

REGULAR BOARD MEETING AGENDA  
PUBLIC SESSION

TUESDAY, MAY 9, 2017  
7:00 p.m.

Board Room  
Chatham Education Centre  
476 McNaughton Avenue, Chatham

**A**

Page Reference

1. Call to Order
2. Approval of Agenda
3. Declaration of Conflict of Interest
4. Approval of the Minutes of April 28, 2017 Regular Board Meeting 4
5. Business Arising from the Minutes
6. Motions Emanating from the Regular Board Private Session
7. Motion that the Actions of the Regular Board Private Session be the Action of the Board.
8. Presentations:
  - a) Raymond Yang, Wallaceburg District Secondary School Student, on his experience as part of the Vimy Celebration
9. Delegations
  - a) BPS Directive - Jim Smyth and Peter Sparks 7
10. Questions from the Public
11. Reports for Board Action
  - a) Ad Hoc Strategic Planning Subcommittee Report 9  

Recommendation  
“That the Board “That the Ad Hoc Strategic Planning Subcommittee tweak the draft Multi-Year Strategic Plan that was presented at the January 31, 2017 Board Meeting to cover the period ending 2019/2020 and bring this forward to the Board for approval.”

Trustee Sasseville  
Report B-17-82
  - b) Appointment of Student Trustees for the 2017/2018 School Year 13  

Recommendation  
“That the Board approve the election of Elisabeth Guthrie and Evan Rogers as the Student Trustees for the 2017/2018 School Year.”

Director Costello  
Report B-17-83

c) Addendum to the Final Staff Report for the Consolidation of John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School	Director Costello Report B-17-84	14
<u>Recommendation #1</u>		
“That the Board approve the consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School for September 1, 2018; the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School in September 1, 2017 and approve the closure of John N. Given Public School as of July 1, 2018.”		
<u>Recommendation #2</u>		
“That the Board dissolve the Chatham Elementary Schools Accommodation Review Committee.”		
<u>Recommendation #3</u>		
“That the Board approve the establishment of an Ad Hoc Naming Committee to recommend to the Board a name for the consolidated Tecumseh Public school and John N. Given Public School and appoint two Trustees to serve on the Committee.”		
d) Tender Award – HVAC, Classroom Renovations, Roof and Asphalt Replacement at Brigden, Rosedale and Tecumseh Public Schools	Superintendent McKay Report B-17-85	39
<u>Recommendation</u>		
“That the Board award the tenders to the successful bidder K & L Construction for Brigden Public School, Maaten Construction Ltd. For Rosedale Public School and Intrepid General Limited for Tecumseh Public School.”		
e) Tender Award – Concrete Sidewalk and Asphalt Replacement Naahii Ridge Public School	Superintendent McKay Report B-17-86	41
<u>Recommendation</u>		
“That the Board award the tender to the successful Bidder Elric Contractors of Wallaceburg Limited for Naahii Ridge Public School.”		
f) Tender Award – Building and Parking Lot Upgrades at Northern Collegiate Institute and Vocational Schools	Superintendent McKay Report B-17-87	42
<u>Recommendation</u>		
“That the Board award the tender to the successful bidder Wellington Builders Inc. for Northern Collegiate Institute and Vocational School.”		
g) Tender Award – Roof Replacement at Queen Elizabeth II Public School, Chatham, and A.A. Wright Public School	Superintendent McKay Report B-17-88	43
<u>Recommendation</u>		
“That the Board award the tenders to the successful bidder Intrepid General Limited for Queen Elizabeth II Public School, Chatham, and Elric Contractors of Wallaceburg Ltd. For A. A. Wright Public School.”		
12. Reports for Board Information		
a) Special Education Advisory Committee (SEAC) Report	Trustee Fletcher Report B-17-89	45

b) Indigenous Liaison Committee Report	Trustee Rising Report B-17-90	47
c) Student Senate Report	Student Trustees Jacobs/Jennings Oral Report	
13. Correspondence		
a) Letter from the Minister of Education regarding appointment to the 2017/2018 Minister's Student Advisory Council, dated May 2, 2017		49
14. New Business		
15. Trustee Question Period		
16. Notices of Motion:		
17. Future Agenda Items		
18. Announcements		
a) The next Regular Board Meeting will be held on Tuesday, May 23, 2017, 7:00 p.m. at the Sarnia_Education Centre.		
b) The LKDSB Capital Plan will be presented to Trustees at the June 27, 2017 Regular Board Meeting, 7:00 p.m. at the Sarnia Education Centre.		
19. Adjournment		

PRESENT:

Trustees: Chair Jane Bryce, Vice-Chair Elizabeth Hudie, Randy Campbell, Ruth Ann Dodman, Dave Douglas, Jack Fletcher (via teleconference), Tom McGregor, Scott McKinlay, Bob Murphy, Lareina Rising, Shannon Sasseville

Student Trustee Keaton Jennings

Staff: Director of Education Jim Costello, Superintendent of Business Brian McKay, Superintendents of Education, Angie Barrese, Helen Lane, Taf Lounsbury, Mark Sherman and Phil Warner

Regrets: Student Trustee Ayla Jacobs, Superintendent Gary Girardi

Recording Secretary: Trish Johnston, Executive Assistant and Communications Officer

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

#2017-74

Approval of the Agenda  
April/25/2017

Moved by Ruth Ann Dodman, seconded by Randy Campbell,  
"That the Agenda for the Regular Board Meeting Public Session of April 25, 2017 be approved."

CARRIED.

Declaration of Conflict of Interest:

No declarations of conflict of interest were issued.

#2017-75

Approval of Minutes  
Apr/11/2017

Moved Elizabeth Hudie, seconded by Scott McKinlay,  
"That the Board approve the Minutes of the Regular Board Meeting of April 11, 2017."

CARRIED.

#2017-76

Action of the Regular Board Private Session be the Action of the Board

Moved by Elizabeth Hudie, seconded by Dave Douglas,  
"That the Action of the Board in Private Session be the Action of the Board."

CARRIED.

Policy and Regulations on  
*Extra-Curricular Programs*  
Report B-17-41

Director Costello explained that the policy and regulations on *Extra-Curricular Programs* have been reviewed as part of the LKDSB cyclical review. Changes to the policy are not recommended. The document continues to reflect the philosophy of the LKDSB. Director Costello spoke to the definitions of extra-curricular activities. He noted that regulation #4 and #6 were revised to provide further calcification around the collection of user fees to cover the cost of the extra-curricular programs when necessary. He commented that some of the sports that secondary school students participate in are costly, like hockey. Schools are permitted to charge fees to cover the cost of ice time, transportation, etc. but not to make a profit. Principals set the fees for the various activities depending on the local situation. Superintendent Sherman commented that the fund raising activity must be done to support a particular activity. Director Costello confirmed that students are not prohibited from participating in an activity based on their economic circumstances. Director Costello advised that principals approve and monitor volunteer supervisors/coaches as per the LKDSB regulations on Volunteers.

Trustees agreed to add the following to the regulations *as #7 Non-staff extra-curricular supervisors are subject to approval of the principal as per the LKDSB regulations Volunteers P-PR-219.*

#2017-77  
Policy and Regulations on  
*Extra Curricular Programs*

Moved by Ruth Ann Dodman, seconded by Lareina Rising,

“That the Board approve the review of the policy and revised regulations on *Extra-Curricular Programs*.”

CARRIED.

#2017-78  
Tender Award – Water  
Main Replacement at  
Alexander Mackenzie  
Secondary School  
Report -17-42

Superintendent McKay reported on the tender opening for the water main replacement project at Alexander Mackenzie Secondary School. He explained that there are a number of options available to contractors currently and this contributed to the LKDSB only receiving one bid. The bid is within the budget for the project.

Moved by Scott McKinlay, seconded by Dave Douglas,

“That the Board award the tender to the successful bidder, Wellington Builders Inc., Forest, Ontario.”

CARRIED.

Ontario Public School  
Boards' Association  
(OPSBA) Update

Trustee McGregor reported on the OPSBA Board of Directors' meeting on April 21 and 22, 2017. They received a presentation by Karen Gross, TVOntario, on Digital Learning. TVOntario provides digital programs for teachers for use in the classrooms. Homework Help is available for students in Grades 7 to 10. He advised that the Ministry is going to review the transportation funding model. They are entering the consultation stage. The topic of Copyright compliance was discussed and the requirements of school boards to post information on websites and by photocopiers on the rules. The proposed legislation on school zones is now in committee. He advised that the start date for trustee term of office is not likely going to change until 2022. The Ministry is holding 10 public rural consultation sessions in May. Locally, one will be held in Thedford on May 24, 2017 from 6:30 p.m. to 8:30 p.m. The location has not been announced. Discussions are ongoing regarding trustee honorarium. The OPSBA AGM is being held from June 8 to 11, 2017 in Collingwood. One of the sessions involves the Ombudsman.

Director Costello commented on the Ministry's public rural consultation sessions. He was advised that there would be a session in the afternoon as well but has not received any details. The sessions are to be run by parliamentary assistants. Trustee McGregor advised that OPSBA Directors raised questions around the expected outcome of the sessions (impact Ministry guidelines, policy or school board processes) but answers were not provided.

Correspondence

The Board received a letter from Chief Dan Miskokomon, Walpole Island First Nation, regarding a First Nation Superintendent at the LKDSB, dated April 7, 2017. Director Costello commented on his respect for Chief Miskokomon and his work with him when Director Costello was the principal at Wallaceburg District Secondary School. Director Costello commented on the three staff position requests contained in Chief Miskokomon's letter. In reference to the First Nation Superintendent of Education, Director Costello explained that Superintendent Lane had assumed the responsibilities for Indigenous Education as part of her portfolio. In reference to the teacher-consultant level position with lead responsibility for Indigenous language teacher and learning, he explained that the LKDSB currently has an Indigenous Liaison position at the consultant level. This position has been in place for a number of years. The LKDSB also has a secondary teacher overseeing the 120 classes offered in Native Studies. It is the mandatory Grade 11 course. Director Costello commented that he would be happy to meet with Chief Miskokomon and former Trustee Altman to discuss the letter further.

Regarding the salary review for unqualified teachers of Indigenous languages, Superintendent Warner explained that there is a provision in the collective agreements that stipulates that unqualified teachers are paid 80% of the qualified rate. All financial matters were determined at the central bargaining table and local agreements are tied into percentages in the central table agreement. The LKDSB is not permitted to alter the percentage. He confirmed that Administration has a very hard time hiring qualified teachers of the Indigenous languages. Administration is supportive of individuals becoming certified to teach the languages. Chair Bryce advised that Director Costello would be replying to the letter.

Trustee Rising advised that she was a little bit concerned about the reply. She shared her thoughts on the intent of Chief Miskokomon's letter and comments made by Director Costello. She commented on the need to be very clear with budget information and funding for Indigenous education not from the general teaching lines. Trustee Rising commented that she thought someone from Walpole Island First Nation would be attending the Board Meeting and speaking to the letter.

Director Costello advised that Superintendent McKay would be attending the May 17 Indigenous Liaison Committee meeting to review the funding sources and outline the budget lines. He will be providing greater details on how the funding flows for some of the positions. Administration has just received the information from the Ministry and is working through the details as they apply to the LKDSB. Superintendent McKay confirmed that he plans to show ILC members how the funding flows and tie it to the specific positions. Director Costello advised that Chief Miskokomon is welcome to attend the ILC meeting and hear Superintendent McKay's presentation.

Announcements

Chair Bryce congratulated everyone involved in reaching an agreement quickly so the secondary student soccer league could proceed.

The next Regular Board Meeting will be held on Tuesday, May 9, 2017, 7:00 p.m. at the Chatham Education Centre.

Adjournment  
7:39 p.m.

There being no further business, Chair Bryce declared the meeting adjourned at 7:39 p.m.

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Chair of the Board

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Director of Education and Secretary of the Board

Delegation Received April 21, 2017 via email from Jim Smyth

RE: BSP Directive

Hi Jim I hope things are well. Our group of small business vendors would like to speak at the next board meeting on May the 9th with our concerns in dealing with schools concerning clothing and awards. Thank you Jim

On behalf of ourselves (All Seasons Trophies) and a number of other small, Lambton-Kent based similar businesses, we wish to speak to the board about the impact of the BPS directive specific to awards, apparel & promotional merchandise.

