

PRESENT:

Trustees: Chair Randy Campbell, Vice-Chair Kelley Robertson, Greg Agar, Janet Barnes, Jane Bryce, Ruth Ann Dodman, Jack Fletcher, Roberta Northmore, Angela Richards, David Shortt, and joining virtually, Malinda Little,

Student Trustees: Graysen Bathe-Minard, Darshan Shah, and Makaiyah Stonefish

Staff: Director of Education John Howitt, Associate Director Brian McKay, joining virtually, Superintendents of Education Angie Barrese, Emily Dixon, Gary Girardi, Ben Hazzard, and Mary Mancini, and Public Relations Officer Caress Lee

Regrets:

Recording Secretary: Bonnie Gotelaer, Executive Assistant to the Director

Call to Order: Chair Campbell called the meeting to order at 7:00 p.m.

#2024-50
Approval of the Agenda Moved by Greg Agar, seconded by Ruth Ann Dodman,

“That the Agenda for the Regular Board Meeting of February 27, 2024, be approved.”

CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgment.

Declaration of Conflict of Interest None.

#2024-51
Approval of the Minutes
Feb/27/2024 Moved by Jane Bryce seconded by Roberta Northmore,

“That the Board approve the Minutes of the Regular Board Meeting of February 27, 2024.”

CARRIED.

Business Arising None.

Motions Emanating from the Regular Board Private Session None.

#2024-52
Action of the Regular Board Private Session be the Action of the Board Moved by Kelley Robertson, seconded by Jack Fletcher,
“That the Action of the Board in Private Session be the Action of the Board.”

CARRIED.

Delegations None.

#2024-53
Proposed Revisions to the
LKDSB Procedural By-
Laws Report B-24-52

Moved by Jack Fletcher, seconded by David Shortt,
“That the Board approve the revision of Sections 3.1, 3.14, 3.17, and Section 15.4 of
the LKDSB Procedural By-laws.”

Director Howitt noted this was a Notice of Motion from last meeting. He relayed Section 3.1 clarifies that the Lambton Kent District School Board will hold Board Meetings during the months of the school year with no meetings in the summer months. He explained the organizational meeting was moved to November which created three meetings in a row with a business meeting held in December and this caused difficulty in having agendas to fulfill those meetings. The meeting schedule has been changed to reflect one business and one organizational meeting in November and one business meeting in December.

Director Howitt relayed Section 3.14 captures in LKDSB by-laws that presentation materials would be circulated for delegations that are approved and that they would not be a part of the agenda package but would be circulated separately. It is the Chair’s discretion when reviewing to determine the presentation did not contain a slide that may have legal ramifications and if unsure, legal advice could be sought. Director Howitt noted Section 3.14 clarifies that sensitive material may not be circulated to the Student Trustees but would be circulated to elected Trustees who are elected through the Municipal Act as well as the Indigenous Trustee as explained in the LKDSB Procedural By-laws.

Director Howitt noted Section 3.17 uses more appropriate terminology of business days as opposed to working days and covers statutory holidays.

Director Howitt indicated Section 15.4 explains the change regarding the Director’s Performance Appraisal. He explained there may be further motions if necessary to change Section 15.4 and recommended to revise this section in the interim.

A Trustee asked regarding Section 15.4, if the entire Performance Appraisal will be taken out of the By-Laws and legislation is then followed, noting that the LKDSB Board has indicated over the years this should be a part of the By-Laws.

Director Howitt noted questions regarding the new process will be answered in upcoming webinars. He explained his recommendation includes keeping the items that the LKDSB has discretion on in the By-Laws. Director Howitt noted if Section 15.4 is rescinded, and with the recent renewal of the Director of Education’s contract, the Chair and Vice-Chair have discussed that this is not the year to begin the new process and the contract renewal be considered a Performance Appraisal due to the overlap.

A Trustee noted that after reading the regulation it is suggested to take time to complete it right.

CARRIED.

#2024-54
Disposition of Surplus
Property – 92 Churchill St.,
Chatham (John N. Given
Learning Centre)
Report B-24-53

Moved by David Shortt seconded by Ruth Ann Dodman,

“That the Lambton Kent District School Board declare the property at 92 Churchill St., Chatham (John N. Given Learning Centre) surplus to the Board’s needs and to dispose of the property in accordance with the requirements in Ontario Regulation 374/23: Acquisition and Disposition of Real Property.”

