

REGULAR BOARD MEETING AGENDA  
PUBLIC SESSION

TUESDAY, APRIL 23, 2024  
7:00 p.m.

**A**

Board Room  
Sarnia Education Centre  
200 Wellington Street, Sarnia, ON

Page Reference

1. Call to Order
2. Regrets
3. Approval of Agenda
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5. Traditional Territorial Acknowledgement
6. Declaration of Conflict of Interest
7. Approval of the Minutes of:
  - a) April 9, 2024 Regular Board Meeting 5
8. Business Arising from the Minutes
9. Motions Emanating from the Regular Board Private Session
10. Motion that the Actions of the Regular Board Private Session be the Action of the Board
11. Presentations:
  - a) Early Literacy Learning – Superintendent Hazzard
12. Delegations
13. Reports for Board Action:
  - a) LKDSB Policy and Regulations on Secondary Student Art Board Recognition 15  
Recommendation:  
“That the Board approve the revised policy and regulations on *Secondary Student Art Board Recognition.*”  
Director Howitt / Superintendent Mancini  
Report B-24-67
  - b) Tender Award – Asphalt Replacement Merlin Area Public School 18  
Recommendation:  
“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Ltd. for the Asphalt Replacement at Merlin Area Public School”  
Associate Director McKay  
Report B-24-68
14. Reports for Board Information:
  - a) Ontario Public School Boards’ Association Update (OPSBA) 19  
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Oral Report
  - b) Financial Report 2023-24 School Year Expenditures, September 1, 2023 – February 29, 2024  
Associate Director McKay  
Report B-24-69

c) Early Reading Implementation and Support

Superintendent Hazzard  
Report B-24-70

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- 15. Correspondence
- 16. New Business
- 17. Trustee Questions
- 18. Notices of Motion

a) Director Howitt serves Notice of Motion, "That the Board approve the following changes to the LKDSB Procedural By-Laws."

**SECTION 15 PERFORMANCE APPRAISAL OF THE DIRECTOR OF EDUCATION**

~~15.1 The Director of Education shall prepare, annually prior to the end of the school year, a Performance Appraisal Report of the Director of Education.~~

~~15.2 The Report shall be organized on the achievement of the Board's Vision, Mission and Strategic Priorities and address the follow matters:~~

- ~~a) the steps taken and success achieved in implementing Board policy and Strategic Priorities;~~
- ~~b) the steps taken and success achieved in implementing Ministry legislation, regulations and policy;~~
- ~~c) the effect of Board policy and Ministry policy on the quality of education of the Board's students;~~
- ~~d) matters raised in reply to the most recent Performance Appraisal Report of the Director;~~
- ~~e) matters which should be addressed by the Board in the ensuing school year; and~~
- ~~f) other matters which the Director believes should be brought to the attention of the Board.~~

~~15.3 The Director shall, prior to the submission of their Performance Appraisal Report, request the Board to identify other specific policies and issues that it wishes to be addressed in the Performance Appraisal Report.~~

~~15.4 The Director's Performance Appraisal Report shall be considered by the Board, in private session, at any one or more of its meetings and the Board shall receive the report and deliver a reply at the first Board Meeting of the next school year which shall include the following:~~

- ~~a) concerns of the Board with respect to the implementation of Board policy and Strategic Plan;~~
- ~~b) concerns with respect to the implementation of Ministry policy;~~
- ~~c) matters which shall be addressed by the Board and/or legislations or Board Committees within the ensuing school year;~~
- ~~d) other matters in reply to the Director's Performance Appraisal Report as may be appropriate.~~

15.1 The Board will conduct its performance appraisals of the Director of Education in accordance with Ontario Regulation 83/24 under the *Education Act*.

15.2 In the event that the legislature revokes Ontario Regulation 83/24 and does not replace it with another regulation regarding Director of Education performance appraisals, the Board will replace this Section 15 with the version of Section 15, entitled "Performance Appraisal of the Director of Education" and including Subsections 15.1 to 15.4, that existed in the April 22, 2024 version of the Procedural By-Laws.

15.3 For the first full year of implementation, the Board will follow an interim procedure for the performance appraisal of the Director of Education consistent with Ontario Regulation 83/24 under the Education Act. This interim procedure will define Board practice.

After the first full year of implementation, the Board will review its interim procedures and embed the new process into the Bylaws.

- b) Director Howitt serves Notice of Motion, "That the LKDSB approve the following interim procedure for the Performance Appraisal for the Director of Education as per Section 15.3 of the Procedural By-Laws."

**Interim Procedure:** As defined in Section 15.3 of the Bylaws, the following will be used in conjunction with Ontario Regulation 83/24 of the Education Act.

**Board Committee**

- The Director Performance Appraisal Committee will be made up of three Trustees: the Chair, Vice Chair and Past Chair. If no Past Chair exists, a third Trustee will be chosen by all Trustees during the Annual Organization Meeting of the Board or as required. Meetings of this committee are confidential and not open to the public.

**Documentation and Meetings**

- The Director's Performance Appraisal shall be considered by the Board, in private session, at any one or more of its meetings. The completed report, draft report, input and documentation gathered are confidential.

**Performance Appraisal Resolution**

- The board resolution adopting the Director's Performance Appraisal will occur annually by August 15th or at the first board meeting following.

19) Announcements

- a) The next Regular Board Meeting will be held on May 14, 2024 at the Chatham Regional Education Centre at 7:00 p.m.

20) Adjournment



**Lambton Kent**  
District School Board

## ***In Memoriam***

### **Katie Jean Bell**

Katie Jean Bell passed away on April 8, 2024.

Katie was a learner in the Forest Credit Support and LBS program.

Staff, students and all who knew Katie will miss her.

**PRESENT:**

- Trustees: Vice-Chair Kelley Robertson, Greg Agar, Janet Barnes, Jane Bryce, Ruth Ann Dodman, Malinda Little, joining virtually, Roberta Northmore, Angela Richards, David Shortt
- Student Trustees: Darshan Shah, joining virtually
- Staff: Director of Education John Howitt, Associate Director Brian McKay, Superintendents of Education Angie Barrese, Emily Dixon, Gary Girardi, Ben Hazzard, and Mary Mancini
- Regrets: Chair Randy Campbell, Trustee Jack Fletcher and Student Trustee Makaiyah Stonefish and Student Trustee Graysen Bathe-Minard
- Recording Secretary: Bonnie Gotelaer, Executive Assistant to the Director
- Call to Order: Chair Robertson called the meeting to order at 7:00 p.m.
- #2024-57  
Approval of the Agenda Moved by Greg Agar, seconded by Janet Barnes,  
"That the Agenda for the Regular Board Meeting of April 9, 2024 be approved."  
CARRIED.
- Declaration of Conflict of Interest Chair Robertson read the Traditional Territorial Agreement.  
None.
- #2024-58  
Approval of the Minutes  
Mar/26/2024 Moved by Malinda Little, seconded by David Shortt,  
"That the Board approve the Minutes of the Regular Board Meeting of March 26, 2024."  
CARRIED.
- Business Arising from the Minutes None.
- Motions Emanating from the Regular Board Private Session None.
- #2024-59  
Action of the Regular Board Private Session be the Action of the Board Moved by Janet Barnes, seconded by Ruth Ann Dodman,  
"That the Action of the Board in Private Session be the Action of the Board."  
CARRIED.
- Presentation – International Education Superintendent Dixon introduced Kirsten Ramsay, Administrator International Education. Superintendent Dixon explained Kirsten Ramsay has been leading the LKDSB in International Education for the past nine years and noted the supports provided to the students, partners and agencies and has earned great global respect for the LKDSB.

