



KNOWLEDGE NETWORK for STUDENT WELL-BEING

Knowledge Network for Student Well-Being

Terms of Reference for Communities of Practice

1. The Knowledge Network for Student Well-Being (KNSWB) is a project of the Hamilton-Wentworth District School Board in partnership with the Offord Centre for Child Studies at McMaster University.
2. The objective of the partnership is to mobilize evidence to inform practices designed to improve student well-being. The partnership will connect front-line educators with leaders in the field, in order to enhance uptake of evidence-based practices that support improved well-being and educational achievement. Additionally, the KNSWB will ascertain problems of practice identified by educators and school administrators, and engage researchers in studying those problems of practice.
3. In order to carry out these objectives, the KNSWB has invited four organizations to join the project as communities of practice (CoP). Each organization brings expertise and knowledge of one of four policy areas that are foundational to student well-being in every school in Ontario: *equity and inclusive education, healthy schools, mental health, and safe and accepting schools*.
4. Each of these organizations will continue as independent organizations according to the statutes, bylaws, or charters by which they were established, and will continue with the purposes and/or work outlined. The KNSWB shall not act on their behalf and the Communities of Practice shall not act on behalf of the KNSWB.
5. Each CoP will submit yearly an Annual Implementation Plan and the accompanying Budget for that Implementation Plan. The budget for the year 2017-2018 shall not exceed \$25,000. All expenditures must comply with the [Ontario Broader Public Sector Expenses Directive](#) and with the [Ontario Public Service \(OPS\) Travel, Meal and Hospitality Expenses Directive](#).
6. The CoP Annual Implementation Plan will outline activities that are aligned with the “Proposal for a Well-Being Network” as submitted and approved by the Ontario Ministry of Education in September 2016.
7. Annually, each CoP will be asked to report this data in a *CoP Annual Report* that will detail the outcomes of the activities of the CoP and gauge the extent of impact. Also detailed in this report will be the budget expenditures.
8. Each CoP will nominate two representatives to the KNSWB Steering Committee. This committee shall meet at least two times annually to plan and coordinate activities of the KNSWB.