

REGULAR BOARD MEETING AGENDA  
PUBLIC SESSION

TUESDAY, FEBRUARY 27, 2018  
7:00 p.m.

Board Room  
Sarnia Education Centre  
200 Wellington Street, Sarnia

**A**

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1. Call to Order	
2. In Memoriam	3
3. Approval of Agenda	
4. Declaration of Conflict of Interest	
5. Approval of the Minutes of February 13, 2018 Regular Board Meetings	4
6. Business Arising from the Minutes	
7. Motions Emanating from the Regular Board Private Session	
8. Motion that the Actions of the Regular Board Private Session be the Action of the Board.	
9. Presentations:	
10. Delegations	
11. Questions from the Public	
12. Reports for Board Action	
a) Policy and Regulations on <i>Student Trustees and Regulations Recommendation</i> " That the Board approve the revised policy and regulations on <i>Student Trustees.</i> "	Director Costello Report B-18-26  10
13. Reports for Board Information	
a) Indigenous Liaison Committee Report	Trustee Rising Report B-18-27  14
b) Trustee Election Process for 2018	Director Costello Report B-18-28  15
c) Thoughtexchange for City of Sarnia	Superintendent Girardi Oral Report
d) Transition Committee Updates	Superintendent Girardi Oral Report
14. Correspondence	
15. New Business	
16. Trustee Questions	

17. Notices of Motion:
18. Future Agenda Items
19. Announcements
  - a) The next Regular Board Meeting will be held on Tuesday, March 27, 2018, 7:00 p.m. at the Sarnia Education Centre.
20. Adjournment



## ***In Memoriam***

### ***Brett Verslype***

Brett Verslype passed away February 13, 2018.

Brett was a dedicated secondary teacher. He is survived by his wife Jennifer and children Jack and Lilly.

Our thoughts are with Brett's family at this time of sorrow.

February 14, 2018

Lambton Kent District School Board

Minutes of the Regular Board Meeting of February 13, 2018 held at the Chatham Education Centre

PRESENT:

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

Student Trustee Elisabeth Guthrie and Evan Rogers

Staff: Director of Education Jim Costello, Superintendent of Business Brian McKay, Superintendents of Education, Gary Girardi, Helen Lane, Taf Lounsbury, Mark Sherman and Phil Warner and Heather Hughes, Public Relations Officer

Regrets: Vice-Chair Scott McKinlay, Trustee Shannon Sasseville, Superintendent of Education Angie Barrese

Recording Secretary: Trish Johnston, Executive Assistant and Communications Officer

Call to Order: Chair Hudie called the meeting to order at 7:00 p.m.  
Chair Hudie read the Traditional Territorial Acknowledgement.  
Chair Hudie read an in Memoriam for Elementary Student Ronny Betterley. A moment of silence was observed.

#2018-37  
Approval of the Agenda  
Feb/13/2018

Moved by Jack Fletcher, seconded by Dave Douglas,  
"That the Agenda for the Regular Board Meeting Public Session of  
February 13, 2018 be approved."

CARRIED.

Declaration of Conflict of  
Interest: None

#2018-38  
Approval of Minutes  
Jan/30/2018

Moved by Jack Fletcher, seconded by Ruth Ann Dodman,  
"That the Board approve the Minutes of the Regular Board Meeting of  
January 30, 2018."

CARRIED.

Business Arising None

#2018-39  
Action of the Regular  
Board Private Session be  
the Action of the Board

Moved by Tom McGregor, seconded by Jane Bryce,  
"That the Action of the Board in Private Session be the Action of the  
Board."

CARRIED.

Presentation: Chair Hudie presented Past Chair Bryce with a gift as a token of the Board's appreciation for serving as Chair of the Board for the past 3 years. She noted that Trustee Bryce has served a total of 5 years as Vice-Chair and 5 years as Chair during her term as Trustee.

Questions from the Public None.