Kirsten Ramsay explained to be proud of the LKDSB International Education team and their work and noted that the international students trust the welcoming team who oversees flight details, transportation from the airport to the Lambton Kent area and are welcomed into LKDSB schools where they excel academically, socially and in the community.

Kirsten Ramsay relayed international students are encouraged to use their skills and talents and shared a TikTok video reel produced by some students where they used their voice to explain their experience of being an LKDSB international student.

Kirsten Ramsay indicated students were welcomed from twenty-one different countries in the 2023-2024 school year and explained the program continues to rebound from the pandemic, changing immigration rules and global political uncertainty which has impacted diversity including travel from Spain, Vietnam, and China.

Kirsten Ramsay relayed in the 2023-2024 school year the LKDSB welcomed students from Cambodia and Philippines for the first time. She explained most international students travel from Italy, Taiwan, France, and Germany and explained there have been increases in Turkey and Thailand and in 2024-2025 international students will be welcomed from Japan.

Kirsten Ramsay explained international students have an awareness of larger urban centres and she has continued to work to increase the awareness of Lambton Kent and recently visited Vietnam demonstrating an in-person presence.

Kirsten Ramsay indicated goals were set to increase the number of students in the program, the diversity and the number of schools the international students were placed in to bring the world to LKDSB classrooms and LKDSB students. She explained the international students are divided into different schools based on course requirements, homestay placements and the availability to be placed in schools where desired sports, clubs and hobbies are available.

Kirsten Ramsay noted there has been an increase of elementary inquiries (grade 8) and is developing a support system for this age group. She relayed that the LKDSB is well known abroad for the supports provided, post-secondary education advising including applying to post-secondary and applying for scholarship funds noting there were fifty grade 12 students in the 2023-2024 school year and twenty of those students plan to attend post-secondary education in Canada. Kirsten Ramsay explained there have been students accepted at a variety of post-secondary institutions and relayed an international student who attends Chatham Kent Secondary School has excelled both in school and in the community and has received several acceptances and scholarships including acceptance at Queens University and a \$60,000 scholarship, University of Toronto Commerce and a \$130,000 scholarship, University of Waterloo and a \$5000 scholarship and Wilfred Laurier University with a \$6000 scholarship. She explained the students are excited and accomplishments are celebrated by the International Education team with students enrolling in various areas such as early childhood education, teaching, business, engineering and other various programs. Kirsten Ramsay explained the International Education department is comprised of an International Education Academic Coordinator who also assists in student exchange programs and two International Student

Coordinators who, as front line supports for international students, visit every international student every second week in school to ensure the wellness of the students and enabling them to receive help they may need. She explained everyone on the International Education Team has lived or worked abroad which makes them relatable to the international students.

Kirsten Ramsay explained the Teach-Abroad Taiwan project which includes two LKDSB principals and two groups of LKDSB teachers who will travel to Taiwan in summer 2024 to conduct an English as a Second Language (ESL) summer program. She explained the students in this project work in a classroom similar to a Canadian classroom style which is different than the classrooms in Taiwan. Kirsten Ramsay explained the 2 + 1 Program – Blessed Imelda began as a pilot program in the LKDSB in 2021 and explained there are full year ESL programs from elementary to grade 9 in the Taiwan system for students interested in studying abroad. She explained support for grade 10 students who are interested in studying abroad attend English speaking workshops, Canadian Culture workshops and studying abroad online workshops every Saturday as an extra-curricular activity. She noted to have recently met the students in-person who have completed the program and continued to explain there are four grade 11 students who are now completing the Year 2 program who are welcomed to live abroad for a month gaining experience in homestay, establishing a timetable and visits to post-secondary campuses to determine if they would like to pursue a year in LKDSB. She explained the first international student to fully complete the 2 + 1 Program has been accepted at the University of Waterloo by using the building blocks provided by the LKDSB to reach their goal.

The LKDSB Outbound experiences provides opportunities to LKDSB teachers and students to experience the world by providing different types of experiences including Taiwan Teach-Abroad a reciprocal exchange in Sweden, restarting exchange resulting in co-op experiences to countries visited prior to the pandemic.

Kirsten Ramsay explained the International Certificate Program (ICP) for Canadian students develops global awareness and competencies through learning language, interaction, hosting or being a buddy in the school to international students and noted students guide their own learning which is recognized by some post-secondary for scholarships.

Kirsten Ramsay relayed there are reciprocal benefits for the LKDSB students by bringing the world to their classroom. LKDSB students interact and learn about international students, where they come from and their culture and noted the opportunities should be provided to enable all LKDSB students to become global citizens.

Kirsten Ramsay explained challenges for the LKDSB include being a more rural location and people not knowing the location of Lambton Kent. She explained the integration and supports provided by the LKDSB verifies it is a valuable area for international students to learn in. She explained the recent immigration announcements do not affect LKDSB schools and international students who graduate from the LKDSB can renew their immigration documents allowing them eligibility to apply to post-secondary education in Canada. She explained the increase in flights and marketing fairs to recruit international students is necessary but costly and the LKDSB needs to be strategic to be remembered. Kirsten Ramsay indicated there have been

strategies to overcome these challenges including enlisting the assistance of a Lambton College cooperative education student to help on an awareness campaign who spoke with community groups to recruit families, face to face meetings with agents and partners overseas, and demonstrating student supports.

Kirsten Ramsay relayed the LKDSB has been selected to attend the Canadian Association of Public Schools International (CAPSI) South Korea Mission, the CAPSI Turkey Mission, the Ontario Association of School Districts International (OASDI) Germany Mission and an exploratory mission to Dubai. She explained with her credentials, that currently the LKDSB is the only board in Ontario with a Registered International Student Advisor on staff which is usually a role in post-secondary but is a role that is valuable to the LKDSB. She explained there has been feedback from provincial and national conferences noting the support students receive from the LKDSB International Education Coordinators. She indicated her role as the Vice-President of the OASDI allows firsthand information in discussions regarding next moves in international education. She noted the support of the LKDSB is important to all students and for those interested in international education.

Chair Robertson thanked Kirsten Ramsay and noted enthusiasm for the program is evident.

A Trustee asked where students stay while attending LKDSB.

