principles.

### 2. Preamble

This Policy will ensure that each Trustee has access to necessary resources with which to address their ability to carry out the responsibilities of being a Trustee. Further, this Policy provides rules for reimbursement of expenses incurred by Trustees in connection with carrying out such responsibilities. As elected officials, Trustees are guardians of the public trust. The establishment of a distinct trustee expense policy promotes financial integrity, accountability, and transparency.

### 3. Application and Scope

This policy applies to all Peel District School Board (PDSB) Trustees and Student Trustees.

### 4. Guiding Principles

All expenses should be considered in the context of these guiding principles before they are incurred or reimbursed. The guiding principles are as follows:

- a) Appropriateness – all expenditures must be directly related to the role of the Trustee.
- b) Reasonableness - expenditures must follow accepted use of public funds. Expenses are consistent with common values and accepted practices and are not perceived as excessive.
- c) Integrity – the interests of PDSB takes precedence over personal interests. All purchases must follow the Conflict of Interest Policy of the PDSB.
- d) Accountability – expenditures must be reasonable and represent value for money. Personal expenses are not acceptable for reimbursement.
- e) Transparency – Trustee expenses are open to public knowledge and scrutiny. Trustee expenses are posted on PDSB's website.

### 5. Definitions

- 5.1 **Communication Expenses** – The cost of cell phone services, personalized letterhead, envelopes, business cards, advertising in media local to the constituency, newsletters, and other written materials for distribution through various methods, mass mailings within the constituency, organizing meetings for dialogue with constituents and other similar activities.
- 5.2 **Election Period** – In the year in which a municipal election occurs, the date upon which a candidate may first file their nomination until the date of the election.
- 5.3 **Fiscal Year** – September 1 to August 31.
- 5.4 **Hospitality** – The provision of food, beverage, accommodation, transportation, and other amenities at PDSB expense.

- 5.5 **PDSB employees** means all full-time, part-time and contract employees of PDSB. For the purpose of this policy, PDSB employees also include volunteers.
- 5.6 **Professional Learning** – Activities or resources that engage Trustees in continuing professional development to: be informed of current developments and issues in public education; be knowledgeable about the rapidly changing needs of students and the challenges they face in achieving personal and societal goals; integrate and embed anti-oppression practices and obtain equity and inclusion in education; and to develop and maintain essential skills to participate as effective members of a major educational governing body.
- 5.7 **Reward Program** – Any loyalty, points, or discounts from any program that offset the cost of any item or service such as Air Miles, Aeroplan, Tim Horton's rewards, etc.

## 6. Policy

### Honorarium

- 6.1 The Peel District School Board (PDSB) shall issue each Trustee an annual honorarium determined in accordance with *Ontario Regulation 357/06* and any other associated regulation.
- 6.2 In recognition of the additional duties of the Chair and Vice Chair, an additional annual honorarium will be paid to each of them in an amount determined in accordance with *Ontario Regulation 357/06*.
- 6.3 The honorarium for student trustees shall be determined in accordance with *Ontario Regulation 7/07 – Student Trustees* and any other associated regulation.
- 6.4 The honorarium amounts may be modified subject to changes in legislation or regulations.

### Meeting Attendance

- 6.5 In addition to the honorarium, Trustees are entitled to a meeting attendance amount of \$50 per meeting for attending any meeting of the following committees of the Board: Budget Development Committee; Discipline Committee;

Negotiations Advisory Committee; and Student Transportation of Peel Region Committee, so long as the Trustee is a member of said committee.

- 6.6 Trustees are entitled to a meeting attendance amount of \$50 per meeting for attending any task force formed by the Board by resolution.
- 6.7 Further, Trustees are entitled to a meeting attendance amount of \$50 per meeting for attending any committee/task force of a third party that requires a representative from the school board by legislation or regulation or which has been authorized by Board resolution.
- 6.8 If any meeting noted above exceeds four hours in length (excluding any time taken for a meal) the amount is increased to \$100 for that particular meeting.
- 6.9 Each year the Board may review all committees and task forces that have Trustee membership and determine if the meeting attendance amount is sufficient and if any other committee or task force attendance should become eligible for a per meeting amount or if any committee or task force should become ineligible for the per meeting amount.
- 6.10 Trustees shall not be eligible for a meeting attendance amount for PDSB trustee training sessions or consultations.
- 6.11 To be eligible for the meeting attendance amount, the Trustee must submit confirmation of attendance at the meeting and include the committee/task force name, date of the meeting and duration of the meeting to Legal and Governance Services within 30 days following the date of the meeting.