We would like to highlight some concerns with both the roll out and the policy itself as well as offer some suggestions and options that would allow all legal requirements of the BPS to be met going forward without causing undue effort and additional costs for teachers, coaches, the procurement group and the board itself.

Concerns fall into three key areas:

- Stated driver in the BPS policy is to be more fiscally responsible, yet
  - On like for like products we compared our actual recent invoices to advertised preferred supplier costs (minus 15% board discount); typical finding is that preferred supplier costs are 2 – 4 times more than actual recent invoiced costs
  - On top of this like for like comparison, new model includes extra fees for artwork design (already on file locally and therefore not charged each time)
  - Minimum order quantities with preferred supplier are higher, causing a requirement to spend more upfront
  - Out of town supplier has extra shipping costs, plus expedited shipping costs to be able to match what's often possible for local lead times
- Stated driver is the BPS policy is to be transparent, open, ethical
  - Local suppliers not engaged to bid or notified in advance of this significant change
  - Teachers / admin / coaches – who do much of the work to order these items, often on unpaid volunteer time – not fully engaged in the process to provide end user feedback on
    - current product quality / service / delivery, or
    - amount of additional work they are being asked to take on to move to this new model.
  - Concerns that such a blanket policy, plus a challenging roll out, doesn't fully align with stated board policies valuing “community members as respected, valued partners”
- Practicality / cost impacts of new BPS process. On top of straight dollar cost differential as above:
  - New process requires significantly more procurement support – based on industry benchmarks of all the soft costs required to create a bid package and issue a formal purchase order, in many cases this new method means more is being spent on these soft costs than on the value of the order itself
  - What we've seen in the first few weeks is that even for the bids we win, all this extra work upfront means our lead times are much shorter. This can lead to overtime and expediting costs which could be avoided if the process were more streamlined.

Proposed solutions / Options:

- Dollar cap under which spending is discretionary, without requiring additional procurement authorization
  - Frees up the procurement group to focus on high risk / high spend items
  - Easier for teachers / coaches – an important consideration when much of this work is done on personal volunteer time
  - Aligns with publicly available information on how other public entities (ie. City of Toronto, multiple Ontario universities) set up their purchasing policy to align with BPS guidance
- Second dollar cap (slightly higher than the first) under which spending is discretionary, without requiring additional procurement authorization, **for custom orders**

- Frees up the procurement group to focus on high risk / high spend items – and prevents them from having to be the go-between for the sometimes dozens of questions that arise when working through the design phase of a custom order.
- Many of the products in question require a lot of upfront design work, back-and-forth with the vendor to find the best materials, create new artwork, etc. Requesters simply don't know all the info they need to create a detailed product requisition that can go through a bid process without being allowed to work directly with a vendor first.
- This allows easier matching of previously created custom-designed orders. For annual awards in particular, a teacher may know that they want this year's to look the same but do not have the technical expertise to outline how exactly to achieve this in a bid process. Working with an existing vendor reduces their work substantially to be able to say "match to previous custom order".
- For mid-value items, absolutely agree that competitive quotes are worthwhile. Question however if procurement needs to be involved in all of these or if they can be obtained directly by the requester:
  - This is the model used by the Peel District School Board, which lends credence to the fact that it's allowable under BPS
  - Allows direct communication of what is required rather than back-and-forth
    - Reduced procurement involvement = lower soft costs
    - Allows ordering to proceed more quickly = reduced overtime / expediting costs
- No concerns with the newly established bid model for high value items, provided:
  - Requirements can be clearly & specifically defined
  - Reasonable timelines are allowed for quoting & production

#### To Sum Up

- Although we recognize the value of a "buy local" mentality, realize that public entities can't justify purchasing decisions on this basis.

That said, we want to ensure the new process is lined out in a way that is fiscally responsible and practical to implement. There's absolutely value in formal bids for significantly expensive work. But to apply as a blanket policy, with every single order having a touch point with procurement, adds costs and delays for even the most basic orders. Without some degree of segregation by job cost, all of these extra admin / rush / personnel costs will exceed potential cost savings from the new methodology.

*Peter Sparks*

*Owner*

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**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-82**

**FROM: Shannon Sasseville, Chair, Ad Hoc Strategic Planning Subcommittee**

**DATE: May 9, 2017**

**SUBJECT: Report of the Ad Hoc Strategic Planning Subcommittee**

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The February 28, 2017 Board Meeting, Trustees passed the following motion to establish an Ad Hoc Strategic Planning Subcommittee.

“That the Board approve the appointment of Trustees McGregor, Murphy and Sasseville to the Strategic Planning Subcommittee to work with Senior Administration to determine the process to develop a Multi-Year Strategic Plan, to hire a consultant if deemed necessary, and report back to the Board.”

It was confirmed that the Subcommittee would not be hiring a consultant but making a recommendation to the Board on whether or not there is a need to hire one.

The Ad Hoc Strategic Planning Subcommittee met on April 19, 2017. Trustee Sasseville agreed to serve as Chair.

Items discussed:

- length of plan – new long term plan or tweak draft presented for short term
- tweak draft presented to incorporate community engagement and present for approval
- engage a consultant to assist with developing a long term plan
- need for a budget for long term plan process
- changing landscape of education (i.e. accommodation reviews/consolidations/closures to be reflected in the plan)
- student success and program enhancement to be guiding lights of plan in context of changing landscape and education
- possibility of operational plan with measurable outcomes as a companion document to the strategic plan

Next Steps:

1. Committee members supported tweaking the draft plan presented at the January 31, 2017 Board Meeting to cover the period ending 2019/2020. This plan will then be presented to Trustees for approval.
2. Committee members supported developing a strategic plan using multi stakeholder consultation to gather input. They propose that initially an information gathering phase be initiated to learn from peer school board plans and processes. Secondary, they propose a ballpark budget be developed to begin the process and that a process be initiated to identify a potential consultant that may be hired to guide the process. This will be further discussed at the May 18, 2017 Committee Meeting.

The next meeting is on May 18, 2017 at noon.

**Recommendation:**

**“That the Ad Hoc Strategic Planning Subcommittee tweak the draft Multi-Year Strategic Plan that was presented at the January 31, 2017 Board Meeting to cover the period ending 2019/2020 and bring this forward to the Board for approval.”**

**DRAFT**

Vision Statement  
Our Students - Shaping Our World

Mission Statement  
Fostering Success for Every Student Every Day

Belief Statements	Strategic Priorities	Strategic Actions
✓ Public education is an investment in the future of all peoples and all communities.	We will provide programs for the betterment of all students to acquire the skills necessary for good citizenship and to become community leaders.	<ul style="list-style-type: none"> <li>○ Provide authentic learning experiences that allow students to collaborate and think critically about school, community and global issues and encourage community engagement.</li> </ul>
✓ All students can learn and are entitled to quality instruction.	<p>We will provide quality instruction to ensure that students achieve high-mental, physical, emotional, and spiritual well-being within a holistic learning environment to support their academic performance.</p> <p>We will ensure that all students are provided with programs suitable to their needs.</p>	<ul style="list-style-type: none"> <li>○ Provide job-embedded professional learning that is responsive to demonstrated student needs: “why this learning for this student at this time?”</li> <li>○ Work to implement lessons that are current, relevant and engaging to students in order to enhance skills.</li> <li>○ Measure and report on graduation rates. (moved from #1)</li> </ul>
✓ A safe and caring learning environment is strengthened by embracing diversity, and respecting self, others and the world around us.	We will develop the capacity of all students and staff to embrace safe and caring learning environments and ensure respect for the world around us.	<ul style="list-style-type: none"> <li>○ Provide a welcoming learning environment supports the diversity of learners.</li> <li>○ Ensure that classroom instructional practices reflect inclusiveness, cultural understanding and tolerance, caring and respect for all.</li> <li>○ Collaborate with First Nation partners regarding application of Truth and Reconciliation Recommendations/Calls to Action.</li> <li>○ Implement ongoing professional learning for all employees.</li> <li>○ Ensure that hiring processes and succession planning reflect our ever-changing community.</li> </ul>

Belief Statements	Strategic Priorities	Strategic Actions
<p>✓ Student success is achieved through shared responsibility of students, staff, families, community and First Nation partners.</p>	<p>We will engage with all stakeholders who have an interest in public education.</p>	<ul style="list-style-type: none"> <li>○ Strengthen communication regarding student learning with all partners through a variety of strategies.</li> <li>○ Collaborate with First Nation partners regarding program development, hiring practices, succession planning and application of Truth and Reconciliation Recommendations/Calls to Action with solutions achieved by consensus.</li> </ul>
<p>✓ Accountability is attained through open dialogue, transparency and fiscal responsibility.</p>	<p>We will be accountable to all:</p> <ul style="list-style-type: none"> <li>➤ Students</li> <li>➤ Staff</li> <li>➤ Parents/guardians</li> <li>➤ Community members.</li> </ul> <p>We will consider available resources when determining program offerings.</p>	<ul style="list-style-type: none"> <li>○ Communicate progress in improving student achievement to parents and the school community.</li> <li>○ Annually report on the allocation of system financial resources through the budget process and presentation of the Audited Financial Statements.</li> <li>○ Effectively allocate resources in order to maximize impact on student learning at the school level.</li> <li>○ Demonstrate commitment to transparency and increased communication in all LKDSB actions.</li> </ul>
<p>✓ We are committed to innovation and continuous improvement.</p>	<p>We will regularly introduce effective research-based methods, ideas and practices in order to deliver programs of the highest quality.</p>	<ul style="list-style-type: none"> <li>○ Teachers will engage in inquiry, reflection, dialogue and sharing of ideas across subject areas.</li> <li>○ Continue to incorporate technology based learning in schools.</li> <li>○ Recognize the leadership potential of all through informal and formal means.</li> </ul>

January 27, 2017

**REGULAR BOARD, PUBLIC SESSION**

**Report To Board**

**FROM: Jim Costello, Director of Education**

**DATE: May 9, 2017**

**SUBJECT: 2017/2018 Student Trustee Appointments**

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The Student Senate met at Wallaceburg District Secondary School on April 24, 2017 to elect the two Student Trustee representatives to serve on the Board for the 2017/2018 school year. The election was conducted in accordance with the Board's Student Trustees and Student Senate policies, regulations and administrative procedures.

Candidates for the Student Trustee position submitted application packages. Each candidate delivered a brief presentation to the Student Senate outlining their interest in the position and following the presentation had an opportunity to respond to questions from the committee members.

The Students elected by the Student Senate to serve as Student Trustees for 2017/2018 school year are:

Elisabeth Guthrie  
Evan Rogers

Northern Collegiate Institute & Vocational School  
John McGregor Secondary School

**Recommendation:**

**"That the Board approve the election of Elisabeth Guthrie and Evan Rogers as the Student Trustees for the 2017/2018 school year."**

**REGULAR BOARD, PUBLIC SESSION  
REPORT TO BOARD**

**FROM: Jim Costello, Director of Education**

**DATE: May 9, 2017**

**SUBJECT: Addendum to the Final Staff Report for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School**

The purpose of the Addendum to the Final Staff Report (FSR) is to provide additional information acquired between the presentation of the FSR and the vote by Trustees.

The LKDSB Pupil Accommodation Report 2016/2017 and Initial Staff Report for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School were presented to Trustees at the October 4, 2016 Special Board Meeting.

On April 11, 2017, Trustees received the Final Staff Report for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School. This Addendum to the Final Staff Report provides Trustees with a summary of the public delegations to the Board and presents final recommendations to Trustees. The Final Staff Report, as presented on April 11, 2017, is attached.

**Delegations to the Board**

Date	Chatham Elementary Schools Accommodation Review Public Delegations	Synopsis
April 11, 2017	Presentation of Final Staff Report	No delegations were presented at this time.
April 25, 2017	Call for delegations at Board Meeting	No delegations were presented at this time.

**Administration's Final Rationale for the Recommendations**

As noted in the chart above, there have been no delegations presented to Trustees following the presentation of the Final Staff Report on April 11, 2017. Therefore, there are no changes to the Final Staff Report recommendations presented to Trustees.

John N. Given Public School offers a Kindergarten to Grade 8 English Language Program. Both John N. Given Public School English Language Program and Tecumseh Public School are currently under capacity. The English Language Programs at these schools can both be accommodated in Tecumseh Public School. John N. Given Public School and Tecumseh Public School are 600m apart (according to CLASS). Senior Administration believes that concerns in regard to pedestrian and vehicular traffic entering and exiting Tecumseh Public School can be mitigated through co-operation with the Municipality of Chatham-Kent and with a reconstruction of the existing parking lot at the school.