Kirsten Ramsay indicated approximately 90% of students stay with Homestay Network families with the remainder staying with family or friends. A Trustee noted the budget of the board and asked if this is a net revenue, a break even, or a negative.

Director Howitt noted to maintain status quo, the break-even is approximately 70 full time equivalent (FTE) students and the goal is to improve beyond that. Director Howitt noted there are a great deal of empty classroom spaces and tuition paying students enrolling with the LKDSB employs more teachers and education workers and uses classroom space. Director Howitt relayed that the programs that are not paid tuitions such as student exchange and the 2 +1 encourage international students to enrol. He explained in 2023-2024 there were students from 21 different countries and explained typically there are 23-26 countries represented every semester. A Trustee noted this is an invaluable program and invaluable to our students and great to be a leader globally.

Superintendent Barrese noted appreciation for the program and shared a reflection on the impact and influence hosting International Students and the continuance of friendships made beyond the time spent in the LKDSB and noted the influence and impact for LKDSB students has a far greater impact than can be imagined and it does make a difference and is a wonderful opportunity for LKDSB students to build friendships and companionships. Director Howitt indicated to gain a full appreciation of the LKDSB International Education program when interacting with parents and feedback about the reputation of the LKDSB on a global stage with the personal connections developed by Kirsten Ramsay and her team. Director Howitt informed that Kirsten Ramsay also takes on the role of custodian for the international students and this responsibility is appreciated by the students' parents and the LKDSB.



Director Howitt continued to say the Homestay Network opportunity may be of interest for families of the LKDSB. International students receive transportation to school and personal appointments and there is a stipend to help cover some costs of hosting.

A Trustee asked what the curriculum would you expect and how are families determined to host.

Kirsten Ramsay explained there is a partnership with Homestay Network in screening and selecting homestay families whose process includes interviews, home visits, orientation and training to understand cultural differences and ask that students have their own bedroom, a good place to study, nutrition and treated as a family member including family meals, celebrations and if they are on a school team or in an activity, that homestay families attend and support.

#### Delegations

None.

#2024-60  
Tender Award - Two  
Portable Classrooms –  
Various LKDSB Locations  
Report B-24-62

Associate Director McKay indicated to have a tender for two portable classrooms and confirmed the portables will be located at Indian Creek Road Public School and Errol Village Public School. Tenders were received electronically by the Purchasing Department on Thursday, February 29, 2024 by Shawn Unsworth, Purchasing Supervisor. Associate Director McKay explained the costs are noted in the Project Bidder table and these costs are per portable. Associate Director indicated Fero International Inc. had the lowest bid at \$133,810 and an additional cost to ensure it is AODA compliant with a cost of \$11,860 net HST \$18,937.10, with a total of \$164,607.10 for one portable making it \$329,214.20 for two portables and includes bringing the portables to the site. He relayed that the funding sources cannot be School Condition Improvement or School Renewal funding sources for portables and would draw from Temporary Accommodations funding to either purchase or lease portables and noted in research found purchasing to be a lesser cost over time. He noted the interest rates create high lease prices. The Temporary Accommodations funding is not sufficient to purchase portables and have used general Grants for Student Needs (GSN) funding sources and when operating in a surplus position since other accounts could allow the portables to be affordable but in the expected deficit, the cost will flow through Accumulated Surplus for capital purchase items.

Moved by Greg Agar, seconded by Ruth Ann Dodman.

“That the Board award the tender to the successful bidder, Fero International Inc. for the Portable Classrooms at Various LKDSB Locations.”

CARRIED.

A Trustee asked if the portables are needed due to growth or are they replacements.

Associate Director relayed these portables are being purchased due to growth in the Indian Creek Road Public School and Errol Village Public School.

Associate Director McKay indicated that Errol Village Public School has tenders being finalized for additions and currently has two portables on that school site. He explained the school will have a two-classroom addition and it is possible the third portable will be needed in the future due to enrolment pressures resulting from growth.

Director Howitt relayed boundary changes may need to be reviewed due to the moratorium on closing schools not being lifted in the near future and empty spaces in the classrooms. He explained boundary changes can occur as they do not include consolidation of schools and noted the Pupil Accommodation Report will be presented to Trustees in June.

Ontario Public School  
Boards' Association  
Update (OPSBA) Oral  
Report

Chair Robertson provided an oral report regarding the OPSBA West Region meeting that occurred on April 6, 2024 with strong representation from LKDSB Trustees with nine in attendance and thanked those for their dedication.

Chair Robertson relayed the day began with participation in contributing to the OPSBA Annual Operational Plan with four posters placed around the room noting items in the OPSBA Annual Operational Plan needing feedback on each poster which included Student Success, Equity and Well-Being; Local School Board Governance; Truth and Reconciliation and Effective Relationships and Sustainable Resourcing.

Chair Robertson noted that an overview of the Ontario provincial budget was presented and encouraged Trustees to read updates.

Chair Robertson explained there were updates from various OPSBA committees.

A Trustee noted the carpentry program toured and the work that has been done for students and it pushes the students in mathematics and attitude and is beneficial to families that may not be able to afford post-secondary schooling and would like something similar brought to the LKDSB.

Chair Robertson noted the carpentry program was hosted by the Woodworking Union and Carpentry Union.

A Trustee noted that it was evident that school board Trustees across the province feel their remuneration is not sufficient.

Chair Robertson acknowledged that there were some items on the posters that clearly showed issues and concerns.

A Trustee indicated the carpentry program toured was the result of work a teacher began with the Carpentry Union and has been able to place students as apprentices in the community noting that skilled trades are very meaningful at an LKDSB school.

A Trustee noted the criteria used to recruit students included attitude, attendance and math ability and appreciated the program toured. The Trustee asked if the LKDSB has anything at the same depth as what is offered in Windsor and noted applications for funding is available.

Director Howitt relayed there are connections in the private sector through the union sector and noted there is an extensive training centre in Sarnia and noted co-operative education that accepts students in the workplace. Superintendent Mancini noted the strong connection with welding and the Canadian Welding Bureau where students earn welding credits. She explained several students engaged in a competition with a welding

company and students shared their welds with the Board and community connections are similar.

Director Howitt indicated these opportunities occur at schools across the board and are not isolated to one school in the LKDSB system. He explained the LKDSB Student Achievement Plan indicates that the LKDSB has 31% of students who participate in skilled trades at the senior level of secondary school which is greater than the provincial average of 17% and displays an extensive skilled trades program in LKDSB and is a very legitimate pathway. Chair Robertson indicated the carpentry tour provided a centralized model and our board is a disseminated model as a summary.

Superintendent Mancini noted there are SHSM programs in all our secondary schools across the board that supports this work and referred to the Canadian Welding Bureau program and is available at Alexander Mackenzie Secondary School, Chatham Kent Secondary School, Great Lakes Secondary School, John McGregor Secondary School, Lambton Central Centennial Vocational Institute and North Lambton Secondary School.

