

HWDSB

PIC Meeting
November 11th, 2025
Minutes

Members Present: Kailey Crowther, Andrea Hamilton-Coulson, Adriana Harris, Mohamed Khamis, Heather Lambert-Hillen, Amanda Levesque, Amanda Lloyd, Tim Louks, Sue-Anne MacQuarrie, Amanda Neale-Robinson, Heidi Oglesby, Meghana Oza, Mike Palma, Michele Quinn, Leora Sas Van Der Linden, Danielle Schwalm, Meagan Shanahan, Emma Simpson, Cindy Stranak, Leigh Ann Sutherland, Jeffrey Sykes, and Lisa Veloce. Trustees Amanda Fehrman and Abby Zaitley.

Regrets: Matthew Adams, Mani Bhandari, Kristina Collier, Erin Copeland, Kruti Desai, Cheryl Hue, Damian Kalu Ude, Vanessa Ozer, Christine Sandor and Terry-Ann Virtue.

Agenda Item	Decision/Action Taken	Person(s) Responsible
Call to Order	The meeting was called to order at 6:30 PM.	Amanda Lloyd
Land Acknowledgment	South Meadow Elementary School	Paul Denomme
Acknowledgement	Indigenous Veterans Day, November 8, 2025 Remembrance Day, November 11, 2025	Amanda Lloyd
Welcome & Staff Update	Guest Speakers: Beth Woof and Robert Malatest.	Amanda Lloyd
Approval of the Agenda	Heather Lambert-Hillen- Requested clarification regarding the inclusion of the Declaration of Conflict of Interest item on the agenda. Amanda Lloyd explained that she proposed keeping this item to the agenda to ensure transparency, as members may not yet be familiar with each other's roles and affiliations within the community. She expressed openness to further discussion on the matter. Amanda Levesque/Mike Palma moved the agenda be accepted. CARRIED.	Heidi Oglesby
Approval of Minutes (September 9 th , 2025)	Amanda Lloyd requested that the minutes be updated to reflect the designation of the Chair and Vice-Chair. Tim Louks/Amanda Levesque moved the minutes to be approved.	Heidi Oglesby
Introduction of New Member	The Committee welcomed Vanessa Ozer as a returning member.	Amanda Lloyd
Old Business/Updates	<u>Status update on the letter</u> PIC Chair reviewed next steps regarding the letter related to Bill-33. The mover of the original motion expressed concern that the original letter wasn't sent to all board members. The	Amanda Lloyd

	<p>Chair advised that the letter being sent to the Ministry will be provided to the Board of Trustees at a later date.</p> <p>The Chair outlined the letter will only be sent if time permitted (the Bill-33 has not been passed).</p> <p>Amanda Lloyd motioned that the letter from PIC be sent directly to the Ministry.</p> <p>In favour: Amanda Levesque, Leigh Ann Sutherland, Danielle Schwalm, Meagan Shanahan, Michele Quinn, Tim Louks, Amanda Neale-Robinson, Andrea Hamilton-Coulson, Emma Simpson, Mohamed Khamis, Mike Palma.</p> <p>Opposed: Heather Lambert-Hillen, Kailey Crowther, Sue-Anne MacQuarrie.</p> <p>Abstained: Leora Sas Van Der Linden</p> <p style="text-align: right;">CARRIED.</p> <p><u>Pro Grant Funding</u> The application deadline is November 21st 2025. A report will be presented to PIC at the December meeting.</p> <p><u>School Council Networking Session</u> An opportunity for school councils to connect, share ideas, and collaborate. Scheduled for January 13, 2026. Reminder email will be sent out towards end of November.</p>	
Declaration of conflict of interest	None.	Amanda Lloyd
Business Arising from the Minutes	<p>Heather Lambert-Hillen proposed initiating edits to the bylaws.</p> <p>Amanda Lloyd informed that to do that PIC needs to form a subcommittee to conduct a review and bring forward recommendations to PIC for consideration and voting. Any amendments require a two-thirds majority vote from PIC members. The proposed motion did not pass, as the required two thirds majority was not achieved.</p> <p>It was noted that the bylaws stipulate a minimum review period of three years. The discussion has been postponed to the December meeting and will be included on the agenda.</p>	Amanda Lloyd
New Business	<p>a) <u>Program Strategy Review- Introduction by Beth Woof and Presentation by Rob Malatest (90-minute presentation).</u></p> <p>Beth Woof provided and update and background on the Elementary Program Strategy, Secondary Program and Elementary French Immersion Location Strategy and Application Process which have been reviewed by R.A. Malatest & Associates. Beth Woof outlined key milestones:</p> <ul style="list-style-type: none"> • 2024- Trustees passed a motion to initiate a Program Strategy Review, with focus on 	Beth Woof and Robert Malatest

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the Multi-Year Strategic Plan (MYSP) and Equity Lens.