Secondary School Well-Being Committees  
Report B-18-22

Moved by Dave Douglas, seconded by Jack Fletcher,  
"That the Board draft a policy on well-being committees in all  
secondary schools."

#2018-40  
Policy on Secondary  
School Well-Being  
Committees

Trustee Douglas provided a definition for the term well-being. Well-being is that positive sense of self, spirit and belonging that we feel when our cognitive, emotional, social and physical needs are being met. It is a proven fact that students who have strong relationships and a positive sense of self are most likely to reach their full potential and thrive. He noted that in the LKDSB's Mental

Health and Addictions Strategy it states “Student mental health is inextricably tied to student engagement and academic achievement.” He referenced the Ministry’s Mental Health and Addictions strategy and noted that promoting well-being is also one of the four interconnected goals of *Achieving Excellence*, Ontario’s renewed vision for education. He commented that the creation of a policy on well-being committees would not only show the Board’s support for students but would also bring full circle the commitments to student achievement and their well-being. Trustee Douglas advised that currently, eleven of the twelve LKDSB secondary schools have a well-being committee. The exception is John McGregor Secondary School (JMSS). The intent of this policy is to ensure each school has a well-being committee and that no school falls between the cracks. He shared the data from the 2017 Ontario Student Trustee Association survey that showed that 70% of the students agreed or strongly agreed that every school should have a well-being committee. He referred to the pertinent sections of the Education Act on school boards’ responsibility for student achievement and effective stewardship of resources that are outlined in Report B-18-22. Trustee Douglas stated that he felt that the creation of a policy to ensure that every school maintains a well-being committee would be a huge step for the LKDSB. The creation of a policy would also ensure that students have the ability to perform the work at the grassroots level where it is most needed. The policy would give these committees a greater importance and recognition and could lead to more collaboration and direction.

Student Trustee Rogers advised that as a student leader, he is proud to be able to bring this passion of his to the table. He commented that well-being is an intricate and sensitive topic. He commented on the challenges he has faced and observed others facing related to their well-being. He referred to data that shows that many students feel that not enough is being done. He commented on the opportunity to have the voices of students heard and to help drive meaningful change. He explained that he is very passionate about students and their well-being and that well-being needs a collaborative approach.

Trustee Bryce commented on the importance of a grass roots approach to any school committee.

Director Costello commented that he was of two minds on the issue. He explained that he was glad to see the issue come forward in terms of awareness and particularly glad to see that the report has been co-written by Trustee Douglas and Student Trustee Rogers. The LKDSB wants student voice in the decision making process. Director Costello explained that his concern is that the issue at hand is not within the scope of Trustee work. It is an operational issue and not one related to Trustee governance. He referred to Bill 177 and the LKDSB Procedural Bylaws regarding Administration being responsible for the day to day operation of the school system. He sees this as an operational issue. The Board cannot compel all schools to have a committee. He noted that 11 of the 12 secondary schools do have committees in place. He referenced the Ministry’s document *Achieving Excellence: A Renewed Vision for Education in Ontario*. It has four goals - Achieving Excellence, Ensuring Equity, Promoting Well-Being and Enhancing Public Confidence. He explained that because these are so broad in scope and clearly articulated, they do not require any specific Board policy or regulation to insure implementation. He explained that well-being is defined by the Ministry as involving both students and staff and this Motion does not address staff. He shared that the LKDBS does have provisions in place to support staff wellness. He explained that having a policy does not guarantee better implementation. Director Costello advised that there are many different initiatives in place in the secondary schools. Principals, students and School Councils are highly attuned to the issue of mental health and noted the need for them to have flexibility to address the issues in a way that best suits