### **Accommodation Requirements**

- 6.12 Recognizing the valuable contribution that Trustees of differing abilities can make to education and in keeping with the Ontario Human Rights Code, reasonable expenses related to specific and appropriate accommodations needed to carry out their duties as a member of the Board may be reimbursed for any Trustee with disabilities.

### **Staff Support**

- 6.13 Trustees shall be provided with reasonable levels of staff support through the Legal and Governance Services department. The support shall include handling correspondence, assisting with preparation of notices of motions to Committees or the Board, research into materials on file of previous Board discussions, positions or resolutions, and arrangements for attendance at Professional Learning such as registration. Support does not include surveys or communications to be distributed via students or staff or mass mailings or postal services or photocopying.
- 6.14 Trustees shall be provided shared workspace at PDSB's Central Board Office.

### **Office Equipment/Technology**

- 6.15 In addition to the honorarium, at the beginning of each term, each Trustee will be provided with technology equipment from an approved list, including: a cell phone and a computer (one of desktop, laptop, or tablet) and a printer/scanner/copier (the "equipment"). Any equipment or technology provided remains the property of the PDSB.
- 6.16 In the event that a Trustee prefers to use their personal cell phone, they will not be eligible for reimbursement for the cost of the cell phone, but the monthly cost of the cell phone usage for the Trustee to carry out their responsibilities as a Board member is eligible for reimbursement.
- 6.17 Repairs to personal cell phones will not be eligible for reimbursement. The Trustee's personal cell phone will not be supported by the PDSB information technology team.
- 6.18 The equipment will be purchased through the PDSB tendered suppliers using the PDSB purchasing procedures.
- 6.19 The equipment will be supported by the PDSB information technology team.
- 6.20 The equipment is to be returned to the PDSB at the end of the trustee term or bought out by the Trustee at the equipment's depreciated value established by the PDSB finance team.



- 6.21 The loss or theft of any equipment supplied must be reported to the Risk Management office as soon as practicable following the incident.

## **Travel Expenses**

### Automobile Expenses

- 6.22 Travel costs incurred by a Trustee in the completion of duties as required shall be reimbursed based upon a per kilometer rate.
- 6.23 Without limiting the above, Trustees may be reimbursed for use of their personal vehicle to travel to and from a Trustee's residence to a meeting of the Board, or a committee or taskforce meeting for which the Trustee would be eligible to receive an attendance amount.
- 6.24 Distances within the PDSB's automated mileage reimbursement system area are based on Google Maps and are measured using the most direct route between locations.
- 6.25 The per kilometer rates, amended and published from time to time, will be based on the Canada Revenue Agency's (CRA) automobile allowance rates as described in Regulation 7306 of the *Income Tax Act*. CRA reviews automobile allowance rates on a yearly basis. A memo will be issued to all Trustees whenever there is a change in rate.
- 6.26 Costs for the use of 407ETR are not eligible expenses and will not be reimbursed.
- 6.27 The vehicle used by the Trustee must be insured at the vehicle owner's own expense for personal motor vehicle liability. It is the vehicle owner's responsibility to ensure that the motor vehicle insurance includes coverage for business use of the vehicle. PDSB will not reimburse any costs of insurance coverage for business use of a vehicle, physical damage, or liability. PDSB will not reimburse any deductible amount related to insurance coverage. In the event of an accident, Trustees will not be permitted to make a claim to PDSB for any resulting damage.

### Expenses for Other Forms of Transportation

- 6.28 Trustees may be reimbursed for all or part of their out-of-pocket expenses, incurred for travelling on specific business of the Board that requires alternate forms of transportation and/or overnight accommodation. These expenses could include mileage to and from a terminal, air travel costs (economy/coach class), train travel costs (economy/coach class), rental vehicle costs, public transportation, taxis, and accommodations. When incurring eligible costs, Trustees are to be guided by the principle that cost should be the most economical and practical options and no upgrades will be reimbursed.
- 6.29 To be eligible for reimbursement, travel cost claims must be submitted at least semi-annually and within the Fiscal Year that the cost is incurred. Itemized receipts must be included with the claim for any expenses incurred.