John N. Given Public School also offers a Grade 7 and 8 French Immersion (FI) Program, which will be relocated to McNaughton Avenue Public School for September 2017. The program relocation for September 2017 may result in a need for a portable classroom over the short term for one class, at an estimated cost of \$40,000. The most recent LKDSB enrolment projections indicate that McNaughton Avenue Public School's total enrolment will remain stable, but below the Ministry-rated capacity, and begin to decrease following the 2020-21 school year.

Closing John N. Given Public School and consolidating the Grade 7 and 8 FI students into McNaughton Avenue Public School and the Kindergarten to Grade 8 English Language Program students into Tecumseh Public School will create efficiencies for the system and enhance programs and facilities at both schools.

John N. Given Public School has a 5-year FCI of 51.61% and a 5-year renewal cost of \$3,948,210. The LKDSB would reduce the need to maintain this building by consolidating students into Tecumseh Public School and McNaughton Avenue Public School.

In response to questions from Trustees, Senior Administration further investigated the possibility of having John N. Given Public School JK students enter directly into JK at Tecumseh Public School in September 2017. While this option would negate the need for a second transition for this student population, there is not currently enough FDK spaces available at Tecumseh Public School to accommodate these students. In addition, excess space at Tecumseh Public School will be under construction for a significant portion of the 2017-18 school year, which would require the need to rent portables should the JK students move to Tecumseh Public School before consolidation. Senior Administration supports keeping the JK program at John N. Given Public School for the 2017-18 school year and consolidating the entire English Language Program in September 2018.

## **1. Program Opportunities for Students**

### **English Language Program**

- John N. Given Public School is 600m (according to CLASS) from Tecumseh Public School
- The proposed consolidation would result in a total projected population of 517 students at Tecumseh Public School, which has a Ministry-rated capacity of 557
  - Presently the LKDSB has five elementary schools with populations that exceed 500 students
- The consolidation of the English Language program at Tecumseh Public School would result in fewer split-grade classes

### **French Immersion (FI) Program**

- The consolidation of Grade 7 and 8 FI classes from John N. Given Public School at McNaughton Avenue Public School would result in a total projected population of 737 students. The Ministry-rated capacity of McNaughton Avenue Public School is 757.
- If consolidated, the increased total enrolment at McNaughton Avenue Public School may result in the short-term need for a portable classroom until enrolment declines, as outlined in LKDSB projections.

- The proposed consolidation would eliminate future transitions of Grade 6 FI students at McNaughton Avenue Public School to Grade 7 FI at John N. Given Public School.
- FI supports (Resource Teacher, Librarian, Prep Time Teachers, EAs, ECEs, and office staff) would be consolidated at the McNaughton Avenue Public School site.

**2. Transition of Students**

There has been significant dialogue with the Accommodation Review Committee (ARC) in regard to relocating students from John N. Given Public School to Tecumseh Public School and McNaughton Avenue Public School. No committee members made comments in favour of maintaining the status quo. Committee members’ greatest concern is safety of students travelling to Tecumseh Public School. The committee expressed support for delaying the relocation of the English Language Program students to Tecumseh Public School for one school year to allow the LKDSB to complete its renovations to the parking lot area and engage in further conversation with the Municipality of Chatham-Kent in regard to relocation or upgrade of crosswalks on McNaughton Avenue. The delay would also allow for construction and upgrades inside Tecumseh Public School to be completed prior to the relocation of the 184 English Language Program students from John N. Given Public School.

Committee members also supported moving the FI Grade 7 and 8 program to McNaughton Avenue Public School for September 2017, as it would reduce transitions and keep the FI program for Chatham intact in one location. Committee members supported this option regardless of the potential need for a portable to accommodate the student population at McNaughton Avenue Public School in the short-term and the potential impact on extracurricular activities for the remaining Grade 7 and 8 English Language population at John N. Given Public School.

<b>School</b>	<b>Ministry Rated Capacity Sept 14/16</b>	<b>Sept. 2017 Enrolment Projection</b>	<b>Sept. 2018 Enrolment Projection</b>
John N. Given Public School	351	191 (254-63 FI)	509 (184+325)
Tecumseh Public School	557	323	
McNaughton Avenue Public School	757	737(674+63 FI)	738 (667+71 FI)



### **3. Transition Plan**

If Board approves the consolidation of the Schools, a Transition Committee will be formed as soon as possible to address the transition of students and staff. Transition Committee membership will consist of:

- Superintendent(s) of Education or designate(s)
- School Principal from each school
- School Council Chairs from each school
- First Nation Representative
- Two teachers from each school
- Two students from each school
- A clerical staff from each school
- A parent/community member from each school
- An educational assistant and early childhood educator from each school
- CUPE and ETFO President/Vice President

Subcommittees are developed as needed and may have members who are not on the Transition Committee. The Transition Committee would be responsible for such things as school orientation/transition, memorabilia, resources and equipment, special events (including graduation and awards), extra-curricular activities, mascot and logo.

### **4. Naming Committee For the Consolidated School**

The practice of the Board has been to establish a Naming Committee when schools are consolidated.

According to Naming and Renaming of Board Facilities Regulation R-AD-105, when schools are consolidated into one school, the renaming of Board facilities process will be followed. This requires the Director of Education to establish an ad hoc committee to recommend a name to the Board for approval.

Administration is proposing that an Ad Hoc Naming Committee be formed for the consolidated Tecumseh Public School and John N. Given Public School because two school communities are being consolidated.

Administration is not proposing the same for McNaughton Avenue Public School because only the French Immersion Grade 7 and 8 Program is being relocated to McNaughton Avenue Public School.

The Ad Hoc Committee is to be comprised of:

- (a) two trustees, appointed by the Board (one to chair the committee),
- (b) one facility administrator (principal or principal designate if applicable),
- (c) two representatives of the School Advisory Councils (if applicable),
- (d) two community representatives,
- (e) one member of the senior administration.

The Director will communicate to Principals and School Council Chairs information regarding the selection process for Naming Committee Members and the timelines.

## **Conclusion**

The accommodation review process included the following steps:

- Public meetings
- Accommodation Review Committee (ARC) meetings
- Opportunity for Public delegations to Trustees at Board Meetings
- Meetings with local municipal officials
- Meetings with school staff and union representatives

After reviewing the information gathered during the accommodation review process, Senior Administration upholds the recommendations contained in the Final Staff Report (FSR) and submits the following recommendations without modification:

### **Recommendation #1**

**“That the Board approve the consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School for September 1, 2018; the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School in September 1, 2017 and approve the closure of John N. Given Public School as of July 1, 2018.”**

### **Recommendation #2**

**“That the Board dissolve the Chatham Elementary Schools Accommodation Review Committee.”**

### **Recommendation #3**

**“That the Board approve the establishment of an Ad Hoc Naming Committee to recommend to the Board a name for the consolidated Tecumseh Public School and John N. Given Public School and appoint two Trustees to serve on the Committee.”**

**REGULAR BOARD, PUBLIC SESSION**  
**REPORT TO BOARD**

**FROM: Jim Costello, Director of Education,  
Gary Girardi, Superintendent of Capital Planning and Accommodation,  
Brian McKay, Superintendent of Business**

**DATE: April 11, 2017**

**SUBJECT: Final Staff Report for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School**

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The purpose of the Final Staff Report for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School is to provide Trustees with a summary of the Chatham Elementary Schools Accommodation Review, information on the community consultation process and the final staff recommendations. The Pupil Accommodation Review process is still underway, with opportunities for public delegations at the April 25, 2017 Board Meeting. Any changes or additions to the Final Staff Report (FSR), as a result of public delegations, will be included as an addendum to the FSR, which will be presented to Trustees for approval at the May 9, 2017 Board Meeting.

**A. Background**

The Lambton Kent District School Board (LKDSB) strives to provide educational programs and services of the highest quality. This is best accomplished when facilities are conducive to creating a stimulating learning environment designed to meet the needs of all pupils within fiscal parameters. In addition to facilitating the delivery of its Mission, the LKDSB will endeavor to optimize the use of facilities. Various factors beyond the control of the LKDSB impact this commitment. These factors include declining enrolment, demographics, current funding and operational realities, new provincial legislation and policy, changing educational objectives and physical limitations of buildings.

In March 2015, the Ministry of Education released a new Pupil Accommodation Review Guideline and a new Community Planning and Partnerships Guideline. As a result, in June 2015, the Board updated its policies and regulations on Pupil Accommodation and Community Planning and Partnerships to reflect the new Ministry guidelines. In accordance with these guidelines, the LKDSB Capital Plan 2016 was presented at the Board Meeting on September 27, 2016 to which all agencies on the LKDSB entities list, as outlined in the LKDSB Regulation No: R-BU-529, were invited. During this presentation, LKDSB Senior Administration shared information on funding changes and potential partnership opportunities to utilize unused pupil spaces in schools with low enrolment from both the municipal sector and the business sector.

The “LKDSB Pupil Accommodation Report 2016/2017” and “Initial Staff Report for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School” were presented to the Board on October 4, 2016, in compliance with LKDSB Regulation No: R-AD-106. The Pupil Accommodation Report contained the Proposed Pupil Accommodation Review Plan by Phases, one of which was further outlined in the Initial Staff Report recommending the consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School. Trustees voted to approve the establishment of an Accommodation Review Committee for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School.

## A.1 Demographics/Declining Enrolment

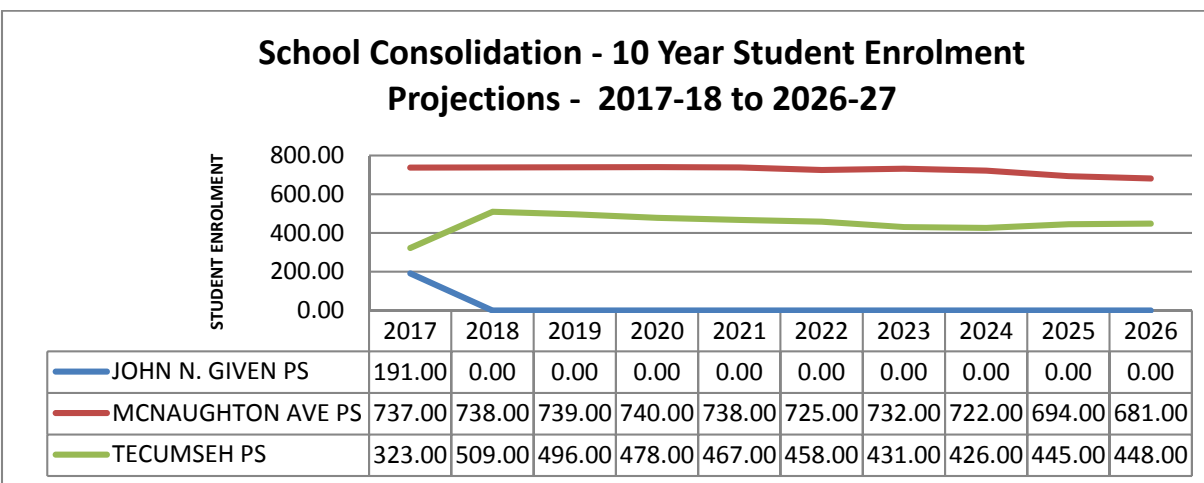
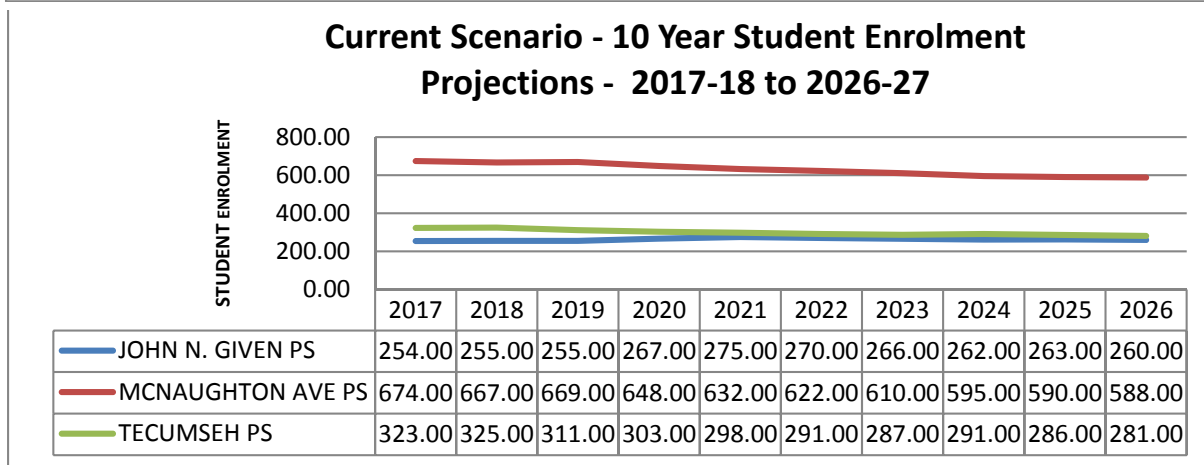
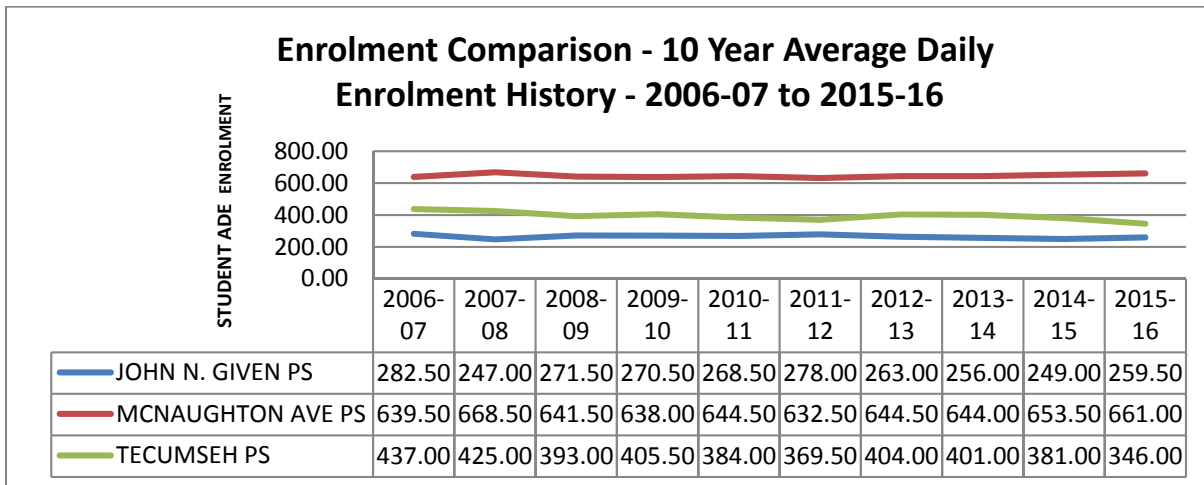
### Board and School Facts