their school community. He shared examples of successful school based projects and Student Senate projects and encouraged a “bottom up” approach to solutions and structures and not “top down” from the Board. Director Costello encouraged Trustee Rogers to talk to the Principal of JMSS about forming a well-being committee at JMSS. He commented on the Ministry sponsored online School Climate Survey conducted by the LKDSB every two years. Over 80% of LKDSB students and staff participated in the latest one. The LKDSB Mental Health Lead and Manager of Psychological Services conduct feedback sessions at each school to share the school results. Members of the school student council are involved in the sessions. The Student Senate has made mental health their theme for the last three years. The members have worked with the LKDSB Mental Health Lead on various projects to support students. He commented on supports in place in the schools and the various clubs that operate in secondary schools to support student well-being. He commented on the LKDSB community partnerships that exist to support student well-being. Director Costello commended Trustees for wanting to make student well-being a priority and assured Trustees that it is a priority. He explained that a Board mandated committee is not necessary to insure implementation of the provincial well-being strategy.

Trustee Bryce stated that she believes that every school is a separate unique community, and that a grass roots driven approach is required for this very important issue. She commented on her experience as a Trustee and governance at the Board table. Trustees set vision and Administration takes the vision and implements it.

In response to Trustee Campbell’s question on whether or not other school boards have implemented a policy like this, Director Costello commented that he was not aware of any and acknowledged that there could be because many school boards do not follow the separation of governance as well as the LKDSB.

Trustee Fletcher commented on supporting the Motion but not getting involved in the operational side. He commented that the Motion underlines how important the Board believes this topic is. He acknowledged the work being done noting that well-being goes beyond mental health. Trustee Fletcher stated that he believed that the Motion was necessary to show that the Board supports the concept of a well-being committee in every school. It tells everyone that the Board knows there is an issue.

In response to Trustee McGregor’s question, Director Costello confirmed that it was the mandatory nature of the Motion that was problematic. Director Costello suggested that a policy on the Mental Health Strategy would be more appropriate rather than mandating schools to form well-being committees. It would be difficult to implement as the Motion is written.

In response to Trustee Murphy’s question, Director Costello explained that the difference between the proposed committee and School Council is that the Education Act mandates that each school establish a School Council and school boards are mandated to have Parent Involvement Committees and Special Education Advisory Committees. There is nothing in the Ministry’s Mental Health Strategy that says school boards or schools must have a well-being committee.

Student Trustee Guthrie commented on the importance of mental health to youth. She advised that at Northern Collegiate Institute and Vocational School (NCVIS) the Student Council is the well-being committee. They bring in guest speakers and plan events to support students. She commented that it would be impossible to say that a well-being committee, no matter how broad, would be the answer or the one correct way to advance the issue. She supported a school by school approach.

Trustee Dodman commented on the importance of being on top of mental health issues in schools and noted that schools are different. She commented on conversations at Student Senate Meetings about young people with mental health issues. She commented on the need for a place in each school for students to go for help and the fact that the work with students is ongoing and working well.

Student Trustee Rogers stated that he was approaching this from a non-JMSS point of view. He explained that he had spoken to the Principal of JMSS and the Principal felt that other school committees do enough. He advised that other school boards do not have a similar policy. He commented on the topic of operational versus governance and shared data on some school boards policies, including the LKDSB. He stated that approval of the Motion would reinforce the LKDSB's commitment to student achievement and well-being.

Superintendent Sherman commented on his experience as Principal at JMSS noting that every school is unique and should be able to determine how to embrace it. Schools need flexibility to meet their own needs.

Trustee Fletcher commented on his respect for the work of Senior Administration noting the Motion underlines the work being done. He does not think there needs to be a lot of regulations so there can be a grass roots approach. Passing the Motion would demonstrate that this is very important. Trustee Rogers referenced LKDSB Belief Statement 4 and commented that if formalized, the committee could reach out to community groups and involve the school council. They are trying to create meaningful change at the grass roots level.

Trustee Douglas suggested creating a one sentence policy without any regulations to let the principals decide how to implement it.

Trustee Douglas requested a Recorded Vote.

Chair Hudie commented on the importance of student well-being and mental health and referenced the sections of the LKDSB Mission, and Belief Statements as well as the Strategic Plan that emphasize the importance of student well-being.