### **Meals**

- 6.30 Meal expenses may be reimbursed to Trustees if they conduct a meeting over a meal hour with persons other than PDSB employees or Trustees and the third-party meeting attendee has no other available time to meet. An itemized receipt together with the names of attendees must be submitted for the expense to be eligible for reimbursement.
- 6.31 For meetings with PDSB employees or Trustees that last more than four hours in length and extend over a normal meal, the cost of a meal may be reimbursed.
- 6.32 When incurring meal costs, Trustees are to be guided by the Ontario Public Service Travel, Meal and Hospitality Expenses Directive when determining a reasonable expense for a meal. In no event shall there be reimbursement for a meal expense, inclusive of taxes and gratuities, exceeding: breakfast \$20.00, lunch \$30.00 and dinner \$45.00. For meal expenses claimed for events outside Canada, the meal allowance amounts are converted to the Canadian dollar equivalent.
- 6.33 Alcohol costs will not be reimbursed as part of a meal expense.
- 6.34 Meal costs are not reimbursable if meals are provided as part of the registration fee for a conference, workshop, meeting or seminar.

### **Hospitality**

- 6.35 All hospitality events require pre-approval by the Chair of the Board of Trustees in consultation with the Director of Education. When considering a request for pre-approval of a hospitality cost, the Chair of the Board of Trustees and the Director of Education shall apply the Trustee Code of Conduct, any Conflict of Interest policy, any other relevant policy, the budget impact, the purpose of the hospitality and the reputation of PDSB. Only pre-approved Hospitality costs will be reimbursed.
- 6.36 Hospitality that may be approved include a function required as a matter of official protocol while engaging in discussion with national or international officials to advance the business and obligations of the PDSB. Costs that will not be reimbursed include office social events, retirement parties, holiday lunches, celebrations, and year-end functions.
- 6.37 Events involving only Trustees and/or PDSB employees are not considered Hospitality and any costs of such an event will not be reimbursed.
- 6.38 Hospitality costs for a spouse/partner of a Trustee will not be reimbursed.
- 6.39 Costs for alcohol or drugs will not be reimbursed.
- 6.40 When incurring eligible hospitality costs, Trustees are to be guided by the guiding principles, including those costs be reasonable, in that they should be the most economical and practical options.

### **Professional Learning Allowance**

- 6.41 Each Trustee will be reimbursed for expenses up to \$2,500 per Fiscal Year for Professional Learning. The Professional Learning Allowance is provided as encouragement for Trustees to participate in conferences, workshops, seminars, and courses and obtain resources to further their professional development and fulfil their responsibilities and obligations as a Trustee.
- 6.42 The decision to undertake specific Professional Learning shall rest with individual Trustees based on their analysis of their own needs, however, any Professional Learning undertaken shall be directly relevant to the role of school board trustees and/or the delivery of effective programs and services to students.

- 6.43 Trustees are expected to share the results of their Professional Learning with other Trustees by reporting to the Board, by circulating a written synopsis or by making materials acquired through the Professional Learning available to other Trustees.

### **Communication Allowance**

- 6.44 Each Trustee will be reimbursed up to \$1,800 per Fiscal Year for Communication Expenses. The Communication Allowance is provided as a recognition that Trustees need to communicate periodically with their constituencies. The decision to undertake specific constituency communications shall rest with individual Trustees based on their analysis of their constituencies' needs and of communication avenues normally available within their constituencies.
- 6.45 To be eligible for reimbursement, all advertising in media local to the constituency, newsletters, and other written materials for distribution through various methods and mass mailings within the constituency must be pre-approved by the Chair of the Board of Trustees in consultation with the Executive Lead, Public Engagement and Communications.

### **Discretionary Expense Allowance**

- 6.46 Each Trustee will be reimbursed up to \$3,000 per Fiscal Year for expenses related to carrying out the responsibilities of being a Trustee and are not already reimbursed by any other category in this Policy. In recognition of the extra duties of the Chair and Vice Chair of the Board, each will be reimbursed for discretionary expenses up to an additional \$1,125 and \$375 respectively.
- 6.47 Eligible expenses include office supplies, internet connectivity charges, school support or PDSB recognition events or programs, events promoting PDSB Board approved advocacy, small tokens of appreciation that are reasonable and of a nominal value for PDSB employees or school council members in recognition of special efforts (for services rendered beyond the expectations of PDSB employees' normal duties) and bereavement recognition for students or PDSB employees.