Associate Director McKay explained when John N. Given and Tecumseh Public School were consolidated, it was determined that there was great value in keeping and operating the John N. Given building, renamed the John N. Given Learning Centre, which provided support to students in the LKDSB and in Adult and Continuing Education. Associate Director McKay provided an explanation that there is significant cost to maintain and operate the school including grass cutting, cleaning and parking lot cleaning. He relayed that there has been no continued funding from the Ministry of Education, and it would reduce expenditures that would not directly impact schools or students by declaring the property surplus. Associate Director McKay explained the disposition of the property would be necessary in accordance with the requirements in Ontario Regulation 374/23: Acquisition and Disposition of Real Property. He further explained Trustees would need to declare the property surplus.

Associate Director McKay relayed that if Trustees declared the property surplus, there is then a process that would be followed, with the involvement of the Minister of Education, beginning with offering the property for sale to the coterminous board or the Municipality of Chatham Kent with childcare or long-term care as possible uses for the building.

A Trustee asked where the funds go after the disposition and what the funds are used for. Associate Director McKay explained the proceeds of the disposition go directly into the LKDSB accumulated surplus accounts and can only be used for Capital projects such as major additions or the opening of a school, such as the school build in Forest, and requires the approval of the Ministry of Education. He indicated that Trustees would be notified if the proceeds of disposition were requested to be approved for a specific purpose.

A Trustee asked the size of property. Associate Director McKay noted the property is approximated 6-7 acres including the building and school yard and the intent would be to keep it as one property in its entirety.

A Trustee asked what the role of the Minister of Education is in the process.

Associate Director McKay explained a staff member of the Ministry of Education would monitor the process and recommend next steps to the Minister of Education and that community needs being met is the Minister's goal.

A Trustee asked if the timelines including the outlining of deadlines have changed and is this an effort to streamline with the Ontario Regulation 374/23: Acquisition and Disposition of Real Property as opposed to the previous regulation 444/98 Disposition of Surplus Real Property and Acquisition of Real Property. Associate Director McKay relayed the new process includes a deadline of disposition of 120 days and once approved by the Minister of Education, negotiations with an interested party could be extended by 90 days and the property is required to be disposed of in fair market value.

A Trustee indicated a concern could include the Minister of Education using the property to build new homes and indicated that the Surplus Sites Committee could be included in the work. Associate Director McKay noted the Surplus Sites Committee has been used for consolidation work and in the future if the moratorium lifts, there would be multiple properties which would elicit discussion with the committee to determine which properties would be surplus.

A Trustee asked the duration of time in keeping vacant land. Associate Director McKay explained properties have been purchased in areas of growth and vacant land has a 10-year duration.

Director Howitt indicated information is listed on the LKDSB website with links to the LKDSB Surplus Sites Committee Regulations.

A Trustee asked about the tenants in the building and how many would be affected. Associate Director McKay relayed that all tenants received ample notice and have vacated the building. He continued explaining the day care will remain with the building and will go through transition with the new owner.

CARRIED.

Audit Committee Report
Report B-24-54

Trustee Shortt relayed the Audit Committee met on March 18, 2024. He explained Associate Director McKay provided an update on an internal audit which Trustee Shortt explained is focused on Program Funding and Expenditure Analysis and is a comparative audit with the Avon Maitland and Grand Erie District School Boards and a full report in would be available in June.

Trustee Short noted in the Committee self-assessment that is mandated by the Ministry of Education, the score wasn't as high as desired in areas of ethics and compliance and the Committee took this opportunity to have Associate Director and Director of Education explain the history and background of protocols and practices of the Board particularly in the Code of Conduct and reporting process.

Trustee Shortt noted status update in filings for year-end for 2022-2023 and all were filed on time with Ministry. Financial statements with remedy payment that changed statement after committee met but were handled properly and in good standing. Next meeting June 10, 2024.