Recorded Vote:

Non-Binding Vote

Evan Rogers		Yes
Elisabeth Guthrie	No	

Binding Vote

Lareina Rising		Yes
Dave Douglas		Yes
Jack Fletcher		Yes
Randy Campbell		Yes
Elizabeth Hudie	No	
Ruth Ann Dodman		Yes
Tom McGregor	No	
Bob Murphy	No	
Jane Bryce	No	

CARRIED.

meeting would be her last with ILC as the Education Representative with Delaware First Nation and Brent Stonefish will take on this role in the interim. Walpole Island First Nation representative Mark Aquash indicated that Walpole Island First Nation is in the process of hiring a Director of Education. The LKDSB MISA Lead presented data on Graduation Rates, Credit Accumulation and Attendance. The Board level data included students who self-identified as First Nation, Metis or Inuit. For most small group specific data, First Nation representatives were reminded that, with proper consents in place, individualized conversations with school administration would help provide more specific information. Further information is being requested about achievement rates for those taking Indigenous courses, and designing student surveys to gain more insight into mental well-being and self-esteem of Indigenous students. ILC members were informed that the LKDSB approved the position of an Indigenous Student Trustee who will be elected by self-identified students and will begin the position in the 2018/2019 school year. Information was also shared on the Ministry funding for a new Kindergarten to Grade 12 School in Forest and funding for upgrades to Tecumseh Public School in Chatham. ILC members were informed that the LKDSB had completed an application for the Indigenous Languages fund and received three First Nation letters of support and verbal support from one First Nation. Information on the professional development plans to support Native Language teachers, the implementation of the Lenape language at CKSS for second semester, and tentative plans for the April 27, 2018 System P.D. Day, which will focus on Indigenous Education, was shared. Trustee Rising commented on the LKDSB multi-part Board Action Plan that needs to be submitted to the Ministry of Education and noted that the First Nation Representatives are working to complete the sign off components. She referred to the plans to develop the Terms of Reference for the ILC.

#### Student Senate Report

Student Trustee Guthrie reported on the Student Senate Meeting held on February 12, 2018 via teleconference. The main topic of discussion was the school projects planned to take place at each school between now and Education Week in May. She shared some of the student voice school focused topics noting that the schools are planning creative and engaging events. Student Trustee Guthrie advised that Director Costello extended an invitation to the Student Senators to join Trustees for dinner and dialogue prior to the Board Meetings on April 10 and 24. Information on the new Indigenous Student Trustee position was shared at the meeting and the Student Trustee election process was discussed. Student Trustee elections will take place at the Student Senate Meeting on April 24 at Wallaceburg District Secondary School. Student Trustee Rogers commented on wanting further conversation on the election process.

#### Parental Involvement Committee (PIC) Report

Director Costello reported on the Parental Involvement Committee (PIC) Meeting held on February 5, 2018. The LKDSB Technology Enriched Learning Plan (TELP) was discussed relative to the reduction in Ministry grants for the project. TELP is a one-to-one iPad project for students in Grades 7 to 10. Administration is conducting an online survey on options for the project. Over 700 responses have been received to date. Members of PIC provided feedback from their respective School Councils. Members of PIC were excited over the funding the LKDSB received for the four capital projects. Members of PIC provided input on the draft 2018/2019 school year calendar. The revised LKDSB School Council policy and regulations were supported by PIC members. Superintendent McKay will share 2018/2019 budget information with PIC members at the May Meeting. In response to Trustee Fletcher's question about the TELP survey results, Director Costello confirmed that the majority of the feedback was anecdotal and will be considered as part of the deliberations. The

general ideas will be shared with Trustees. In response to Student Trustee Rogers' question regarding year-round schooling, Director Costello confirmed that year-round schooling had not been discussed during his tenure and confirmed that some school boards are considering shortening the time off during the summer months.