Special Education  
Advisory Committee  
(SEAC) Report  
Report B-24-63

Trustee Little indicated the Special Education Advisory Committee (SEAC) meeting was held on March 21, 2024 and explained a presentation from Student Support Services / Well-Being Coordinator Jeff Brosh regarding the philosophies of Educational Assistant supports providing information on who Educational Assistants support, why they may be moved around to different schools and what their 7-hour workday entails. She relayed that the Educational Assistants provide supports for students to gain their own independence.

Trustee Little noted the presentation provided by LKDSB Applied Behaviour Analysis staff Mariah Walker and Josalyn Lyons explained Philosophies of Universal Supports and noted similar to tiered support they use a triangle of intervention which includes understanding how to identify behaviours, highlighting student strengths and support safety planes which has helped in the reduction of behaviours and the rise of success in classrooms.

Trustee Little explained there was information regarding the role of the resource teacher and will be undergoing a comprehensive review with feedback from the committee and community agencies.

Trustee Little noted the next meeting will be held on Thursday, April 18, 2024 at Wallaceburg District Secondary School.

A Trustee asked if the presentations are done routinely in different locations. Superintendent Barrese suggested a workshop could be considered and could be included as an orientation topic.

Director Howitt relayed the School Climate Survey was sent to staff, students, and families of LKDSB students and is sent out every two years with consistency in the majority of questions and will be processed by Lambton College to be reported back in the fall. He explained a great deal of the LKDSB Operational Plan relates to the data in the School Climate Survey obtain this data every second year.

Director Howitt explained that before the Grants for Students' Needs (GSN) are released, the LKDSB has been reviewing budgetary issues and challenges working with the assumption the LKDSB will receive similar dollar

amounts as this year and if so, the LKDSB would need to make some cuts to avoid being in a deficit position.

Director Howitt noted bell time changes taking place in the fall are savings for the board and these changes are models of transportation that currently take place elsewhere in our board. Director Howitt noted there was some feedback when shared and concerns were discussed. He indicated there was a complaint that the community was not consulted and confirmed that was true and explained it would have been disingenuous consultation as this was a model that exists in the board presently and the decision was a budgetary focus. Director Howitt noted it was shared as early as possible with the communities so they could be prepared in the fall.

Director Howitt indicated there are currently students who have been riding a bus since September due to construction in the area and communication will be shared confirming that these students will resume walking to and from school since construction is now complete.

Director Howitt explained that meetings have been held with Associate Director McKay and his budget team with all departments in the LKDSB including indicating methods to reduce budgets without reducing personnel. He explained the goal is 5% savings from each department and if achieved would go a long way to meeting the deficit pressures felt last year. Director Howitt noted these reductions are separate from transportation as this is a separate item. Superintendents of Education were accompanied by System Coordinators and Administrative Assistants to assist in identifying areas to cut and to indicate pressure areas.

Director Howitt explained Grants for Students' Needs (GSN's) have not been released and noted that the technical paper which accompanies the GSN announcement outlining specific funding details for the LKDSB may not come at the same time and will begin budgetary meetings after the technical paper has been received.

Director Howitt noted the Human Resources team has been working with principal groups and union partners and it is not yet known about hiring or redundancies at this stage.

A Trustee asked if the K-12 integrated service model for transportation was being used for the first time.

Associate Director explained this has been used in the Forest family of schools and explained the K-12 integrated service model represents all students from kindergarten to grade 12 ride the same bus and is very efficient from a funding model and has support from parents in the Forest and North Lambton communities.

A Trustee asked if there would be a decrease in number bus used in that area so there is a cost savings.

Associate Director McKay indicated the cost savings to be between \$300,00 and \$350,000 with a decrease in kilometres and amount of buses.

A Trustee indicated these buses are shared with the coterminous board.

New Business

None.

Trustee Questions

A Trustee asked if the boundary changes are operational or community involvement.

Director Howitt explained the boundary changes are operational and there are some guidelines where the Senior Team could make decisions and there are those that require community involvement with consultations and may be presented to Trustees for decisions. He explained that some guidelines are very regulated such as if the impact is greater than 50% of student body. He relayed that it would depend on the decision, the magnitude and the number of students affected.

A Trustee asked if the Pupil Accommodation Regulation would need to be updated.

Director Howitt noted the series of policies and regulations and administrative procedures for accommodation review have been on hold awaiting the lifting of the moratorium on school closures and explained guidelines will change and noted there may be a review of the current series to enable the Board to be prepared for any upcoming changes.

A Trustee noted a social media anonymous participant posted that LKDSB teachers are not being allowed to have permission to take a Friday leave of absence to attend their children's ringette tournament on Prince Edward Island and it stated these same teachers/parents have been denied Friday leaves to attend their children's spring games. The Trustee asked what the regulations are regarding staff taking leaves and how does it affect the issues the board faces with teacher shortages.

Director Howitt explained leave requests are very challenging and the Human Resource Department makes decisions following the collective agreement. He explained that staff can make leave requests if permitted under the collective agreement, paid or unpaid, for personal reasons, faith reasons, bereavement and that there are multiple leaves in the collective agreement. He indicated that generally as many leaves as possible are approved but when it rises to the threshold creating classrooms, the day is closed off for approvals. He explained the obligation is to the students who are attending school on a school day and the need to have LKDSB staff in front of those students. Director Howitt explained the LKDSB cannot knowingly create a vacancy that is known to remain unfilled and understands how it is difficult for parents who are teachers who are not approved for leave indicating the need to have staff present for students attending on a school day. He explained that student attendance and student learning is being increasingly affected by the movement of tournaments further into the school week and for teams that include teachers as coaching staff, it creates a greater challenge as students need the educators, the clerical staff and education workers. Director Howitt explained the threshold to close the day has been in existence for LKDSB staff and indicated that in this particular event there were 32 leaves granted to staff and LKDSB could not approve any further. He relayed that having a staff member agree to cover a classroom does not follow the collective agreement and that the Human Resources Department who does an incredible job must follow the collective agreement. He explained Human Resources provide information with as much notice as possible when reaching the threshold and notifies the union partners that that day is no longer available.

Superintendent Girardi explained that Human Resources keeps track of progress and explained that unlike some other boards the LKDSB has held the position that accommodations are made when possible.

A Trustee asked about technical courses being mandatory in grade 9 and the possibility of having non-technical teachers teach these courses and if we are prepared.

Director Howitt noted that the LKDSB has twice the provincial average of students enrolled in skilled trades courses at the senior level.

Superintendent Mancini noted that the new mandatory technical course is not a challenge in our board as we had a significant number of students enrolled in grade 9 technology and the new grade 9 technology course will be covered by qualified teaching staff.

Superintendent Girardi added that student numbers for accommodation are being tracked and the LKDSB is in a good position and commended the hard work LKDSB secondary programs and student services complete providing a depth of knowledge for pathways students are taking.

Notices of Motion

None.

Announcements

Chair Robertson noted the hyperlink to the Public Sector Salary Disclosure that was present in the package.

The next Regular Board Meeting will be held on Tuesday, April 23, 2024 at the Sarnia Education Centre at 7:00 p.m.