Indigenous Liaison
Committee Report
Report B-24-55

Trustee Northmore noted the committee met on February 21, 2024, and that Trustee Shortt attended to familiarize himself with the people on the committee and the workings on the committee and two of four First Nations were in attendance.

Eelünaapéewii Lahkéewiit Moraviantown noted a secondary student support worker will be working in Ridgetown District High School, Chatham Kent Secondary School and John McGregor Secondary School and a Language Coordinator has been hired. Trustee Northmore indicated Bkejwanong First Nation received approval to include creating a fish hatchery and a sugar shack in curriculum.

Trustee Northmore updated the committee on possible student suspensions for immunization records not up to date, Math Achievement program, Grade 9 EQAO test results, budget challenges including transportation costs and virtual learning and noted that discussions have taken place with Eelünaapéewii Lahkéewiit Council regarding the Education Perfect Program with upcoming discussions to occur with Kettle and Stony Point and Aamjiwnaang First Nations.

Trustee Northmore noted the 2022-2023 Board Action Plan has been finalized and awaiting signatures.

Trustee Northmore relayed that a Secondary Support Worker will be hired and will be connected to Northern Collegiate Institute and Vocational School, Alexander Mackenzie Secondary School and Aamjiwnaang First Nation Community.

Trustee Northmore explained there have been Black Student Voice and 2SLGBTQ+ Student Voice Advisory Committees established in both Lambton and Kent counties and their next meeting is March 20, 2024.

Trustee Northmore indicated discussions continue with Chartwells and Kettle and Stony Point and will bring more information forward and that the next Indigenous Liaison Committee meeting will be held Wednesday, April 17, 2024.

Ontario Public School
Boards' Association
Update (OPSBA)
Report B-24-56

Vice-Chair Robertson noted the OPSBA board meeting was held March 1 and 2nd, 2024 and shared information regarding Take Your MPP to School Week held May 21-24, 2024.

Vice-Chair Robertson reminded Trustees and Student Trustees of the OPSBA Western Region meeting on April 6, 2024, which includes a tour of an enhanced construction job skilled program.

A Trustee asked if Take Your MPP to School Day is an opportunity that is generally undertaken. Director Howitt noted that there are opportunities to be in contact with MPP's any time throughout the year and noted if a Trustee would find interest in this, it could be coordinated to attend with a Superintendent or the Director.

Vice-Chair Robertson noted the next OPSBA meeting will be held April 26, 2024, and April 27, 2024.

A Trustee noted an OPSBA provincial update in advocacy regarding school nutrition and thanked those who have asked for national food funding and asked if the LKDSB has sent a letter?

Director Howitt noted a letter has been sent in support in the past and shared that in advocacy the letter for support was sent for a nutrition program as opposed to directly requesting support for lunch. He relayed that Ontario Student Nutrition Program (ONSP) funds some of our nutrition programs. Noelle's gift provides funds to OSNP which are dispersed to schools to help support breakfast and snack programs offered in LKDSB schools.

Vice-Chair Robertson noted in recent school visits, the flexibility of having granola bars and fresh fruit with grab and go items is likely much easier with a longer shelf life and it was user friendly with walking down the hall and picking up a piece of nutrition and the open availability erases the stigma of food insecurity.

A Trustee noted the OPSBA report provides a link to the letter.

Parent Involvement
Committee
Report B-24-57

Director Howitt highlighted that the first of four sessions in supporting parents/guardians with Ann Douglas was held on March 18, 2024. He indicated the desire to have greater attendance and there would be further sessions advertised. Director Howitt explained the Parent Involvement Committee received information regarding Black History Month, LKDSB Website Refresh, Virtual Learning Option, Director's Annual Report, Student Achievement Plan and an update on the upcoming Solar Eclipses.

A Trustee participated in the first session with presenter Ann Douglas and relayed they found the speaker presented very well with informative materials and despite the low attendance, commended the Parent Involvement Committee on the work done to provide this to school communities.

Special Education
Advisory (SEAC) Report
Report B-24-58

Trustee Little noted report February 15, 2024, meeting held election for Chair and Vice-Chair. Chris King was re-elected to the position of Chair and Trustee Little was re-elected to the position of Vice-Chair.