- 6.48 Costs of attendance at a retirement event or a contribution to a retirement event is eligible for reimbursement.
- 6.49 Trustees may contribute to support a school in relation to a program or project, particularly when there is a shortage of Provincial funds available for the program or project. Documentation must be provided to establish the need, details of the use for the funds and the amounts to be contributed. Contributions of this nature require preapproval from the Chair of the Board of Trustees and the Director of Education.
- 6.50 Trustees may allocate up to a maximum of \$200 per scholarship or graduation award per school for graduating secondary school students within their ward. These awards should be entitled “Trustee Award – Brampton/Caledon/Mississauga” depending on their area of responsibility.

### **Ineligible Expenses**

Without limiting expenses that may be eligible for reimbursement, the following expenses are ineligible for reimbursement:

- Alcohol
- Books, magazines, periodicals, subscriptions that have no demonstrated relation to the duties of a trustee
- Installation and/or monthly fees for TV/cable/streaming services
- Community fundraising galas or charity functions that do not directly support students in Peel
- Computer or technology equipment which does not conform with the PDSB’s standards
- Entertainment events such as theatre productions, musical performances, or other concerts except for PDSB productions
- Fees related to the development and maintenance of a personal website or social media platform

- Social events and life events such as birthdays, births, weddings, anniversaries, holiday gifts or end of year gifts
- Gifts or payments to PDSB employees or school council members excluding tokens of appreciation and bereavement recognition
- Donations to community groups
- Donations to fundraisers or other events organized through a school that are outside of work or operations funded by the Province such that teachers, parents and students are contributing from personal funds and not from Provincial funding. For example, fundraisers for families in need or gifts for families during faith celebrations.
- Donations to charitable organizations
- Donations to the Peel Learning Foundation
- Legal fees
- Personal long distance call costs
- Political activities, political membership, donations to political parties, campaigns or events
- Raffle tickets, silent auction, table prize tickets
- Retail memberships
- Accounting fees
- Insurance premiums
- Professional fees

If there is a dispute about the eligibility of an expense for reimbursement, a Trustee may appeal the decision through a request to the Audit Committee. The request shall outline the issue, reasons for the expense and the basis for the appeal. The determination by the Audit Committee of the eligibility of the expense is final.

### **Purchasing Services**

- 6.51 When possible, the PDSB's procurement processes are to be used to purchase all supplies, office furniture and equipment, advertising services and promotional items that are necessary to perform the duties of a trustee.

### **Reporting of Trustee Expenditures**

- 6.52 All expenses claimed by a Trustee will be posted on the PDSB website. The expenses may be grouped into categories and reported in aggregate amounts such as meals, mileage, Professional Learning. The expenses shall be posted within 90 days of the Fiscal Year end.

### **Budget**

- 6.53 Budgets for trustee services will be set each Fiscal Year. Unspent balances in trustee allowance accounts will be carried forward to the next Fiscal Year, save that, in the year in which a municipal election occurs, any unspent balances shall be treated like any other cost savings in the PDSB's overall budget.

### **Election**

- 6.54 The use of PDSB funds for election purposes is prohibited and not acceptable. No expenses related to a municipal election campaign, or any electoral costs shall be reimbursed.
- 6.55 The Use of Corporate Resources Policy should be referenced in relation to allowable or ineligible expenses and activities during an Election Period. During the Election Period a Trustee may not advertise in media local to the constituency, distribute newsletters, and/or other written materials for distribution through various methods including mass mailings within the constituency or organize public meetings for dialogue with constituents and other similar activities. Any expenses related to any of these activities are ineligible for reimbursement.

## **7. Roles and Responsibilities**

### **Trustees**

- 7.1 Trustees shall provide any claim for reimbursement together with itemized receipts, as soon as practicable after incurring the expense. All claims shall be submitted within the Fiscal Year that the expense was incurred to be eligible for reimbursement. All claims shall indicate the reason for the expenditure.
- 7.2 Trustees shall only claim expenses that were paid. If a Reward Program was used, only the actual paid amount shall be reimbursed and not the full value of the item or service.
- 7.3 Trustees shall review their own expenditure reports regularly to ensure that there are no discrepancies or errors. The Director of Education shall, upon request of a Trustee, produce the Trustee's own expenditure reports.
- 7.4 Where Trustees are unsure of whether an expense or event is related to their duties as a trustee prior approval before claiming reimbursement of costs should be obtained from the Chair of the Board in consultation with the Director of Education.