Adjournment

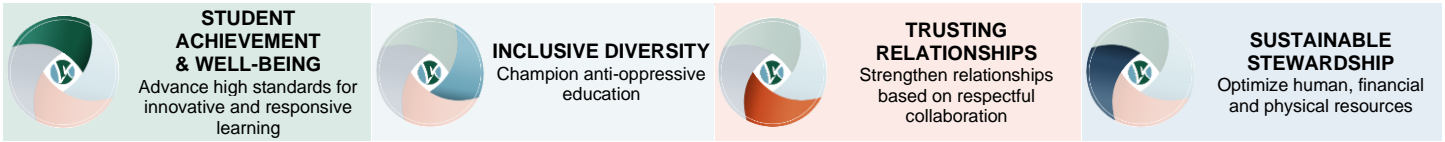
There being no further business of the Board, Chair Robertson declared the Meeting adjourned at 8:33 p.m.

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Chair of the Board

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Director of Education and  
Secretary of the Board



**FROM: Director Howitt, Director of Education  
Mary Mancini, Superintendent of Education**

**DATE: April 23, 2024**

**SUBJECT: LKDSB Policy and Regulations on Secondary Student Art Board  
Recognition**



The policy on Secondary Student Art Board Recognition has been reviewed as part of the LKDSB cyclical review. There are no revisions as the policy continues to reflect the philosophy of the LKDSB.

The regulation on Secondary Student Art Board Recognition has been reviewed and the changes reflect current practice. The student award amount has been increased.

**Recommendation:**

“That the Board approve the revised policy and regulations on Secondary Student Art Board Recognition.”



# **POLICY**

**SUBJECT: Secondary Student Art Board Recognition**

It is the policy of the Lambton Kent District School Board to recognize secondary student art and to encourage participation in community-based student art shows.

Implementation Date: February 23, 1999  
Revised: August 31, 2004  
Reviewed: May 13, 2008, [April 23, 2024](#)  
Revised: November 11, 2014, June 13, 2017  
  
Reference: LKDSB Regulations





## REGULATIONS





**SUBJECT: Secondary Student Art Board Recognition**

1. Annually, the Board will identify one Trustee for the Sarnia Lambton area and one Trustee for the Chatham-Kent area to work with the Secondary Program Consultant and the Director's Office to select three pieces of student art from Sarnia Lambton and Chatham-Kent to display in the corresponding Board Office for one year.
2. Students whose art is selected will be invited to a June Board meeting in their geographic location to share their art with trustees, senior administration and the public. Each student will receive a \$1500 award.
3. The Board will frame and/or display each piece appropriately.
4. The student award constitutes a rental fee and the piece will remain with the Board for one year.

Implementation Date: February 23, 1999

Revised: August 31, 2004, May 13, 2008, November 11, 2014, June 13, 2017,  
April 23, 2024

Reference: LKDSB Policy

 <p><b>STUDENT ACHIEVEMENT &amp; WELL-BEING</b> Advance high standards for innovative and responsive learning</p>	 <p><b>INCLUSIVE DIVERSITY</b> Champion anti-oppressive education</p>	 <p><b>TRUSTING RELATIONSHIPS</b> Strengthen relationships based on respectful collaboration</p>	 <p><b>SUSTAINABLE STEWARDSHIP</b> Optimize human, financial and physical resources</p>
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**FROM: Brian McKay, Associate Director – Corporate Services**

**DATE: April 23, 2024**

**SUBJECT: Tender Award – Asphalt Replacement – Merlin Area Public School**



Tenders were received electronically by the Purchasing Department on Thursday, April 4, 2024, by Brandon Wysman. Bid results are as follows (\*\* indicates successful bidder):

Tendered Base Bid:

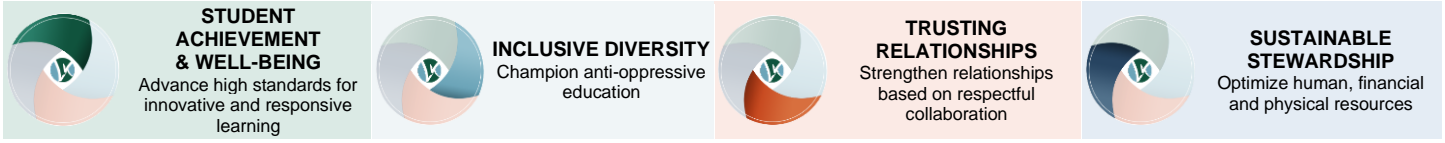
*Asphalt Replacement*

PROJECT BIDDER	Cost (nic. HST)	Architectural Fee
<b>**Eric Contractors of Wallaceburg Ltd.</b>	<b>\$438, 494.56</b>	\$34,421.82
Clarke Construction Inc.	<b>\$476,500.00</b>	\$37,405.25
DiCocco Contractors 2015 Inc.	\$642,000.00	\$50,397.00

PROJECT SUMMARY	
Successful Bid	<b>\$438, 494.56</b>
Architectural Fee	\$34,421.82
Net HST	\$10,215.00
<b>Total:</b>	<b>\$483,131.38</b>
Budget Funding	School Condition Improvement
<b>Total Project Budget:</b>	<b>\$483,131.38</b>

**Recommendation:**

“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Ltd. for the Asphalt Replacement at Merlin Area Public School.”



**FROM: Brian McKay, Associate Director, Corporate Services**

**DATE: April 23, 2024**

**SUBJECT: Financial Report 2023-24 School Year Expenditures, September 1, 2023 – February 29, 2024**



This financial report summarizes board expenditures up to the end of the 2nd quarter, which includes the period from September 1, 2023 to February 29, 2024.

This period represents about 50% of operating expenses that occur over 12 months, and approximately 60 - 70% of the salary and benefit portion of the instructional operating expenses that occur over a 10-to-12-month period.

The report appendix contains the summarized financial information to the end of the 2nd quarter. The report compares actual expenditures to date (from September 1, 2023 to February 29, 2024) against 2 budget/actual benchmark calculations. The first benchmark calculation (Scenario 1) provides a projected percentage spend based on a 5-year historical average of actual board expenditures. The second benchmark calculation (Scenario 2) compares the actual expenditures to an assumption of equal spending patterns throughout the fiscal year. An equal spending pattern assumes the same percentage of the budget is spent each month. Scenario 2 does not apply to salary and benefit budgets as these two items are better compared to a combination of historical spend and actual payroll dates throughout the year, which is built into Scenario 1 benchmarks.