	<b>John N. Given</b>	<b>McNaughton Avenue</b>	<b>Tecumseh</b>
<b>Property Size</b>	2.49 Hectares (6.15 Acres)	8.09 Hectares (20 Acres)	7.35 Hectares (18.16 Acres)
<b>Age and Size</b>	Original Build 1955 (2,602 sq. m)	Original Build 1967 (5,754 sq. m)	Original Build 1956 (5,915 sq. m)
<b>Enrolment (as of Sept. 14/16)/ Capacity</b>	249/351	697/757	344/557

- In October 1999 the LKDSB had 29,399.6 Full Time Equivalent (FTE) students
- As of October 31, 2016, the LKDSB has 22,017.9 FTE students
- Since the time of amalgamation, this is a 25% reduction in student population at the LKDSB
- The Ontario Ministry of Education indicates the LKDSB has 8,487 Ministry-rated empty pupil spaces as of October 31, 2016
- LKDSB's current capacity utilization is 72.2%
- LKDSB's projection of continued enrolment decline and capacity utilization: 20,934 FTE in 2021 (68.6%); 20,027 FTE in 2026 (65.6%)
- LKDSB's rate of enrolment decline is approximately 1% from 2014/2015 to 2016/2017
- Since amalgamation in 1998 the LKDSB has closed 14 elementary schools, 3 secondary schools, and 1 Adult Learning Centre, and has built 2 new schools – Sir John Moore (1999) and P.E. McGibbon (2010).

While Statistics Canada predicts that the birth rate in Ontario will increase from 2010 to 2025, the County of Lambton and the Municipality of Chatham-Kent birth rates and the projected student populations are expected to decrease. This anticipated decline will occur more slowly than the current pace. This Statistics Canada data is supported by the Board's demographic software and is reflected in the demographic information supplied to the LKDSB by the Municipality of Chatham-Kent and the County of Lambton.

Chatham-Kent's overall population declined from 103,671 in 2011 to 101,647 in 2016, according to the [Chatham-Kent Economic Development website](#). This population decrease was also reflected in the primary urban centre of Chatham, which declined from 44,676 in 2011 to 43,550 in 2016. The data on the Chatham-Kent Economic Development website is from the Statistics Canada 2016 Census, which was released on February 8, 2017.



The above projections are based on the consolidation of the French Immersion Program at McNaughton Avenue Public School in 2017 and the consolidation of the English Language Program at Tecumseh Public School in 2018.

The On the ground (OTG) Ministry-rated capacity for each school is as follows:

John N. Given Public School	351
McNaughton Avenue Public School	757
Tecumseh Public School	557

## A.2 Financial

### Financial Considerations

Strong fiscal management is an important component of Ontario's publicly funded education system. Ontario's Ministry of Education states, in their *Achieving Excellence: A Renewed Vision for Education in Ontario*, that "public trust is built when the education system makes decisions based on evidence and research, and when it is seen as a good steward of public resources". This focus has led to changes in how the Ministry is providing grant funding for education in the province. It is no longer fiscally sustainable to continue to fund empty pupil spaces in our schools. This practice diverts significant funding from students.

The LKDSB Pupil Accommodation Report 2016/2017 outlined details of the following impacted grants:

- Top-up Funding reduction under the School Facility Operations and Renewal Grant
- Declining Enrolment Adjustment Grant reduction
- Geographic Circumstances Grant (rural designation) reduction
- School Foundation Grant reduction

The LKDSB began experiencing changes in these four funding lines, beginning with the 2015/2016 budget. Funding changes are generally being phased in over a three-year period as per the following schedule:

- 2015/2016 budget included 1/3 of the funding generated from the new funding model and 2/3 of the funding from the old funding model
- 2016/2017 budget includes 2/3 of the funding generated from the new funding model and 1/3 of the funding from the old funding model
- 2017/2018 budget will be based entirely on the new funding model

The reduction in grant funding may be subject to further adjustments due to changes in the LKDSB's annual enrolment.

#### Top-up Allocation Under the School Facility Operations and Renewal Grant

Top-up funding as provided under the School Facility Operations and Renewal Grant has been provided to school boards since 2003 to assist in managing and funding underutilized schools. The old method of calculating top-up funding is being phased out over a three-year period, starting with the 2015/2016 budget year. The following table shows the annual impact of the funding phase-out over the three-year period. The loss in top-up allocation for the 2015/2016 budget year was the net funding loss after all enrolment adjustments had been made for that school year. The 2017/2018 projected top-up funding loss is based on the LKDSB 2016/2017 enrolment numbers. Final annual funding amounts are not known until final enrolment numbers are provided to the Ministry of Education.

Budget Year	Budget Allocation Method	Calculation of Previous Year Funding	Budget Year Funding	Difference (Loss in Funding)
2015/2016	1/3 funding – new method 2/3 funding – old method	\$6,206,973	\$4,770,710	\$1,436,263
2016/2017	2/3 funding – new method 1/3 funding – old method	\$4,770,710	\$3,465,277	\$1,305,433
2017/2018	All funding – new method	\$3,465,277	\$2,159,844	\$1,305,433
<b>Total</b>				<b>\$4,047,129</b>

The Ministry continues to offer the enhanced top-up funding portion with eligibility criteria based on road network distance between facilities. Eligible schools within the LKDSB will continue to receive top-up to 100% of the school's capacity. The new eligibility criteria is as follows:

- Elementary schools must be at least 10 km away from the next closest school of the Board
- Secondary schools must be at least 20 km away from the next closest secondary school of the Board

Without changes to the number and location of schools, once the new model for top-up funding is completely phased in, the LKDSB will lose \$4,047,129 on an annual basis. The LKDSB, under the new top-up funding formula will receive funding for only 11 elementary schools rather than its current 47 elementary schools, and only 3 secondary schools rather than its current 12 secondary schools. The new top-up funding formula no longer supports under-capacity schools that are operating in close proximity to other LKDSB schools.

#### Declining Enrolment Adjustment Grant

The Declining Enrolment Adjustment Grant funds school boards that are experiencing a decline in student enrolment. This grant provides time for a school board to address declining enrolment through program and facility changes. This change will be phased in over a three-year period. The LKDSB 2016-17 budget has experienced a loss in this grant in the amount of \$48,627. The reduction in this grant may be subject to further adjustment due to changes in LKDSB annual enrolment.

#### Geographic Circumstances Grant

The Geographic Circumstances Grant provides funding to school boards that operate small, isolated schools and that are faced with additional operating costs due to geographical challenges, such as school board size and school dispersion. The LKDSB is experiencing reductions in the following two areas of this grant:

- Remote and Rural Allocation – Supports the higher cost of purchasing goods and services for small school boards, for school boards that are distant from major urban centres and for school boards with schools that are distant from one another. The LKDSB realized a reduction in 2016-17 of \$25,642.
- Rural and Small Community Allocation – Supports schools in rural or small communities. The LKDSB realized a reduction in 2016-17 of \$53,458.

Changes to this grant will be phased in over a three year period following the same 1/3-2/3 phase-in method as described above. The LKDSB will experience a total grant decrease of \$79,100 for 2016-17, which is in addition to the 2015/16 funding reduction in this area. After the three year phase-in of the new formula, the annual loss in funding will be \$230,000.

#### School Foundation Grant

The School Foundation Grant covers the costs of school administration, including salaries and benefits for principals, vice-principals and office support staff, as well as school administration supplies. A new allocation method is being phased in for this grant. The new funding formula will shift funding away from small schools that are not isolated. Funding preference will be given to schools that are large, remote and/or combined. A combined school would contain grades from both the elementary and secondary panels. The 2016-17 grant reduction for the LKDSB is \$30,718.

## **Student Transportation**

### Overview:

The proposed consolidation would result in the French Immersion Grades 7 and 8 students continuing their education at McNaughton Avenue Public School, thereby eliminating a transitional step for these students. English Language Program students would attend the nearby Tecumseh Public School, which is approximately 600m (according to CLASS) from the John N. Given Public School site.

### Anticipated Cost Implications:

#### i) English Language Program Transportation Changes

As John N. Given Public School and Tecumseh Public School are located in close proximity, there will be very few additional students from John N. Given Public School who will become eligible for busing to Tecumseh Public School. CLASS believes that all students can be accommodated on existing Tecumseh Public School bus routes with minor routing changes. CLASS anticipates that these routing changes will result in limited impact. It is projected that there would be no additional costs, or savings, when implementing this change.

#### ii) French Immersion Program Transportation Changes

Currently the French Immersion Program bus routes servicing McNaughton Avenue Public School are also shared with John N. Given Public School. CLASS is confident that the impacts resulting from the French Immersion Program consolidation at McNaughton Avenue Public School can be accommodated on existing buses with little or no change. It is projected that there would be no additional costs, or savings, for this change.



**B. Accommodation Review Process**

The Accommodation Review process consists of five components:

- B.1 - Accommodation Review Committee (ARC)**
- B.2 - Public Meetings**
- B.3 - Community Consultations**
- B.4 - Public Delegations to Board of Trustees**
- B.5 - Meetings with LKDSB Staff**

**B.1 Accommodation Review Committee (ARC)**

Mandate:

The Accommodation Review Committee (ARC) represents the schools under review and acts as the official conduit for information shared between the school board and the school communities. The ARC may comment on the Initial Staff Report and may, throughout the pupil accommodation review process, seek clarification on the Initial Staff Report. The ARC may provide other accommodation options than those included in the Initial Staff Report; however, it must include supporting rationale for any such option.

The following chart provides a summary of the ARC Meetings. All complete Records of Action and presentations can be found on the LKDSB website.