- **September 2025**- Analysis and validation stage.
- **December 11, 2025**- Malatest will present the final report to Program Committee.

Please refer to the following [link](#) to review the Malatest's presentation.

Mike Palma/Michele Quinn moved that the meeting be extended by 20 minutes.

CARRIED.

Questions/Comments

- **Presentation Feedback**

The presentation was described as very informative; however, it included numerous acronyms (e.g. SHSM- Special High Skills Major), which may require further clarification for parents/guardians.

- **Program Clarity for Families**

It was noted that additional explanation is needed to help parents/guardians better understand the various programs being discussed.

- **Objectivity in Indigenous Education**

Concerns were raised about the presentation's objectivity regarding Indigenous Education. It was clarified that the review is based on the tools and data available to Malatest. The final report, including recommendations, will be submitted to Management and then to the Trustees, who will determine which recommendations to implement. Malatest's role is to support recommendations with as much data as possible, with over 7,000 participants involved in the research.

- **Data Scope and Limitations**

A question was raised about how far back the data goes. The review includes five years of data related to debt, trends, and graduation rates. However, some data provided by the Board covers only one year, depending on availability. For certain programs, reports dating back to 2026 were accessed. It was noted that Ontario's data systems are not as robust as those on other provinces. Part of the review includes identifying what data the Board should collect moving forward.

	<ul style="list-style-type: none"> • Student Engagement A question was asked about why students were not re-engaged. It was explained that the student survey process followed Board guidelines and included focus groups for both elementary and secondary students. • Equity in Program Access Concerns were raised about perceived advantages for students attending Westmount compared to other high schools. This issue appears to stem from the student application process. • Survey Distribution and Consent It was noted that parental consent was required for students to receive the survey, including providing a student email address. Some parents reported not receiving the survey; however, it was confirmed that the survey was distributed centrally to all parents in May and June 2025. • Application versus Lottery Process Some elementary focus programs have transitioned from an application-based process to a lottery system. • Access to Presentation The Malatest presentation will be made available on the Engage website shortly. 	
Trustee's Report	<ul style="list-style-type: none"> • Malatest Presentation to Trustees Malatest presented the Program Strategy Review to the Board of Trustees on November 10, 2025. The final recommendations are scheduled to be brought forward on December 11, 2025, to Program Committee. • Boundary Reviews Boundary reviews have commenced for the new schools in Binbrook and Waterdown, and the process is progressing well. • Policy Updates During the most recent Board meeting, Trustees reviewed and approved minor wording updates to the Boundary Review Policy, The Employee Expenses Policy and Trustee Expenses Policy. • On November 1, 2025, last Saturday, Trustee Fehrman, Buck, Zaitley and Chair Miller, attended the OPSBA Regional meeting. Trustees participated in discussions related to advocacy and the associations a plan for their governance restructuring. • Remembrance Service at Education Centre The service was attended by Chair Miller, Trustee Buck and Fehrman as well as Students Trustees Shakowennakara:tats Hillen and Trustee Evelyn Watson. Presentation from Sir William Osler and Glendale students. 	Trustee Fehrman

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Representative Committee Reports	<p><u>Hamilton-Wentworth Council of Home & School Associations</u></p> <ul style="list-style-type: none">• Heather Lambert-Hillen provided an updated on the Hamilton-Wentworth Council of Home & School Associations. The Council held its first meeting of the year virtually, during which executive elections took place. Heather Lambert-Hillen was elected as Council President, and Reasa Diab assumed the role of Treasurer. The Ontario Federation of Home School Associations (OFHSA) will be having a conference in May in Hamilton. <p><u>Rural Schools Community Advisory Committee</u></p> <ul style="list-style-type: none">• Amanda Lloyd noted that the committee met on October 22, 2025.	Amanda Lloyd
Next Meeting	December 9, 2025, at the Education Centre, hybrid meeting at 6:30 PM.	Amanda Lloyd
Adjournment	<p>Kailey Crowther/ Leora Sas Van Der Linden moved that the meeting be adjourned.</p> <p>The meeting adjourned at 8:43 PM.</p> <p style="text-align: right;">CARRIED.</p>	Amanda Lloyd