#### **Director of Education**

- 7.5 The Director of Education is authorized to and shall issue such procedures as may be necessary to implement this policy.
- 7.6 The Director of Education shall certify that the Trustee expense claims meet the requirements of Board policy and authorize the payment of the claim, except for the Chair of the Board. The Treasurer of the Board shall certify that the Chair of the Board's expense claims meet the requirement of Board policy and authorize the payment of the claim.
- 7.7 The Director of Education shall ensure that claims are processed in a timely manner and that reimbursement funds are deposited to the Trustee's bank account.
- 7.8 The Director of Education will post the Trustee expenses on the PDSB's website.
- 7.9 The Director of Education may appoint one or more designates to fulfil the Director of Education roles and responsibilities as outlined herein.

#### **Audit Committee**



7.10 Audit Committee shall hear and determine any dispute about the eligibility of an expense.

### **Financial Support Services**

7.11 Financial Support Services will provide a memo to Trustees advising of any change in the Canada Revenue Agency mileage rate.

## **8. Appendices**

### **9. Reference Documents**

Trustee Honoraria Policy

Use of Corporate Resources Policy

Ontario Public Sector – Travel, Meal and Hospitality Expenses Directive

Ontario Human Rights Code

## **10. Revision History**

<b>Review Date</b>	<b>Approval Date</b>	<b>Description</b>
	January 26, 2010	
April 26, 2011		Revised.
June 14, 2011		Revised.
February 25, 2014		Revised.
May 26, 2015		Revised.
June 19, 2017		Replaces former Policy 9 – Convention Policy for Trustees.
November 13, 2018		Revised.
July 25, 2019		Housekeeping Amendment.
June 22, 2022		Revised.
February 22, 2023		Revised.
November 27, 2023		Housekeeping amendment – template migration

## 11.1

Board Meeting, May 28, 2025

# Multi-Year Strategic Plan Progress Report 9.1: International Delegations and Taiwan Teach Abroad Program - Global Education in Action

**Strategic Alignment:**

Multi-Year Strategic Plan 2024 - 2028

**Report Type:**

For Information

*Prepared by:* Bernadette Smith, Superintendent of Education, Innovation & Research  
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*Submitted by:* Rashmi Swarup, Director of Education

## Overview

This report provides an update on international education initiatives at the Peel District School Board (PDSB), with a focus on the school board's engagement with international delegations throughout the 2024–2025 school year. A brief summary of the Taiwan Teach Abroad Program is included at the end of the report.

## Strategic Actions

Throughout 2024–2025, PDSB welcomed 13 international delegations. Depending on the nature of the visit, they are coordinated in collaboration with the Ontario Ministry of Education, International Education Consulates, post-secondary institutions, and/or International Agencies with the intent of strengthening educational practices through global learning exchange. As a result, education officials and system leaders seek to engage directly with our students, staff, and school sites to observe and learn from our approaches. These visits enhance global education by promoting knowledge exchange, system-level collaboration, and shared professional learning.

PDSB is internationally recognized as a leader in innovative, inclusive educational practices.

- Equity, mental health, and student well-being
- STEM and interdisciplinary learning
- Special Education and inclusive practices
- Leadership for school improvement
- Technology enabled learning

### **Delegation Purposes Include:**

- Observing innovative K–12 instructional practices
- Exploring education policy and system design
- Strengthening global partnerships
- Supporting student and teacher mobility

### **School Site Selection:**

Schools are selected in consultation with Superintendents, Associate Directors, and Director to align with the focus of each delegation. Criteria include demonstrated practices in innovation, equity, global competencies, and program relevance to the visitors' interests. Visits this year have highlighted work from across the system.

### **Student-Centered Learning Themes Observed:**

- Assessment for learning
- Digital fluency and technology-enabled collaboration
- Inclusive school cultures and identity-affirming curriculum
- Leadership development and equity-centered instruction

Many visits also support the negotiation of partnerships and formal collaborations, while fostering networking and reciprocal knowledge exchange. In essence, international delegations, particularly those within a Ministry of Education context—serve as a powerful bridge between countries, advancing shared understanding and mutual growth. Peel DSB is proud to work in partnerships with organizations such as the Ontario Institute for Studies in Education (OISE) and other globally engaged institutions to amplify this work.

At the end of the 2023–2024 academic year, PDSB launched its inaugural Taiwan Teach Abroad Program in collaboration with Foresight International Education Center (FIEC). Nine

PDSB staff led STEM and inquiry-based instruction for elementary students in Taipei. The initiative fostered professional growth, cultural exchange, and global leadership.