<b>Date</b>	<b>Chatham Elementary Schools Accommodation Review Committee Meetings</b>	<b>Synopsis</b>
October 27, 2016	ARC Orientation Session (Chatham Regional Education Centre) 6:30 p.m. to 7:52 p.m.	Administration provided an Orientation Session and reviewed the mandate, roles and responsibilities, and procedures of the ARC.
January 19, 2017	Accommodation Review Committee Working Meeting #1 (Chatham Regional Education Centre) 6:00 p.m. to 7:13 p.m.	<p>Administration presented information on the role of the Committee. Discussions included follow-up items raised at the Orientation Meeting, including a discussion regarding John N. Given Public School community partners.</p> <p>Administration from the LKDSB arranged for a presentation from CLASS to address transportation concerns expressed in Public Meeting #1. CLASS discussed ways in which the Board could work with the Municipality of Chatham-Kent to mitigate vehicular and pedestrian traffic concerns in relation to the additional traffic at the Tecumseh Public School site, should the consolidation occur.</p> <p>Administration introduced the architects from Architectura Inc. who were hired by the LKDSB to provide a vision for the Tecumseh Public School parking lot area. The architects were present to discuss their process and answer questions from the committee.</p>

Date	Chatham Elementary Schools Accommodation Review Committee Meetings	Synopsis
		<p>The LKDSB Manager of Plant and Maintenance also discussed the need for the addition and update of Full Day Kindergarten (FDK) classrooms should the consolidation occur at Tecumseh Public School. The potential need for a portable(s) at McNaughton Avenue Public School for September 2017 was also discussed.</p> <p>Time was allotted for a question and answer period from ARC members, as well as a discussion about items for Working Meeting #2. One of the items raised for discussion at Working Meeting #2 was the timeline for potential construction and relocation of the students should the consolidation take place.</p>
March 7, 2017	Accommodation Review Committee Working Meeting #2 (Chatham Regional Education Centre) 6:00 p.m. to 7:46 p.m.	<p>Architectura Inc. presented two potential plans for the parking lot to mitigate vehicular and pedestrian traffic concerns at Tecumseh Public School. The committee discussed the plans with the architects.</p> <p>Discussion took place regarding CLASS working with the Municipality of Chatham-Kent to discuss any request to move or add crosswalks at Tecumseh Public School once the drawings for the parking area had been finalized.</p> <p>The LKDSB Manager of Plant and Maintenance discussed the potential transition timelines in regard to construction at the Tecumseh Public School site and the relocation of students from John N. Given Public School to Tecumseh Public School and McNaughton Avenue Public School. Committee members shared their perspective and the perspective of their school communities in regard to timeline preferences.</p> <p>The student representative from McNaughton Avenue Public School shared the results of two student surveys conducted with the current Grade 6 FI classes at McNaughton Avenue Public School.</p> <p>A committee member representing John N. Given Public School submitted a series of questions from their school community for discussion.</p>

### **Options Suggested and/or Items Discussed by the ARC**

#### **Maintaining the Status quo**

There was no significant discussion by the committee on keeping the status quo given the proximity of the schools to one another and the present and projected enrolments.

The Committee examined and discussed the following items:

- **Student Transition**
  - Importance of maintaining a welcoming environment for all students
  - Student supports to help with the transition
  
- **Transition Timeline**
  - Two options for the relocation of the John N. Given Public School English Language Program to Tecumseh Public School:
    - Relocate English Language Program students in September 2017
    - Relocate English Language Program students in September 2018
  - Three options for the relocation of the John N. Given Public School French Immersion (FI) program to McNaughton Avenue Public School:
    - Relocate Grade 7 FI Program to McNaughton Avenue Public School and maintain Grade 8 FI Program at John N. Given Public School in September 2017. Relocate the Grade 8 FI Program to McNaughton Avenue Public School in September 2018.
    - Relocate Grade 7 and 8 FI Program to McNaughton Avenue Public School in September 2017
    - Relocate Grade 7 and 8 FI Program to McNaughton Avenue Public School in September 2018
  - The student representative from McNaughton Avenue Public School conducted two surveys of current Grade 6 FI classes at McNaughton Avenue Public School. The surveys inquired whether students would like to attend John N. Given Public School for Grade 7 FI during 2017-18 or remain at McNaughton Avenue Public School for 2017-18. The results of the survey suggested that a majority of students would prefer to attend McNaughton Avenue Public School for Grade 7 FI beginning in September 2017.
  
- **Vehicular and Pedestrian Traffic Concerns at Tecumseh Public School**
  - Reconfiguration of school sidewalks, pathways, and vehicular traffic flow
  - Pursuing discussions with the Municipality of Chatham-Kent for relocation or addition of crosswalk on McNaughton Avenue
  - Future safety assessment of playground area at Tecumseh Public School
  
- **Facility Changes at Tecumseh Public School**
  - Reconfiguration of existing classrooms for addition/renovation of FDK classrooms
  - Reconfiguration of parking lots
  - Reconfiguration of bus bay area
  - Reconfiguration of outdoor play areas
  - Construction timelines and safety concerns during construction
  
- **Potential for Portables at McNaughton Avenue Public School**
  - Potential for the addition of 1 portable if Grade 7 and 8 FI students from John N. Given Public School are located at McNaughton Avenue Public School in September 2017 (given current enrolment projections)

## **B.2 Public Meetings**

The following provides a summary of the Chatham Elementary Schools Accommodation Review Public Meetings.

<b>Date</b>	<b>Chatham Elementary Schools Accommodation Review Public Meetings</b>	<b>Synopsis</b>
December 1, 2016	Pupil Accommodation Review Public Meeting #1 (John N. Given Public School) 6:00 to 7:23 p.m.	Administration provided an overview of the ARC Orientation Session; presented the Initial Staff Report with the recommendation; and presented the School Information Profiles (SIP). Members of the public and ARC members asked questions and provided input on both the staff recommendation and process. Mayor of Chatham-Kent attended the meeting.
February 23, 2017	Pupil Accommodation Review Public Meeting #2 (Tecumseh Public School) 6:00 to 6:31 p.m.	Administration presented an overview of the discussion from the ARC Working Meeting #1. Members of the public and ARC members asked questions and provided input on both the staff recommendation and process.

### **Themes from Public Meetings**

The public meetings included discussions on the following items:

- Transition process
- Vehicular and pedestrian traffic concerns at Tecumseh Public School on McNaughton Avenue
- Student safety due to increased student populations
- Support of Municipality of Chatham-Kent regarding further discussions on traffic mitigation strategies
- Facility updates required at Tecumseh Public School
- Relocation of staff
- Relocation of existing programs

## **B.3 Community Consultations**

<b>Date</b>	<b>Chatham Elementary Schools Accommodation Review Community Consultation Meetings</b>	<b>Synopsis</b>
September 27, 2016	Capital Plan and Community Partnership LKDSB Board Meeting	The LKDSB invited municipal and community partners on the LKDSB entities list to the Board Meeting on September 27, 2016. They were provided with a copy of the agenda and LKDSB Capital Plan 2016 prior to the meeting.  The 2016 Chatham-Kent Official Plan states that there will be incremental population and housing growth from 2011 to 2031.

<b>Date</b>	<b>Chatham Elementary Schools Accommodation Review Community Consultation Meetings</b>	<b>Synopsis</b>
		To date, partnership offers have not been received from the municipal partners to further utilize the unused pupil spaces at John N. Given Public School or Tecumseh Public School.
October 4, 2016	Pupil Accommodation and Initial Staff Report Presented to Trustees at the Special Board Meeting	The Pupil Accommodation Report and Initial Staff Report were presented to the Trustees and the public. The LKDSB approved the establishment of an Accommodation Review Committee for the Consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School.
November 7, 2016	Meeting with the Mayor and staff of the Municipality of Chatham-Kent	Administration met with the Mayor and staff of the Municipality of Chatham-Kent to outline the pupil accommodation review process.
December 1, 2016	Public Tour of John N. Given Public School	A guided tour was conducted for interested members of the public.
January 19, 2017	Public Tour of McNaughton Avenue Public School	A guided tour was conducted for interested members of the public.
February 23, 2017	Public Tour of Tecumseh Public School	A guided tour was conducted for interested members of the public.
April 11, 2017	Final Staff Report Presented at LKDSB Board Meeting Agenda in Chatham	Senior Administration will deliver the report to Trustees for information. The report will be posted on the LKDSB website.
April 25, 2017	Delegations to Present at LKDSB Board Meeting in Chatham	Information will be incorporated into the Addendum to be presented to Trustees with the Final Staff Report on May 9, 2017.
May 9, 2017	Vote of Trustees at LKDSB Board Meeting in Chatham	Presentation of Final Staff Report and Addendum to Trustees for consideration and voting purposes.

**Relevant Discussions and Correspondence with Municipalities and Other Community Partners**

The LKDSB received input and information from municipal and community partners. In several cases, this also accompanied ongoing dialogue and participation at the public meetings.

The LKDSB invited the Municipality of Chatham-Kent to the Board Meeting on September 27, 2016 when the Capital Plan was presented to inform all municipal partners of the LKDSB’s desire to form partnerships to use unfunded student spaces in its schools. The LKDSB also initiated a meeting on November 7, 2016, following the release of the LKDSB Pupil Accommodation Report and Initial Staff Report, to review the process for the Chatham Elementary Schools Pupil Accommodation Review.

**LKDSB Online Communications**

As part of the overall communications plan for the Chatham Elementary Schools Pupil Accommodation Review, the LKDSB website has been one of the primary sources for communicating details about the process to the public. To support these efforts, as well as to ensure effective and consistent communication, information has also been posted on the websites of the schools involved in the Pupil Accommodation Review. These methods of communication supported the ongoing personal engagement with students, parents, staff and members of the community.

The LKDSB website has a dedicated Accommodation Review webpage (<http://www.lkdsb.net/BoardInfo/arc.htm/> <http://www.lkdsb.net/Board/AccommodationReview/Pages/default.aspx>), which includes information from all of the Board’s current and past (up to 2009) pupil accommodation reviews. This webpage received a total of 12,189 hits from October 2016 to March 28, 2017.

Additionally, a webpage was established specifically for the Chatham Elementary Schools Pupil Accommodation Review (<http://www.lkdsb.net/Board-Info/arc7.htm/> <http://www.lkdsb.net/Board/AccommodationReview/chatham-arc/Pages/default.aspx>), which was launched following the October 4, 2016 Special Board Meeting. This webpage included the Initial Staff Report; dates of Public and Working Meetings; agendas and Records of Action; presentations and delegation information; and contact information.

An “Accommodation Review Frequently Asked Questions” webpage (<http://www.lkdsb.net/Board-Info/arc-faq.htm/> <http://www.lkdsb.net/Board/AccommodationReview/arc-faq/>), which provides a general overview of the process, and a “Chatham Area-Frequently Asked Questions” webpage (<http://www.lkdsb.net/Board-Info/arc7-faq.htm/> <http://www.lkdsb.net/Board/AccommodationReview/chatham-arc/chatham-faq/>) were also established to provide additional information and answer questions from the public.

The number of web hits on the Accommodation Review and Chatham Elementary Schools Pupil Accommodation Review webpages during the period of October 4, 2016 to March 28, 2017 is outlined below:

Name	Title	Total Hits	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16
arc.htm	Accommodation Review	12189	674	781	816	679	918	1587
arc7.htm	Accommodation Review - John N. Given Public School	2003	258	691	223	323	227	277

The schools named in the pupil accommodation review also shared information about the Chatham Elementary Schools Pupil Accommodation Review on their respective websites, including posting information on their homepages and dedicated Pupil Accommodation webpages, which launched on October 11, 2016. The schools' websites also posted information about the Initial Staff Report; dates of public and Board Meetings; submitting requests to delegate; School Information Profiles; Frequently Asked Questions; the Accommodation Review email (arc@lkdsb.net); and overall timelines. The webpage statistics for the school sites from October 4, 2016 to March 28, 2017 are outlined below:

**School Websites:**

**John N. Given Public School**

Name	Title	Total Hits	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16
Default.htm	John N. Given Public School	9070	616	742	715	772	859	1164
faq.htm	Accommodation Review Frequently Asked Questions	297	44	43	42	88	38	42

**McNaughton Avenue Public School**

Name	Title	Total Hits	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16
Default.htm	McNaughton Avenue Public School	16673	969	1370	1547	1350	1402	1680
pupil_accomodation.htm	McNaughton Avenue Public School	320	64	43	60	64	42	47

**Tecumseh Public School**

Name	Title	Total Hits	Mar-17	Feb-17	Jan-17	Dec-16	Nov-16	Oct-16
default.htm	Tecumseh Public School	10827	605	989	1090	937	1093	1361
pupilacc.htm	Pupil Accommodation	278	39	43	48	70	31	47

In addition to the information shared on the LKDSB and school websites, information about the October 4, 2016 Special Board Meeting decision by Trustees to establish the Chatham Elementary Schools Pupil Accommodation Review Committee, as well as dates of public meetings and deadlines for submitting requests to delegate, were shared on the LKDSB social media accounts (Facebook and Twitter).