Trustee Little noted presentations were delivered regarding the LKDSB Math Action Plan and Settlement Workers in Schools (SWIS). Trustee Little explained some of the services offered to newcomer families. Trustee Little noted Psychoeducational Assessments are not translated in any other languages and are only provided in English and that advocacy needs to happen to have these assessments done in multiple languages to be more inclusive.

A Trustee asked if there are equivalent roles in Sarnia Lambton for the Adult Language and Learning Chatham Kent Settlement Workers. Superintendent Dixon

2023-2024 Student
Achievement Plan Public
Report Template
Report B-24-59

indicated there are workers in two separate organizations with one in Queen Elizabeth Public School Sarnia and Great Lakes Secondary School.

Director Howitt relayed the Student Achievement Plan Template will be available on the LKDSB website and notification will be sent to the Ministry of Education of its availability. He noted the formatted document is prepopulated by the Ministry of Education and is AODA compliant. Director Howitt explained there are some fields that are blank or may state data forthcoming or N/A with the two indicators shared with Trustees previously where the data will be collected through spring EQAO student questionnaires with responses from students who finish the assessment in grades 3, 6, 9 and 10.

Director Howitt noted all the data which is trailing data in the document, has been shared with the public in various formats and will serve as baseline data which will make comparisons consistent. He explained some of the data is reliant on OnSis reporting which is submitted to the Ministry of Education and includes such items as enrollment and suspension rates and to enable a provincial comparator requires the entire province to complete the submission process which he explained takes a significant amount of time.

Director Howitt noted on the second page of the template there are columns that state Additional School Board Measures, How Our School Board Performs and Actions our School Board will take to improve and he further clarified the information provided on Achievement and the Measures and Results regarding School Board Performance and the Provincial Performance and explained the items with N/A are present as there have not been additional indicators in any of the three foci area. Director Howitt relayed the LKDSB has already reported annual actions steps as outlined in the Operational Plan. He continued to explain there will be a link to the 2023-2024 LKDSB Operational Plan on the webpage where the Student Achievement Plan is located and noted the current Operational Plan does not display goals for suspensions and that indicator will be added in future Operational Plans.

A Trustee thanked Director Howitt for the explanation prior to receiving the template as it helped in understanding it once presented and the explanation to trailing data in the response of N/A on the document and suggested that the communications such as one-liners could help and asked if there is latitude to allow that.

Director Howitt noted the information is available and is not copied from the Operational Plan is already in place that allows the reader to see description to help with understanding.

Director Howitt relayed that the LKDSB is always ready to improve and expressed that areas of celebrations or areas of where the board will improve would be a welcome heading, especially for boards who are above the provincial average rather than the existing heading Actions our School Board will take to improve.

A Trustee asked if the boxes on the first page stating data forthcoming are updated weekly or monthly. Director Howitt noted this document will remain static until April 2, 2025, when it is updated, and a new template is received from the province at that time.

A Trustee noted that in interpreting student suspension rates speaks to the support staff and students receive from administration ensuring they are safe.

Director Howitt noted students who have multiple or long-term suspension is concerning as the student is out of class and not present to learn.

Superintendent Girardi explained when looking at the data, it is a place to reflect on our practices in our schools. He indicated there is a Safe Schools Committee with a

number of administrators and Health and Safety staff who review data and processes.

A Trustee asked if the Ministry is open to changing this process or evolving this. Director Howitt explained it is not clear if the Ministry will change the process and noted the webinars provide a platform for questions.

Math Action Plan
Report B-24-60

Superintendent Hazzard noted that monthly updates have been brought forth to display one measure with description to display the impact it is having on students. He explained this is a collated and informative update that will be sent to the Ministry and in this report, current to this year, has 36 key performance indicators with 72 different data points that support the monitoring of the LKDSB Math Action Plan.

Superintendent Hazzard relayed that there are All School Items and Priority School Items and there are specific Ministry funded staff hired for the Priority Schools which has more specific data. He explained there is Initial Data, Mid-Year Progress and Final report with the information provided to the Ministry by July 15, 2024.