**Comments on the Financial Report (Appendix):**

<b>Report Ref. No.</b>	<b>Notes on the following selected Expenditure Categories:</b>
A1	The second quarter had \$1.9 million in supply teacher expenses, compared to \$1.37 million in the first quarter. The board has been experiencing increases in expenditures in supply staffing over the past several years (post pandemic). Another contributing factor to this budget pressure was the reduction in this budget line by 45% from prior years, due to the removal of the COVID-19 Recovery funding. In prior years, there was an average of 54% of the budget remaining at

<p>A2</p> <p>A3</p> <p>A4</p> <p>A</p>	<p>the end of the 2<sup>nd</sup> quarter. As a current update on this budget pressure, as of April 16<sup>th</sup>, the supply teacher budget was overspent by \$740,000. This item is a contributing factor to the estimated year end operations deficit.</p> <p>The Educational Assistants' (EAs) budget is underspent through the first two quarters due to variances in the Jordan's Principle EAs. Positions were budgeted for the full year, but not all positions started at the beginning of the year. This is not an area of budget savings since these expenses are billed in a cost recovery model.</p> <p>The Paraprofessionals/Technicians budget line is underspent through the first two quarters due to staffing vacancies. Budget surpluses occur during position vacancies. Once the positions are filled, remaining expenditures will be in line with budget.</p> <p>The Continuing Education budget is underspent compared to benchmark, due to right-sizing the budget this school year. The comparative benchmark is based on budgets that were usually exceeded. The benchmark will be adjusted in future years to reflect the budget.</p> <p>For the first two quarters, overall salary and wage budgets are tracking slightly higher than budget. It is anticipated that the overall budget will be exceeded due to supply teacher expenses.</p>
<p>B</p>	<p>Overall budget amounts for employee benefits show a surplus against actual expenditures at the end of the second quarter. The surplus will reduce during the remainder of the school year now that staff are paying statutory benefits which started again in January 2024.</p>
<p>C</p>	<p>Staff development budgets were underspent for the first two quarters of 2023-24. Benchmark 2, which looks at an equal/even spending pattern is most relevant for this budget area based on past spending.</p>
<p>D</p>	<p>The total supplies and services budget is slightly overspent compared to historical benchmarks but underspent compared to equal monthly spending patterns. The overall budget is influenced by Operations &amp; Maintenance Supplies and Services. A large component of this budget is for utilities. Budgets were decreased in this area for the 2023-24 budget area, which would drive the larger variance compared to the historical benchmarks.</p>
<p>E</p>	<p>The board has several capital projects that are ongoing during the school year. In past years, most large capital expenditures occurred during July and August, with little spending during the school year. As the board continues to undertake capital work during the school year, the timing of expenditures will occur throughout the year, and not only during the summer break. This area is expected to be on budget for the year.</p>

F, F1	The fees and contractual services budget contain board transportation and fees and contracts for school operations (i.e. snow removal and grass cutting). The transportation budget includes the expected deficit of \$690,900. With the second quarter occurring in the winter, snow removal is a budget pressure, with 99% of the budget spent. Most of the snow removal budget is spent on salting.

Based on 2nd quarter expenditures, the board is still anticipating a deficit of \$1,781,116, which was reporting in the January 23, 2024 Revised Estimates Update report. This deficit is comprised of an anticipated transportation deficit of \$690,900 and an operations deficit of \$1,090,216. The drivers of the operations deficit component are staff supply costs, and fees and contractual services (grass and snow). The sewage lagoon decommissioning work at Lambton Centennial Public School is an unanticipated expenditure and will lead to a one-time impact on the Board's financial results. Board staff are currently assessing the cost to complete the decommissioning of the lagoon and will provide that information to trustees when available.

**THE LAMBTON KENT DISTRICT SCHOOL BOARD**  
**FINANCIAL REPORT - SEPTEMBER 01, 2023 TO FEBRUARY 29, 2024**

EXPENDITURE CATEGORIES	2023-24 REVISED BUDGET	SEPT. 2023 TO FEB. 2024 EXPENDITURES	BUDGET REMAINING AT FEB. 29, 2024 \$	BUDGET REMAINING AT FEB. 29, 2024 %	FEBRUARY 29 BENCHMARK (SCENARIO 1)	VARIANCE FROM BENCHMARK % (SCENARIO 1)	FEBRUARY 29 BENCHMARK (SCENARIO 2)	VARIANCE FROM BENCHMARK % (SCENARIO 2)	Report Ref. No.
<b>SALARIES AND WAGES</b>									
Classroom Teachers (Includes Preparation Time)	\$ 129,653,490	\$ 71,327,540	\$ 58,325,950	45.0%	44.0%	1.0%			
Occasional / Supply Teachers	\$ 3,429,962	\$ 3,276,849	\$ 153,113	4.5%	49.0%	-44.5%	40.0%	-35.5%	A1
Educational Assistants	\$ 14,933,707	\$ 6,892,602	\$ 8,041,105	53.8%	47.8%	6.1%			A2
Paraprofessionals & Technicians	\$ 6,765,826	\$ 2,572,276	\$ 4,193,550	62.0%	56.9%	5.1%			A3
Library & Guidance	\$ 3,082,702	\$ 1,846,925	\$ 1,235,777	40.1%	44.0%	-3.9%			
Staff Development	\$ 23,000	\$ 13,331	\$ 9,669	42.0%	41.0%	1.0%			
Coordinators & Consultants	\$ 3,745,330	\$ 1,842,478	\$ 1,902,852	50.8%	50.4%	0.4%			
Early Childhood Educators	\$ 5,144,822	\$ 2,562,135	\$ 2,582,687	50.2%	48.5%	1.7%			
Principals and Vice-Principals	\$ 10,867,379	\$ 5,150,614	\$ 5,716,765	52.6%	51.8%	0.8%			
School Office - Secretarial & Supplies	\$ 5,335,925	\$ 2,704,139	\$ 2,631,786	49.3%	49.1%	0.3%			
Continuing Education	\$ 1,203,526	\$ 343,423	\$ 860,103	71.5%	47.2%	24.2%			A4
Trustees	\$ 124,551	\$ 62,484	\$ 62,067	49.8%	49.9%	-0.1%			
Director & Supervisory Officers	\$ 835,000	\$ 432,707	\$ 402,293	48.2%	48.7%	-0.5%			
Board Administration	\$ 3,586,038	\$ 1,751,506	\$ 1,834,532	51.2%	53.5%	-2.3%			
Department Heads	\$ 390,000	\$ 236,669	\$ 153,331	39.3%	44.0%	-4.7%			
Operations and Maintenance - Schools	\$ 11,937,939	\$ 5,507,113	\$ 6,430,826	53.9%	53.4%	0.5%			
<b>TOTAL SALARIES AND WAGES</b>	<b>\$ 201,059,197</b>	<b>\$ 106,522,792</b>	<b>\$ 94,536,405</b>	<b>47.0%</b>	<b>46.4%</b>	<b>0.7%</b>			<b>A</b>
<b>EMPLOYEE BENEFITS</b>									
Classroom Teachers	\$ 18,348,236	\$ 8,634,985	\$ 9,713,251	52.9%	44.0%	8.9%			
Occasional / Supply Teachers	\$ 323,209	\$ 292,713	\$ 30,496	9.4%	49.0%	-39.6%	40.0%	-30.6%	
Educational Assistants	\$ 4,528,860	\$ 2,034,900	\$ 2,493,960	55.1%	47.8%	7.3%			
Paraprofessionals & Technicians	\$ 1,684,278	\$ 688,309	\$ 995,969	59.1%	56.9%	2.2%			
Library & Guidance	\$ 394,154	\$ 200,330	\$ 193,824	49.2%	44.0%	5.2%			
Staff Development	\$ 2,000	\$ 1,326	\$ 674	33.7%	41.0%	-7.3%			
Coordinators & Consultants	\$ 464,049	\$ 197,527	\$ 266,522	57.4%	50.4%	7.1%			
Early Childhood Educators	\$ 1,274,661	\$ 741,949	\$ 532,712	41.8%	48.5%	-6.7%			
Principals and Vice-Principals	\$ 1,356,945	\$ 620,892	\$ 736,053	54.2%	51.8%	2.5%			
School Office - Secretarial & Supplies	\$ 1,461,615	\$ 755,446	\$ 706,169	48.3%	49.1%	-0.8%			
Continuing Education	\$ 160,594	\$ 82,340	\$ 78,254	48.7%	47.2%	1.5%			
Trustees	\$ 7,103	\$ 2,935	\$ 4,168	58.7%	49.9%	8.8%			
Directors & Supervisory Officers	\$ 101,287	\$ 46,492	\$ 54,795	54.1%	48.7%	5.4%			
Board Administration	\$ 946,889	\$ 497,374	\$ 449,515	47.5%	53.5%	-6.0%			
Operations and Maintenance - Schools	\$ 3,408,059	\$ 1,615,843	\$ 1,792,216	52.6%	53.4%	-0.8%			
<b>TOTAL EMPLOYEE BENEFITS</b>	<b>\$ 34,461,939</b>	<b>\$ 16,413,361</b>	<b>\$ 18,048,578</b>	<b>52.4%</b>	<b>47.2%</b>	<b>5.2%</b>			<b>B</b>