**B.4 Public Delegations to the Board of Trustees**

Date	Chatham Elementary Schools Accommodation Review Public Delegations	Synopsis

An addendum to the Final Staff Report will include a summary of information provided by additional parties who choose to delegate to the Board of Trustees prior to the final vote on May 9, 2017.

**B.5 Meetings with LKDSB Staff**

Date	Chatham Elementary Schools Accommodation Review LKDSB Staff Meetings	Synopsis
September 2016	On-going Conversation with CLASS Transportation Consortium	In preparation for the Initial Staff Report, Transportation staff conducted research on route review for the potential consolidation.
September 23, 2016	Initial Staff Report Conversation with LKDSB Administration	Administration presented to and responded to questions from Principals and Managers regarding the proposed Pupil Accommodation Report.
October 5, 2016	Meeting with CUPE and ETFO	Administration met with the Presidents of CUPE and ETFO to share and discuss the Pupil Accommodation Report and the process for the Initial Staff Report.
November 10, 2016	Meeting with CUPE and ETFO	Administration met with the Presidents of CUPE and ETFO to discuss the meeting timeline with school staffs.
December 5, 2016	Meetings with LKDSB Employees at John N. Given Public School	School Administration and union leadership hosted a meeting for LKDSB Senior Administration to review process, respond to questions and receive input from John N. Given Public School employees.
December 7, 2016	Meetings with LKDSB Employees at Tecumseh Public School	School Administration and union leadership hosted a meeting for LKDSB Senior Administration to review process, respond to questions and receive input from Tecumseh Public School employees.
December 21, 2016	Meetings with LKDSB Employees at McNaughton Avenue Public School	School Administration and union leadership hosted a meeting for LKDSB Senior Administration to review process, respond to questions and receive input from McNaughton Avenue Public School employees.
February 17, 2017	Meeting with CUPE and ETFO	Administration met with the Presidents of CUPE and ETFO to review the meetings with school staff.



## **C. Staff Recommendations and Rationale**

Following consultations during the Chatham Elementary Schools Pupil Accommodation Review process, LKDSB Senior Administration recommends the following:

### **C.1 Recommendation #1**

**“That the Board approve the consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School for September 1, 2018; the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School in September 1, 2017 and approve the closure of John N. Given Public School as of July 1, 2018.”**

## **Rationale**

### **C.1.1 Summary of Rationale Supporting Recommendation #1**

John N. Given Public School offers a Kindergarten to Grade 8 English Language Program. Both John N. Given Public School English Language Program and Tecumseh Public School are currently under capacity. The English Language Programs at these schools can both be accommodated in Tecumseh Public School. John N. Given Public School and Tecumseh Public School are 600m apart (according to CLASS). Senior Administration believes that concerns in regard to pedestrian and vehicular traffic entering and exiting Tecumseh Public School can be mitigated through co-operation with the Municipality of Chatham-Kent and with a reconstruction of the existing parking lot at the school.

John N. Given Public School also offers a Grade 7 and 8 French Immersion (FI) Program, which will be relocated to McNaughton Avenue Public School for September 2017. The program relocation for September 2017 may result in a need for a portable classroom over the short term for one class at an estimated cost of \$40,000. The most recent LKDSB enrolment projections indicate that McNaughton Avenue Public School’s total enrolment will remain stable, but below the Ministry-rated capacity, and begin to decrease following the 2020-21 school year.

Closing John N. Given Public School and consolidating the Grade 7 and 8 FI students into McNaughton Avenue Public School and the Kindergarten to Grade 8 English Language Program students into Tecumseh Public School will create efficiencies for the system and enhance programs and facilities at both schools.

John N. Given Public School has a 5-year FCI of 51.61% and a 5-year renewal cost of \$3,948,210. The LKDSB would reduce the need to maintain this building by consolidating students into Tecumseh Public School and McNaughton Avenue Public School.

#### **English Language Program**

- John N. Given Public School is 600m (according to CLASS) from Tecumseh Public School
- The proposed consolidation would result in a total projected population of 517 students at Tecumseh Public School, which has a Ministry-rated capacity of 557
  - Presently the LKDSB has five elementary schools with populations that exceed 500 students
- The consolidation of the English Language program at Tecumseh Public School would result in fewer split-grade classes

French Immersion (FI) Program

- The consolidation of Grade 7 and 8 FI classes from John N. Given Public School at McNaughton Avenue Public School would result in a total projected population of 737 students. The Ministry-rated capacity of McNaughton Avenue Public School is 757.
- If consolidated, the increased total enrolment at McNaughton Avenue Public School may result in the short-term need for a portable classroom until enrolment declines, as outlined in LKDSB projections.
- The proposed consolidation would eliminate future transitions of Grade 6 FI students at McNaughton Avenue Public School to Grade 7 FI at John N. Given Public School.
- FI supports (Resource Teacher, Librarian, Prep Time Teachers, EAs, ECEs, and office staff) would be consolidated at the McNaughton Avenue Public School site.

There has been significant dialogue with the ARC in regard to relocating students from John N. Given Public School to Tecumseh Public School and McNaughton Avenue Public School. There were no comments from committee members speaking against the consolidation of the schools. Committee members' greatest concern is safety of students travelling to Tecumseh Public School. The committee expressed support for delaying the relocation of the English Language Program students to Tecumseh Public School for one school year to allow the LKDSB to complete its renovations to the parking lot area and engage in further conversation with the Municipality of Chatham-Kent in regard to movement or upgrade of crosswalks on McNaughton Avenue. The delay would also allow for construction and upgrades inside Tecumseh Public School to be completed prior to the relocation of the 184 English Language Program students from John N. Given Public School.

Committee members also supported moving the FI Grade 7 and 8 program to McNaughton Avenue Public School for September 2017, as it would reduce transitions and keep the FI program for Chatham intact in one location. Committee members supported this option regardless of the potential need for a portable to accommodate the student population at McNaughton Avenue Public School in the short-term and the potential impact on extracurricular activities for the remaining Grade 7 and 8 English Language population at John N. Given Public School.

<b>School</b>	<b>Ministry Rated Capacity Sept 14/16</b>	<b>Sept. 2017 Enrolment Projection</b>	<b>Sept. 2018 Enrolment Projection</b>
John N. Given Public School	351	191 (254-63 FI)	509 (184+325)
Tecumseh Public School	557	323	
McNaughton Avenue Public School	757	737 (674+63 FI)	738 (667+71 FI)

**C.1.2 Summary of Enrolment and Financial Data**

Schools	Enrolment Sept 14-16 / Capacity 2016	Capacity %	FCI/Cost of Facility Work (5 year)	FCI/Cost of Facility Work (10 year)	Primary Program Concerns	Transportation Costs Due to Closure	Proximity to Neighbours km/Capacity %
John N. Given Public School	249/351	71	51.61%/\$3,948,210	58.38%/\$4,466,152	Facility Renewal	No Increase	King George VI-C (2.4km/96%), McNaughton (3.7km/92%), Tecumseh (>1km/62%), Winston Churchill
McNaughton Avenue Public School	697/757	92	41.27%/\$6,428,775	44.59%/\$6,945,459	Transition for FI Students	No Increase	Gregory Drive (3.9km/71%), John N. Given (3.7km/71%), Tecumseh (3.1km/62%)
Tecumseh Public School	344/557	62	58.90%/\$6,837,488	67.71%/\$7,859,763	Facility Renewal	No Increase	Gregory Drive (2.0km/71%), John N. Given (>1km/71%), McNaughton (3.1km/92%)
Total	1290/1665	77	N/A	N/A	N/A	No Increase	N/A

**Operating Costs and Revenue Analysis**

**Estimated Annual Financial Savings from Proposed Consolidation**

Operating Costs - by School - 3 Year Average - projected savings  
(Actual Costs are the average of the 2013/2014, 2014/2015 and 2015/2016 school years)

The below table shows the annual costs incurred by LKDSB for John N. Given, Tecumseh and McNaughton in the event that a consolidation is approved by the Board of Trustees. The information in the table is based on an average of actual expenditures at each school for the 2013/2014, 2014/2015 and 2015/2016 school years.

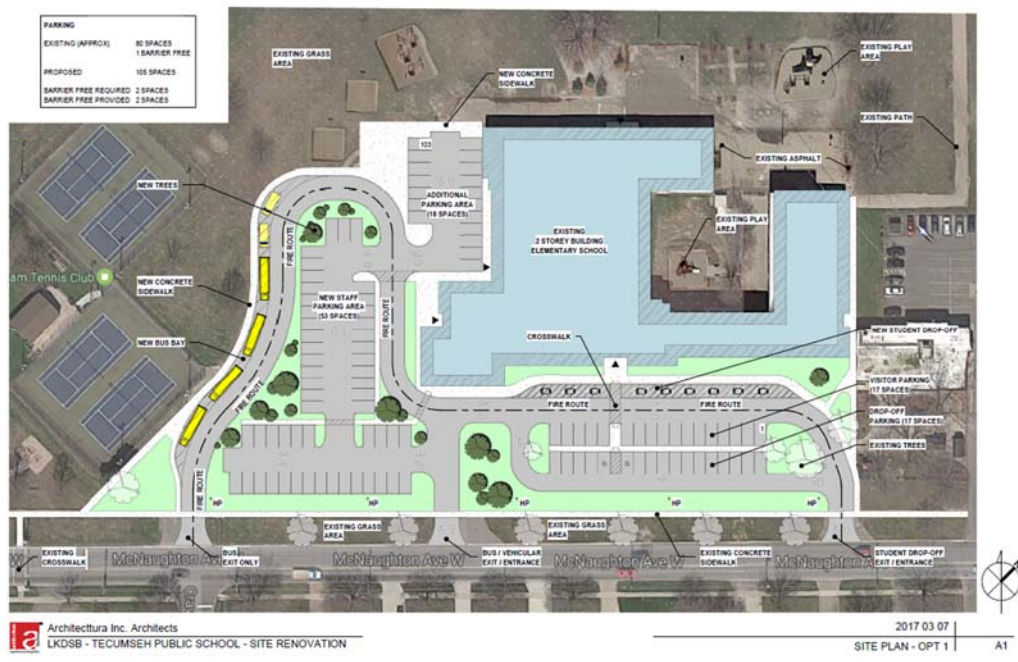
Cost Category	Cost Type - (Actual or 3 Year Average)	John N. Given	Tecumseh	McNaughton	Total
Utilities - Hydro	Operating - 3 year average	\$ 11,816.87	\$ 45,995.20	\$ 74,930.43	132,742.50
Utilities - Gas	Operating - 3 year average	9,612.18	30,759.59	23,247.20	63,618.97
Utilities - Water	Operating - 3 year average	6,418.95	9,176.91	13,787.66	29,383.53
Maintenance & Repair	Operating - 3 year average	11,663.83	20,645.46	31,791.61	64,100.90
Custodial & Housekeeping	Operating - 3 year average	14,360.38	26,420.22	40,215.02	80,995.63
Annual Maintenance Plan	Operating - 3 year average	26,286.75	21,654.65	11,170.85	59,112.25
Furniture and Equipment	Operating - 3 year average	7,873.79	9,586.30	25,535.15	42,995.24
Secretary Staffing	Operating - 2016 Actual	42,881.47	45,157.82	35,925.45	123,964.74
Custodial Staffing	Operating - 2016 Actual	80,821.66	168,060.13	210,418.77	459,300.56
Principal Staffing	Operating - 2016 Actual	120,130.53	120,130.45	120,130.53	360,391.51
Vice-Principal Staffing	Operating - 2016 Actual	-	53,407.85	105,119.15	158,527.00
<b>Total:</b>		<b>\$ 331,866.42</b>	<b>\$ 550,994.59</b>	<b>\$ 692,271.83</b>	<b>\$ 1,575,132.84</b>

The above cost saving analysis includes the costs for school administration which includes Principals, Vice-Principals and School Secretaries. Principals, Vice-Principals and School Secretaries are funded from the School Foundation Grant - The Board would see a reduction in the School Foundation Grant as a result of the elimination of these positions. The net financial impact to the Board would be zero.