Due to its success, the program will expand in summer 2025 to include two cohorts and a second school site. This initiative enhances PDSB's global reputation and supports educator leadership development. The cost of these programs are fully covered by Foresight International Education Center, our partners abroad who host the Teach in Taiwan opportunities for students in Taiwan.

In addition, as a direct result of international visits sponsored by the Government of Wales, PDSB will launch an educator exchange initiative in summer 2025. This program will provide selected, interested PDSB staff with the opportunity to engage in professional learning and collaborative teaching experiences with partner schools in Wales—further strengthening bilateral ties and expanding global competencies among educators.

### **Goal 1: Student Achievement**

Improving core academic skills and preparing for future success.

#### **For Students:**

Delegations observed classroom practices that demonstrate PDSB's focus on experiential learning, assessment for learning, and innovative digital fluency models that support deeper academic engagement.

#### **For Staff:**

These visits provide Peel staff with opportunities to engage in reciprocal professional learning, reflecting on global instructional strategies and strengthening their practice through dialogue and collaboration.

### **Goal 2: Safety and Well-Being**

Enhancing safety, a sense of belonging and mental health.

#### **For Students:**

Delegation visits highlighted PDSB's commitment to mental health and student well-being, with many international partners seeking to learn from our comprehensive approaches to safe and inclusive schools.

#### **For Staff:**

Engagements with international visitors offer a sense of pride and purpose to educators, reinforcing the global relevance of their work and contributing to a supportive professional culture.

### **Goal 3: Equity and Inclusion**

Promoting discrimination-free learning environments that are identity affirming and uphold indigenous rights.

#### **For Students:**

Visitors are introduced to PDSB's equity initiatives, including the implementation of anti-oppressive practices and identity-affirming curriculum that centers student voice and lived experience.

#### **For Staff:**

Delegation dialogues provide international partners with valuable insight into PDSB's equity-driven practices, inspiring reflection on their own systems and fostering shared learning around dismantling systemic barriers and advancing inclusive education.

### **Goal 4: Community Engagement**

Engaging caregivers and community partners in supporting student success.

#### **For Students:**

Student voice and learning are placed at the center of many delegation visits, enabling students to share their experiences directly with international guests and strengthening their communication and leadership skills.

#### **For Community:**

These engagements expand PDSB's network of global education stakeholders, laying the groundwork for future collaborations, exchanges, and strategic alliances.

## **Evidence: Indicators of Progress**

During the **2024–2025** school year, the Peel District School Board will have welcomed **13** international delegations representing the following countries:

Date of Delegation Visit	Country of Delegation	Partner Organization	Sites Visited
September 14, 2024	China	Newfield Icheon Office of Education in Gyeonggido	Clarkson SS CBO
September 27, 2024	South Korea	KCR Tours	PVSS & eLearning Mtg
October 2, 2024	Saudi Arabia (KSA)	University of Toronto	CBO
October 7, 2024	Australia	Ministry of Education	CBO
October 10, 2024	Peru	OPC	Kenollie PS Forrest Avenue PS
October 5-14, 2024	Wales	International Links Local	Macville PS Bramalea SS Chris Hadfield PS Maawnjiding Wingushkeng CBO
October 15, 2024	Netherlands	De Reddergroep	Aylesbury PS Central Peel SS Stephen Lewis SS
January 16, 2025	South Korea	University of Toronto / OISE	Turner Fenton SS Glenforest SS

February 5, 6, 7, 2025	South Korea	Jeju Provincial Office of Education	CBO Leadership Whaley's Corners PS CoLab <i>PDSB Professional Library</i> <i>STEM &amp; Let's Talk Science</i>
February 6, 2025	Taiwan	Ontario Virtual School (OVS)	PVSS - Cherry Tree MS
April 2, 2025	England	UK House of Commons Education Select Committee	West Credit SS
May 12-16, 2025	Wales	International Links Local	North Park SS Parkway PS Tomken MS Black Centre of Excellence CBO
Friday, May 30, 2025	Taiwan	Foresight	CBO

## **Appointment of Trustees to the Ontario Public School Boards' Association (OPSBA)**

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That two Trustees be appointed to serve on the Ontario Public School Board Association (OPSBA) Board of Directors for a term beginning in June 2025 until June 2026, or until a successor is appointed; and

That two Trustees be appointed to serve as Alternates on the OPSBA Board of Directors for a term beginning in June 2025 until June 2026, or until a successor is appointed.

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