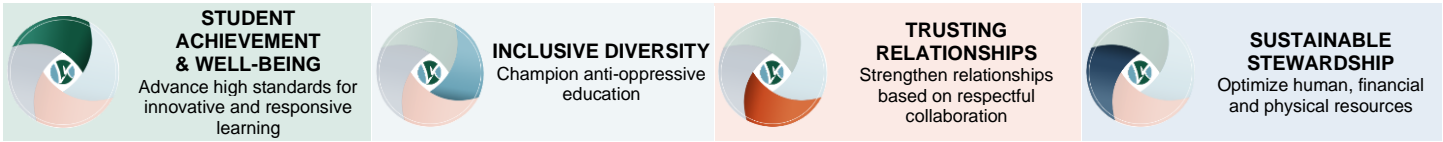
**THE LAMBTON KENT DISTRICT SCHOOL BOARD**  
**FINANCIAL REPORT - SEPTEMBER 01, 2023 TO FEBRUARY 29, 2024**

EXPENDITURE CATEGORIES	2023-24 REVISED BUDGET	SEPT. 2023 TO FEB. 2024 EXPENDITURES	BUDGET REMAINING AT FEB. 29, 2024 \$	BUDGET REMAINING AT FEB. 29, 2024 %	FEBRUARY 29 BENCHMARK (SCENARIO 1)	VARIANCE FROM BENCHMARK % (SCENARIO 1)	FEBRUARY 29 BENCHMARK (SCENARIO 2)	VARIANCE FROM BENCHMARK % (SCENARIO 2)	Report Ref. No.
<b>STAFF DEVELOPMENT</b>									
Staff Development - Classroom	\$ 821,380	\$ 347,648	\$ 473,732	57.7%	70.2%	-12.5%	40.0%	17.7%	
Coordinators & Consultants	\$ 50,000	\$ 6,915	\$ 43,085	86.2%	0.0%	86.2%	40.0%	46.2%	
Principals and Vice-Principals	\$ 336,177	\$ 15,977	\$ 320,200	95.2%	93.4%	1.8%	40.0%	55.2%	
Continuing Education	\$ 1,500	\$ 645	\$ 855	57.0%	57.0%	0.0%	50.0%	7.0%	
Trustees	\$ 35,000	\$ 6,307	\$ 28,693	82.0%	90.8%	-8.8%	40.0%	42.0%	
Board Administration	\$ 191,751	\$ 58,103	\$ 133,648	69.7%	47.2%	22.5%	50.0%	19.7%	
Operations and Maintenance - Schools	\$ 79,250	\$ 21,153	\$ 58,097	73.3%	78.9%	-5.6%	50.0%	23.3%	
<b>TOTAL STAFF DEVELOPMENT</b>	<b>\$ 1,515,058</b>	<b>\$ 456,748</b>	<b>\$ 1,058,310</b>	<b>69.9%</b>	<b>71.0%</b>	<b>-1.2%</b>	<b>41.8%</b>	<b>28.1%</b>	<b>C</b>
<b>SUPPLIES AND SERVICES</b>									
Classroom Teachers	\$ 185,677	\$ 62,339	\$ 123,338	66.4%	70.8%	-4.3%	40.0%	26.4%	
Classroom Computers & SEA Computers	\$ 1,971,605	\$ 508,056	\$ 1,463,549	74.2%	63.3%	10.9%	40.0%	34.2%	
Textbooks, Supplies & Equipment	\$ 7,514,427	\$ 2,210,725	\$ 5,303,702	70.6%	69.4%	1.2%	40.0%	30.6%	
Paraprofessionals & Technicians	\$ 612,069	\$ 190,221	\$ 421,848	68.9%	72.7%	-3.7%	40.0%	28.9%	
Library and Guidance	\$ 64,485	\$ 24,993	\$ 39,492	61.2%	60.0%	1.3%	40.0%	21.2%	
Coordinators & Consultants	\$ 430,186	\$ 153,586	\$ 276,600	64.3%	68.6%	-4.3%	50.0%	14.3%	
Principals and Vice-Principals	\$ 123,724	\$ 13,904	\$ 109,820	88.8%	94.2%	-5.4%	40.0%	48.8%	
School Office - Secretarial & Supplies	\$ 734,028	\$ 394,806	\$ 339,222	46.2%	47.2%	-1.0%	40.0%	6.2%	
Continuing Education	\$ 63,669	\$ 15,783	\$ 47,886	75.2%	71.1%	4.2%	50.0%	25.2%	
Trustees	\$ 90,867	\$ 12,829	\$ 78,038	85.9%	89.1%	-3.3%	50.0%	35.9%	
Board Administration	\$ 540,579	\$ 242,341	\$ 298,238	55.2%	54.4%	0.7%	50.0%	5.2%	
Operations & Maintenance - Schools	\$ 10,903,284	\$ 5,556,721	\$ 5,346,563	49.0%	55.5%	-6.5%	50.0%	-1.0%	
<b>TOTAL SUPPLIES AND SERVICES</b>	<b>\$ 23,234,600</b>	<b>\$ 9,386,304</b>	<b>\$ 13,848,296</b>	<b>59.6%</b>	<b>61.6%</b>	<b>-2.0%</b>	<b>45.2%</b>	<b>14.4%</b>	<b>D</b>
<b>CAPITAL EXPENDITURES</b>									
Classroom Computers & SEA Computers	\$ 1,323,296	\$ 369,309	\$ 953,987	72.1%	69.5%	2.6%	40.0%	32.1%	
Furniture and Equipment	\$ 623,625	\$ 68,846	\$ 554,779	89.0%	78.0%	11.0%	40.0%	49.0%	
Vehicles	\$ 55,000	\$ -	\$ 55,000	100.0%	67.1%	32.9%	50.0%	50.0%	
School Renewal	\$ 28,526,239	\$ 3,341,716	\$ 25,184,523	88.3%	80.6%	7.7%	50.0%	38.3%	
<b>TOTAL CAPITAL EXPENDITURES</b>	<b>\$ 30,528,160</b>	<b>\$ 3,779,871</b>	<b>\$ 26,748,289</b>	<b>87.6%</b>	<b>80.1%</b>	<b>7.6%</b>	<b>49.4%</b>	<b>38.3%</b>	<b>E</b>