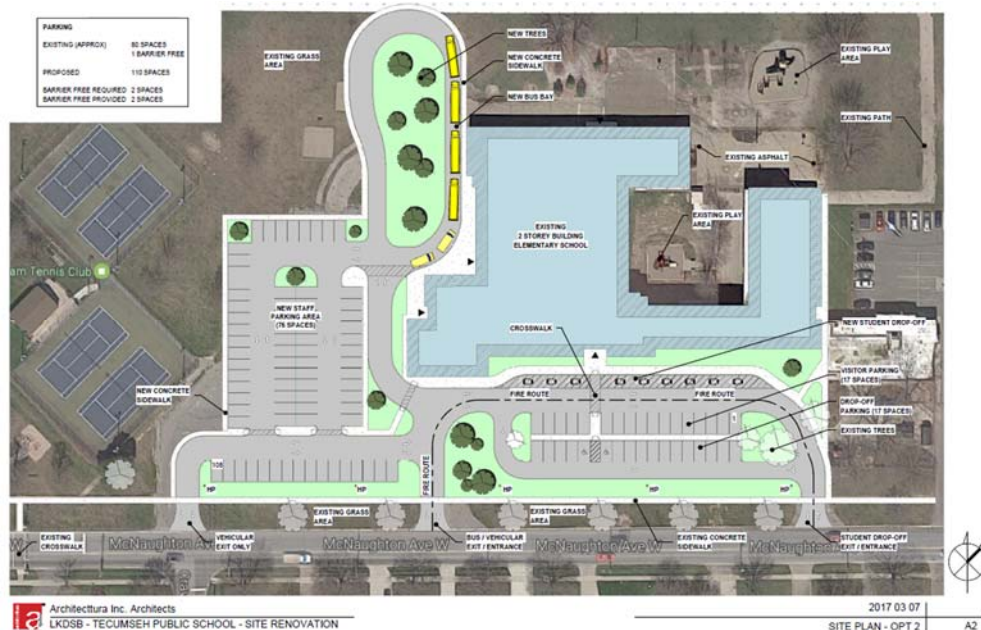
**C.1.3 Vehicle and Pedestrian Traffic Concerns at Tecumseh Public School**

Architectura Inc. presented two visions for a reconfigured parking lot area at Tecumseh Public School in order to mitigate vehicular and pedestrian traffic. These changes would redirect the flow of buses on and off the property, parental pick-up and drop-off, and student pedestrian traffic to support students safely entering and exiting the site. These are not final versions of what the site would look like. Should the consolidation occur, CLASS would engage with the Municipality of Chatham-Kent to discuss any request to move or add crosswalks at Tecumseh Public School once the drawings for the parking area is finalized. Final decisions about the setup for the parking area would involve discussion between Senior Administration, school staff, School Council and the Transition Committee.

Option 1:



Option 2:



**Recommendation #2**

**“That the Board dissolve the Chatham Elementary Schools Accommodation Review Committee.”**

**Recommendation #3**

**“That the Board approve the establishment of an Ad Hoc Naming Committee to recommend to the Board a name for the consolidated Tecumseh Public School and John N. Given Public School and appoint two Trustees to serve on the Committee.”**

**Rationale**

The practice of the Board has been to establish a Naming Committee when schools are consolidated.

According to Naming and Renaming of Board Facilities Regulation R-AD-105, when schools are consolidated into one school, the renaming of Board facilities process will be followed. This requires the Director of Education to establish an ad hoc committee to recommend a name to the Board for approval.

Administration is proposing that an Ad Hoc Naming Committee be formed for the consolidated Tecumseh Public School and John N. Given Public School because two school communities are being consolidated.

Administration is not proposing the same for McNaughton Avenue Public School because only the French Immersion Grade 7 and 8 Program is being relocated to McNaughton Avenue Public School.

The Ad Hoc Committee is to be comprised of:

- (a) two trustees, appointed by the Board (one to chair the committee),
- (b) one facility administrator (principal or principal designate if applicable),
- (c) two representatives of the School Advisory Councils (if applicable),
- (d) two community representatives,
- (e) one member of the senior administration.

**D. Formation of a Transition Committee**

If the Board approves the consolidation of the Chatham Elementary Schools, a Transition Committee would be struck to address the transition of students and staff.

Transition Committee membership consists of Superintendent(s) of Education or designates, CUPE, ETFO and OSSTF President/Vice President and from each school Involved - principal, two teachers, School Council Chair, clerical/custodial staff, parent/community member, First Nation Partner, educational assistant and two students. Subcommittees are developed as needed and may have members that are separate from the Transition Committee members. The Transition Committee would be responsible for such things as school orientation/transition, memorabilia, resources and equipment, special events (including graduation and awards) and extra-curricular activities.

As previously mentioned, the Pupil Accommodation Review process is still underway, with opportunities for public delegations at the Regular Board Meeting on April 25, 2017 in Chatham. Requests to delegate at the April 25, 2017 Board Meeting must be submitted by April 18, 2017 @ 4:00 p.m. to [trish.johnston@lkdsb.net](mailto:trish.johnston@lkdsb.net). Any changes to the Final Staff Report as a result of public delegations, will be included in the Addendum to the Final Staff Report to be presented to Trustees for approval at the May 9, 2017 at the Regular Board Meeting in Chatham.

**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-85**

**Memorandum To: Jim Costello, Director of Education**

**FROM: Brian McKay, Superintendent of Business**

**DATE: May 9, 2017**

**SUBJECT: Tender Awards – HVAC, Classroom Renovations, Roof & Asphalt Replacement, Brigden, Rosedale and Tecumseh Public Schools**

Tenders were received electronically and opened on April 26, 2017. Bid results are as follows (\*\* indicates successful bidder):

Tendered Base Bid: HVAC upgrade, structural reinforcing, boy's washroom renovation, partial roof replacement;  
Separate Price 1 (reference only): remove from Base Bid -boy's washroom renovation;  
Separate Price 2 (reference only): remove from Base Bid -partial roof replacement;  
Separate Price 3: add to Base Bid -parking lot & bus drop off;  
Separate Price 4: add to Base Bid -new LED lighting fixtures & dimming controls in all 13 classrooms)

Brigden Public School:

PROJECT BIDDER	BASE BID (nic. h.s.t.)	TOTAL BID (nic. h.s.t.)
<b>** K&amp;L Construction, London</b>	<b>1,442,800</b>	<b>1,744,800</b>
Maaten Construction Ltd., Sarnia	1,523,400	1,822,500
TCI Titan Contracting Inc., Windsor		Non Compliant Bid

Tenders were received electronically and opened on April 27, 2017. Bid results are as follows (\*\* indicates successful bidder):

Tendered Base Bid: Boiler replacement & washroom upgrades;  
Alternate Price 1 & 2: complete roofing replacement on roof A & B respectively;  
Alternate Price 3: replace top layer of roof system on roof C

Rosedale Public School:

PROJECT BIDDER	BASE BID (nic. h.s.t.)	TOTAL BID (nic. h.s.t.)
<b>** Maaten Construction Ltd., Sarnia</b>	<b>301,900.00</b>	<b>997,600.00</b>
Westhoek Construction Ltd., Chatham	367,436.00	1,047,115.00
K&L Construction, London	421,300.00	1,145,400.00

Tenders were received electronically and opened on April 25, 2017. Bid results are as follows (\*\* indicates successful bidder):

Tendered Base Bid: Boiler replacement, new electrical service, HVAC upgrade & classroom refresh (classrooms 201, 202, 203, 213, 215, gymnasium & office);

Separate Price 1: HVAC upgrade & classroom refresh (classrooms 204, 205, 207, 208);

Separate Price 2: partial roof replacement & roof top unit over library;

Separate Price 3: partial roof replacement over rooms 128-134

Tecumseh Public School:

<b>PROJECT BIDDER</b>	<b>BASE BID (nic. h.s.t.)</b>	<b>TOTAL BID (nic. h.s.t.)</b>
<b>** Intrepid General Limited, Chatham</b>	<b>1,445,388.9 1</b>	<b>2,132,182.42</b>
Vince Ferro Construction Ltd., Windsor	1,835,175.0 0	2,563,828.00
TCI Titan Contracting Inc., Windsor	1,851,537.0 0	2,539,477.00

<b>PROJECT SUMMARY</b>	
Successful Bid Total (nic. h.s.t.)	4,874,582.42
Design Fees	363,824.88
Net HST	113,149.64
<b>Total Project This Report:</b>	<b>5,351,556.94</b>
Budget Funding:	
-Community Hub & Accessibility	230,000.00
-SCI and/or GGRF	5,121,556.94
<b>Total Project Budget:</b>	<b>5,351,556.94</b>

**Recommendation:**

**That the Board award the tenders to the successful bidders K & L Construction for Brigden Public School, Maaten Construction Ltd for Rosedale Public School and Intrepid General Limited for Tecumseh Public School.”**



**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-86**

**Memorandum To:** Jim Costello, Director of Education

**FROM:** Brian McKay, Superintendent of Business

**DATE:** May 9, 2017

**SUBJECT:** Tender Award – Concrete Sidewalk & Asphalt Replacement, Naahii Ridge Public School

Tenders were received electronically and opened on April 21, 2017. Bid results are as follows (\*\* indicates successful bidder):

<b>PROJECT BIDDER</b>	<b>TOTAL BID (nic. h.s.t.)</b>
<b>** Elric Contractors of Wallaceburg Limited</b>	<b>90,899.02</b>
Agri-Urban Building Inc., Dresden	108,300.00
Intrepid General Limited, Chatham	114,616.86
Al Langman Construction (1998) Inc., London	114,800.00
C&C Enterprises Electrical Construction Ltd., Sarnia	135,901.80

<b>PROJECT SUMMARY</b>	
Successful Bid Total (nic. h.s.t.)	90,899.02
Design Fees	9,630.50
Net HST	2,171.44
<b>Total Projects, This Report:</b>	<b>102,700.96</b>
Budget Funding:	
-School Renewal	102,700.96
<b>Total Project Budget:</b>	<b>\$ 102,700.96</b>

**Recommendation:**

**“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Limited for Naahii Ridge Public School.”**

**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-87**

**Memorandum To:** Jim Costello, Director of Education

**FROM:** Brian McKay, Superintendent of Business

**DATE:** May 9, 2017

**SUBJECT:** Tender Award – Building & Parking Lot Upgrades, Northern Collegiate Institute and Vocational School (NCIVS)

Tenders were received electronically and opened on April 18, 2017. Bid results are as follows (\*\* indicates successful bidder):

Tendered Base Bid: HVAC upgrade, cafeteria, Student Services & office refresh and roof replacement;  
Separate Price 1: aluminum window replacement in rooms 129 & 130;  
Separate Price 2: refinishing of existing metal fascia;  
Separate Price 3: demolition and construction of south parking lot;  
Separate Price 4: demolition and construction of east parking lot.