Superintendent Hazzard discussed the Priority School column and explained that staff were in place with facilitators seeing students in the schools by the initial time. Superintendent Hazzard explained that the All School Items are tracked with colour coded monitoring and the credibility of numbers shows ebbs and flows in the school year which is credited to schools and teachers and their great work to meet the needs of students.

Superintendent Hazzard relayed in the secondary action priority that it appears to be an All School Item and School Learning Plans may have included and items present in elementary is mirrored in secondary. He noted that there are consultations to ensure alignment.

Superintendent Hazzard noted facilitators have made an impact and explained the Priority Schools in secondary had 125 students seen initially and 249 students by mid-year.

A Trustee asked the duration of funding to provide supports in schools and expressed they hope it continues.

Superintendent Hazzard noted information regarding funding for next year has not yet been received and that funding is based on the amount of Priority Schools and where schools ranked based on EQAO results making the level of support unsure at this time.

Director Howitt noted that in the report for key performance indicators the use of words such as 'students' and 'classrooms' portray the efforts and the exceptional work being recognized by the Ministry. He went on to explain that if funding remains the same or increases, it may be reflecting that students may not have improved and still require the same or more supports.

A Trustee reflected that it is a good initiative for our students.

Correspondence

Chair Campbell relayed a letter was sent from the LKDSB to York 1 Waste Solutions Limited regarding their application for amendment to Environmental Compliance Approval No. A020401 and an additional letter sent to York 1 Waste Solutions Limited for amendment to Environmental Compliance Approval No. A021304.

A Trustee noted the letters are exactly the same except for the number and asked what that means.

Director Howitt noted immediately after passing a motion to send a letter of correspondence, York 1 Waste Solutions added an additional amendment and since

the letter would be identical but with a reference number to a different amendment it was determined it would be appropriate to send a second letter to provide feedback. A Trustee asked what kind of follow up could we do or plan to do if we are not satisfied?

Director Howitt indicated that it will be reviewed should it be necessary and noted this is a municipal concern and stated we are in alignment with the municipality and if necessary, would get legal advice on what next steps would be for a school board.

New Business

None.

Trustee Questions

A Trustee noted many times there are opportunities to apply to the board and asked how the LKDSB is managing filling vacant positions. Superintendent Girardi explained the Human Resources Department has implemented a variety of strategies to minimize both permanent and occasional jobs from being unfilled. He explained that the LKDSB continues to be able to fill permanent jobs but that occasional staff can be more difficult to hire, and one strategy implemented was the change to a continual state of hiring for occasional staff in a continual mode.

Superintendent Girardi relayed the efforts taken in limiting the number of potentially unfilled jobs and that this impacts professional development which has been prioritized to be offered on Tuesdays, Wednesdays and Thursdays due to a larger amount of people not working on Mondays and Fridays.

Superintendent Girardi noted an increase of reach into areas where staff can be attracted. He indicated that while the LKDSB has the disadvantage of not having a local university within its catchment area, the onboarding process has changed and feels the LKDSB is in a good position.

Director Howitt noted that there has been an increase in the activity of job postings presently and that this is the process of working toward next school year.

A Trustee indicated the Transition Committee would like to lobby the Government for funding as it has been learned that the skilled trades program will not be a priority for and asked what should be included in the lobbying letter.

Associate Director McKay explained the LKDSB is following the same process as boards across the province in answering to the Ministry of Education's questions regarding the need of large spaces and the desire for technological shops by indicating to the Ministry that these spaces are required.

Associate Director McKay noted that the LKDSB is building an environmentally friendly school using solar panels to help cover costs for green technology and noted the installation of new technology for heating and cooling. The LKDSB has plans in place and is engaged in discussions with the Ministry and indicated the letter campaign will be the community requesting help to support the project.

Director Howitt noted the former Minister of Provincial Parliament was an advocate for skilled trades but there has been a change in the MPP in the region.

Notices of Motion
Announcements

None.

a) The 2024-2025 School Year Calendar approved by Trustees at the February 13, 2024, Board Meeting has been approved by the Ministry of Education and is posted on the LKDSB website.

b) The next Regular Board Meeting will be held on April 9, 2024, at the Chatham Regional Education Centre at 7:00 p.m.

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 9:07 p.m.

Chair of the Board

Director of Education and
Secretary of the Board