**THE LAMBTON KENT DISTRICT SCHOOL BOARD**  
**FINANCIAL REPORT - SEPTEMBER 01, 2023 TO FEBRUARY 29, 2024**

EXPENDITURE CATEGORIES	2023-24 REVISED BUDGET	SEPT. 2023 TO FEB. 2024 EXPENDITURES	BUDGET REMAINING AT FEB. 29, 2024 \$	BUDGET REMAINING AT FEB. 29, 2024 %	FEBRUARY 29 BENCHMARK (SCENARIO 1)	VARIANCE FROM BENCHMARK % (SCENARIO 1)	FEBRUARY 29 BENCHMARK (SCENARIO 2)	VARIANCE FROM BENCHMARK % (SCENARIO 2)	Report Ref. No.
<b>NON-OPERATING EXPENDITURE</b>									
NPF Debt Repayment	\$ 3,340,907	\$ 1,586,630	\$ 1,754,277	52.5%	62.7%	-10.1%			
<b>TOTAL CAPITAL EXPENDITURES</b>	\$ 3,340,907	\$ 1,586,630	\$ 1,754,277	52.5%	62.7%	-10.1%			
<b>FEES AND CONTRACTUAL SERVICES</b>									
Classroom Supplies & Services	\$ 60,000	\$ 65,727	\$ (5,727)	-9.5%	1.2%	-10.8%	40.0%	-49.5%	
Textbooks, Supplies & Equipment	\$ 1,398,709	\$ 707,096	\$ 691,613	49.4%	28.7%	20.8%	40.0%	9.4%	
Paraprofessionals & Technicians	\$ 620,811	\$ 410,833	\$ 209,978	33.8%	63.0%	-29.2%	40.0%	-6.2%	
Coordinators & Consultants	\$ 96,719	\$ 48,203	\$ 48,516	50.2%	62.9%	-12.8%	50.0%	0.2%	
School Office	\$ 14,200	\$ 13,485	\$ 715	5.0%	-1.1%	6.1%	40.0%	-35.0%	
Board Administration	\$ 1,730,343	\$ 833,203	\$ 897,140	51.8%	27.2%	24.7%	50.0%	1.8%	
Pupil Transportation	\$ 16,314,505	\$ 8,711,118	\$ 7,603,387	46.6%	41.3%	5.3%	40.0%	6.6%	
Operations & Maintenance - Schools	\$ 4,925,900	\$ 3,472,370	\$ 1,453,530	29.5%	45.2%	-15.7%	50.0%	-20.5%	F1
<b>TOTAL FEES AND CONTRACTUAL SERVICES</b>	\$ 25,161,187	\$ 14,262,035	\$ 10,899,152	43.3%	40.9%	2.4%	42.7%	0.6%	F
<b>OTHER</b>									
Classroom Supplies & Services	\$ 30,300	\$ -	\$ 30,300	100.0%	100.0%	0.0%	40.0%	60.0%	
Board Administration	\$ 95,846	\$ 51,971	\$ 43,875	45.8%	13.2%	32.6%	50.0%	-4.2%	
Other Non-Operating Expense	\$ 4,386,654	\$ -	\$ 4,386,654	100.0%	100.0%	0.0%	100.0%	0.0%	
School Generated Funds	\$ 6,000,000	\$ -	\$ 6,000,000	100.0%	100.0%	0.0%	100.0%	0.0%	
<b>TOTAL OTHER</b>	\$ 10,512,800	\$ 51,971	\$ 10,460,829	99.5%	99.2%	0.3%	99.4%	0.1%	
<b>CHARGES-NON FINANCIAL ASSETS</b>									
Amortization	\$ 19,396,708	\$ -	\$ 19,396,708	100.0%	100.0%	0.0%			
<b>TOTAL CHARGES-NON FINANCIAL ASSETS</b>	\$ 19,396,708	\$ -	\$ 19,396,708	100.0%	100.0%	0.0%			
<b>TOTAL EXPENDITURES</b>	\$ 349,210,556	\$ 152,459,710	\$ 196,750,846	56.3%					





**FROM: Ben Hazzard, Superintendent of Education**

**DATE: April 23, 2024**

**SUBJECT: Early Reading Implementation and Support**



## Early Reading Implementation and Support

The Lambton Kent District School Board has systematically implemented updated early reading learning in Kindergarten to Grade 3 classrooms: phonemic awareness and phonics. This work aligns with Ontario Ministry of Education PPM 168: Reading Instruction and Early Reading Screening and the Ontario Human Rights Commissions' Right to Read Report. The local implementation timeline has been:

- Phonemic Awareness in the 2022-2023 school year using Heggerty teaching materials; and
- Phonics (decoding) in the 2023-2024 school year using Flyleaf teaching materials.



As the OHRC Right to Read report stated: students need “curriculum and instruction that reflects the scientific research on the best approaches to teach word reading, which include explicit and systematic instruction in phonemic awareness and phonics.”

### Phonics (Decoding) Implementation

The implementation of phonics curriculum and instruction had 3 key areas: resources, teacher implementation, and student intervention. Six Early Literacy Intervention Coaches were in each 50 LKDSB elementary schools that have primary grades on a bi-weekly basis.

- **Resources:**  
Each school was provided the Flyleaf Decodable Books and Instruction resources which are explicit and systematic.
- **Teacher Implementation:**  
Specific recommendations were outlined for Primary classrooms. Early Literacy Intervention Coaches supported the implementation through coaching, discussion, and leading learning at the school.
- **Student Intervention:**  
Early Literacy Intervention Coaches assessed 1120 students on phonics. Students received support from their classroom teacher, school staff, and intervention coaches. The graph below shows student growth on the Quick Phonics Screener.

## Phonics Pre and Post Intervention Data (Percentage)