PROJECT BIDDER	BASE BID (nic. h.s.t.)	TOTAL BID (nic. h.s.t.)
<b>** Wellington Builders Inc., Forest</b>	<b>2,220,900.00</b>	<b>3,170,900.00</b>
Dixin Construction Ltd., Sarnia		Non Compliant Bid

PROJECT SUMMARY	
Successful Bid Total (nic. h.s.t.)	3,170,900.00
Design Fees	207,403.00
Net HST	72,971.37
<b>Total Project This Report:</b>	<b>3,451,274.37</b>
Budget Funding:	
-SCI and/or GGRF	3,451,274.37
<b>Total Project Budget:</b>	<b>3,451,274.37</b>

**Recommendation:**

**“That the Board award the tender to the successful bidder, Wellington Builders Inc. for Northern Collegiate Institute and Vocational School.”**

**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-88**

**Memorandum To: Jim Costello, Director of Education**

**FROM: Brian McKay, Superintendent of Business**

**DATE: May 9, 2017**

**SUBJECT: Tender Awards - Roof Replacement, Queen Elizabeth II Public School, Chatham and A.A. Wright Public School**

Queen Elizabeth II Public School, Chatham: Tenders were received electronically and opened on May 1, 2017. Bid results are as follows (\*\* indicates successful bidder):

PROJECT BIDDER	TOTAL BID (nic. h.s.t.)
<b>** Intrepid General Limited, Chatham</b>	<b>1,005,507.04</b>
Westhoek Construction, Chatham	1,012,730.00
TCI Titan Contracting Inc., Windsor	1,043,000.00
Elric Contractors of Wallaceburg Limited	1,055,327.01

A.A. Wright Public School: Tenders were received electronically and opened on April 20, 2017. Bid results are as follows (\*\* indicates successful bidder):

PROJECT BIDDER	TOTAL BID (nic. h.s.t.)
<b>** Elric Contractors of Wallaceburg Ltd.,</b>	<b>163,156.34</b>
Intrepid General, Chatham	164,900.00
Keller Roofing & Sheet Metal Inc., Exeter	164,900.00
Flynn Canada Ltd., London	208,537.00

PROJECT SUMMARY	
Successful Bid Total (nic. h.s.t.)	1,168,663.38
Design Fees	91,224.07
Net HST	27,213.58
<b>Total Projects, This Report:</b>	<b>1,287,101.03</b>
Budget Funding:	
-School Renewal	1,287,101.03
<b>Total Project Budget:</b>	<b>\$ 1,287,101.03</b>

**Recommendation:**

**“That the Board award the tenders to the successful bidder Intrepid General Limited for Queen Elizabeth II-Public School, Chatham, and to Elric Contractors of Wallaceburg Limited for A. A. Wright Public School.”**

**REPORT TO THE BOARD  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-89**

**FROM: Jack Fletcher, Trustee and Vice-Chair of the Special Education Advisory Committee**

**DATE: May 9, 2017**

**SUBJECT: Special Education Advisory Committee Meeting Summary**

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The Special Education Advisory Committee (SEAC) of the Lambton Kent District School Board met on April 20, 2017 at Wallaceburg District Secondary School. Following is a report of the activities of the meeting:

Presentation: Enrichment/Gifted Program Supports

Elementary Enrichment Resource Teachers Carolyn Bus and Sheila Ward, and Secondary Enrichment Resource Teacher Eva Thompson delivered a unique presentation that allowed the members of SEAC to experience first-hand the sort of enrichment opportunities that are provided to the Board's gifted students. Built into the exercise were opportunities for members of SEAC to learn more about gifted students. It was noted that early-intervention and selection for programming is important so young gifted students remain engaged and can be successful learners.

Members also learned that the Board tests students in Grade 4, unless their parent(s) don't want them to be tested. This year 794 students at 32 schools in the North and 566 students at 20 schools in the South were tested.

Special Education Report Amendments

Bruce Davidson highlighted amendments made to the Special Education Plan. The members of SEAC approved the information presented relative to the following sections:

List of Appendices/Glossary of Terms/Acronyms

- No change
- 1.0 – The Board's Consultation Process
  - No change
- 2.4 – Identification, Placement and Review Committee Process
  - The details on the number of IPRCs, based on October 31, 2016 statistics, were updated.
    - Appendix 2.4.3 – Updated to reflect current membership
- 2.4.2 – Placements, Programs and Services
  - No change
- 2.12 – Staff Development
  - No change
    - Appendix 2.12.1 – Planning for Staff Development; Appendix 2.12.2 – After-School and Other Workshops with a Special Education Focus; and, Appendix 2.12.3 – Educational Assistants and Tutor Escort P.D. Day Workshops were all updated to include 2016 -2017 information
- 2.14 – Accessibility of School Buildings
  - No change
    - Appendix 2.14.1 – the members were advised that the Annual Accessibility Plan will be replaced with the Board-approved version once it is available

Special Education Report Amendments (cont'd)

3.0 – The Board's Special Education Advisory Committee

- No change
  - Appendix 3.1.1 – the SEAC Membership List was updated to reflect current membership
  - Appendix 3.1.2 – the SEAC Meeting Information Flyer was updated to reflect current membership

4.0 – Transition Planning and Coordination of Services with Other Ministries or Agencies

- The SSP ASD Section was removed; as well, some amendments to the wording were made
- A Connections for Students section was added
- The list of organizations was updated
  - Appendix 4.6 – the Memorandum of Understanding Between School Support Program – Autism Spectrum Disorder is no longer utilized and will be removed from the Special Education Plan.
    - Appendix 4.7 will then be re-numbered to become Appendix 4.6

Association Reports, Other Business and Sharing of Best Practices

Trustee Hudie informed the members that the Accommodation Review for the schools in the South is still under way. She also noted that the GSN funding information has now been received, so the budget presentation will be provided to SEAC soon.

Community Living Wallaceburg is working towards a LEAN designation. Their organization received some funding from Community Living Ontario to start up a Family Engagement Process that will allow parents to share best practices and trouble-shoot. More information on that will be provided closer to December 2017. They offered a March Break Day Camp for the first time and it was successful so they will likely offer it again.

Community Living Sarnia Lambton's JobStart Program has been renamed the JobPath Program but, otherwise, is the same. The organization's Transition Kits were presented through the Ontario Disability Employment Network and, to date, 28 agencies and 9 boards of education have purchased kits. As well, it was noted that a pilot project through Walgreens will pay for representatives from their organization to travel to Chicago to make a presentation about the Transition Kits this summer. The Mayor's Luncheon will be held at the Sarnia Legion on May 19, 2017.

The Learning Disabilities Association of Chatham-Kent has launched new websites including 'LD at School' that provides resources for teachers.

Next Meeting

Thursday, May 18, 2017, Wallaceburg District Secondary School, Room 141, 7:00 p.m.  
Rose Gallaway, SEAC Chair

**BOARD REPORT**  
**REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-90**

**FROM:** Lareina Rising, Trustee

**DATE:** May 9, 2017

**SUBJECT:** Indigenous Liaison Committee Report

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The April 19, 2017 meeting of the Indigenous Liaison Committee was held at Hillside School at Kettle and Stony Point with Trustee Rising chairing the meeting.

Reports from communities included the following:

Kettle and Stony Point First Nation- With ten weeks left, the school is busy preparing ten entries for the music festival that will be held in Sarnia and the EQAO Assessments. There are also arrangements being made for a Pow Wow at which two classrooms from Errol Road School are being invited to attend as a thank you for supporting a student from Kettle Point who attends there. There was an acknowledgement of NLSS and AMSS cooperation with the completion of the eighty-five page INAC special education report.

Aamjiwnaang First Nation - An education symposium, “Reconciliation through Education”, will be held May 4 and 5, 2017. There will be 40 LKDSB educators attending from across the District. It was also announced that on June 5, 6 and 7, 2017 the Anishinabek Grand Council will meet to sign the Master Education Framework Agreement.

Walpole Island First Nation - The Walpole Island Elementary School, now officially called Bkejwanong Kinomaagegwamig, has changed its mascot from eagles to thunderbirds. They are looking forward to the implementation of the new school calendar which begins this August. There is a request for a follow-up discussion from the December meeting with Director Costello about the possibility of a dedicated First Nations Superintendent of Education for LKDSB

Trustee Rising referred to the number of changes with the LKDSB Superintendents, and extended an invitation to all superintendents to attend a future Indigenous Liaison Committee meeting. Interest was expressed in learning more about the various roles and responsibilities of LKDSB personnel supporting Indigenous Education as well as the funding provided to support staff and program at the next ILC meeting on May 17<sup>th</sup>.

Indigenous Liaison Report – There are four Indigenous Youth Symposiums planned: April 27<sup>th</sup> at RDHS, May 12<sup>th</sup> at NLSS, May 18<sup>th</sup> at GLSS and May 25<sup>th</sup> at WDSS. All grade 7 and 8 students from the respective feeder schools are invited to attend.

While all Four First Nations are in agreement about the wording of the Preamble and Territorial Acknowledgement, more work is being done to ensure careful use and proper pronunciation. Once finalized, the Preamble and Territorial Acknowledgement will be brought before the Board in a Notice of Motion as early as this May. Discussion also included changes to the LKDSB Administrative

Procedure for School Opening and Closing Exercises A-PR-214. Wording will include how School Administrators may use the Preamble and Territorial Acknowledgment.

There was also interest expressed in establishing a Board Protocol similar to the one that Greater Essex District School Board is currently developing. The protocol includes 7 principles and defines direction to ensure appropriate measures are in place to address the Truth and Reconciliation (TRC) Calls to Action.

In addition, there was discussion about The Barrie Area Native Advisory Circle, London and Middlesex - Healthy Weights Connection (Western University) development of a cultural card as a guide to learn more about First Nations, Métis and Inuit (FNMI) cultures and local communities.

The purpose of the guide is to serve as a first step towards cultural competence and to help service providers learn more about FNMI history, the local cultures and how to work competently and sensitively with FNMI communities. Chatham Kent Children's Services had received funding to develop a 'Culture Card' as an Indigenous Cultural Awareness resource that is reflective to the local Indigenous Territory. There is an interest in working with the Traditional Territory Working Group that helped develop the proposed LKDSB Traditional Territory Preamble & Acknowledgement. CKCS will cover all costs associated with CC development.

The Indigenous Liaison Committee was pleased to learn that in September 2017 all grade 11 LKDSB students will be taking Native Studies English Course. LKDSB is the first in the province to offer the NBE courses across the entire district. The Committee recommends that formal communication from the Director be sent to the Four Chiefs and the Councils about all the wonderful things LKDSB is doing to support its commitment to Indigenous Education.

Superintendent Lane brought forth Alternate Trustee Bressette's request, from the April 11, 2017 LKDSB Board Meeting, to have an International Education presentation provided to the Indigenous Liaison Committee. Due to the few meetings left this year, the suggestion was made to defer the presentation until the next school year.

Information about the April 28<sup>th</sup> Professional Development Day was also shared. Half the day was dedicated to Understanding the Impact of Residential Schools and Intergenerational Trauma. Former LKDSB Trustee Susie Jones and Dr. Christianne Stephens delivered powerful and insightful presentations to Elementary Principals, Vice-Principals, Teachers, Educational Assistants, Early Childhood Educators and Secretarial Staff.

Discussion also included the mascot and logo for Tecumseh Public School which is currently part of an accommodation review. A request was made that the mascot and logo for the school be reviewed.

The May 17, 2017 meeting will take place at Sir John Moore School in Corunna at 6 p.m.



**Ministry of Education**

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May 2, 2017

Jim Costello  
Director of Education  
Lambton Kent District School Board

costelji@lkdsb.net

**Appointments from your school board to the  
2017-18 Minister's Student Advisory Council**

Dear Jim Costello,

Thank you for supporting the students at your schools who applied for the 2017-18 Minister's Student Advisory Council. I appreciate the leadership and initiative that these students have shown and want you to know that their efforts are recognized and valued by the ministry and by me.

There were over 480 applications this year, which made it difficult to choose 60 students representing Ontario's great cultural, social, economic and geographic diversity. After carefully considering the candidates and allowing for balanced representation on the council, selections have now been made. I have written to all students who have applied. The principal of each successful applicant also receives a copy of the letter sent to the student.

I value the enthusiasm and commitment of all students who applied for the council.

I am pleased to inform you that Raymond Yang at Wallaceburg District Secondary School was selected from your district school board.

Please feel free to congratulate Raymond with a telephone call or letter, but please refrain from speaking about this appointment publicly until after the first council meeting on May 4, 2017.

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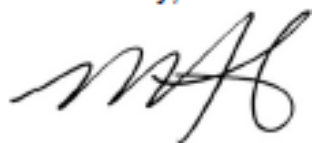
Students who serve on the Minister's Advisory Council meet with me twice during their one-year term. Additional opportunities are available to interested students between the months of September and May in the 2017-18 school year. The council may form sub-committees on topics of interest to them, work collaboratively to prepare a report of recommendations and may be invited to participate in other student forums, events or conferences to discuss student-related issues.

The council also:

- Provides the ministry with ongoing student perspectives, recommendations and consultations on the Ministry of Education's policies, programs and practices
- Provides advice and feedback on the ministry's student engagement activities
- Joins a network of MSAC alumni and provides support for members of future councils.

Please accept my sincere thanks and extend it to all the principals, teachers and staff in your schools who supported these students who applied.

Sincerely,



Mitzie Hunter, MBA  
Minister of Education

c. Mark Sherman, Student Success Lead

Frank Leddy, Regional Student Success Lead