Financial Report  
2017/2018 School Year  
Expenditures to November  
30, 2017  
Report B-18-24

Superintendent McKay presented the financial expenditures for the first quarter, September 1 to November 30, 2017. This period represents about 25% of operating expenses that occur over the school year and approximately 30 - 35% of the salary and benefit portion of the instructional operating expenses that occur over a 10 to 12-month period. He explained the variance due to the salary portion payout of the OSSTF remedy. The Ministry has not yet provided the LKDSB with the funding to cover the cost. He advised that delays have occurred with the switch to the employee benefit trusts. All staff groups will be on the benefit trust plans next year. He explained the over expenditure in Board Administration was due to the implementation cost of the School Cash On Line Project and savings in other areas would cover this cost. Implementation is behind schedule with a new target date of April 2018. He stated that overall for this reporting period, the expenditure categories are tracking well against the budget with any identified variances due to timing differences in spending.

Trustee Questions

Trustee Bryce referred to the media reports about Ontario Catholic school boards enrolling more non-Catholic students to increase enrolment in their schools and asked for the Director's comments on the topic at a future meeting and the impact on the LKDSB schools.

Announcements

The next Regular Board Meeting will be held on Tuesday, February 27, 2018, 7:00 p.m. at the Sarnia Education Centre.

Chair Hudie encouraged Trustees to attend Alexander Mackenzie Secondary School's pasta dinner on February 15, 2018.

Adjournment  
8:28 p.m.

There being no further business, Chair Hudie declared the meeting adjourned at 8:28 p.m.

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Chair of the Board

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Director of Education and Secretary of the Board

**REGULAR BOARD, PUBLIC SESSION**

**Report To Board**

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

**DATE: February 27, 2018**

**SUBJECT: Policy and Regulations – *Student Trustees***

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The policy and regulations on the *Student Trustees* have been revised to reflect the new Indigenous Student Trustee position.

The policy, regulations and administrative procedures were shared with the members of the Indigenous Liaison Committee (ILC).

The process for conducting the election for all three student trustee positions is outlined in the LKDSB Administrative Procedures.

The election for Student Trustees will be held at the April meeting of the Student Senate. Two Student Trustees will be elected by the members of Student Senate. The members of Student Senate will elect one student to represent Sarnia Lambton and one student to represent Chatham Kent.

One Indigenous Student Trustee will be elected by students who identify as First Nations, Métis, or Inuit (FNMI). One student who identifies as First Nations, Métis, or Inuit (FNMI) from each secondary school will be invited to attend the April Student Senate Meeting to act as electors for the Indigenous Student Trustee.

Each secondary school principal will be invited to submit the name of one student and one student who identifies as First Nations, Métis, or Inuit (FNMI), to be included on the ballot for the April 24 Student Senate Meeting. The names, along with the completed application package, must be submitted to the Director of Education by March 31.

Principals will also be asked to send one student who identifies as First Nations, Métis, or Inuit (FNMI) to the April 24 Student Senate Meeting to vote for the position of Indigenous Student Trustee. These students will be invited to attend the April 24 Meeting in addition to the two First Nation Student representatives who serve on the Student Senate. Members of the Student Senate will vote for the other two Student Trustee positions.

The members of the Indigenous Liaison Committee will be promoting the Indigenous Student Trustee position within their communities.

A video has been created to help promote the Student Trustee positions.

The Director's Office staff will work with Principals regarding students attending the Student Senate Meeting.

**RECOMMENDATION:**

**“That the Board approve the revised policy and regulations on the *Student Trustees*.”**



**POLICY**

**SUBJECT: Student Trustees**

It is the policy of the Lambton Kent District School Board to encourage student representation on the Board through the provision of ~~two~~ **three** positions for student trustees in accordance with Ontario Regulation 461/97.

Implementation Date: June 10, 1998  
Revised: October 8, 2002, January 30, 2007, October 11, 2011, May 13, 2014  
Reference: Ontario Regulation 461/97  
Bill 78, Regulation 07/07 – Student Trustees  
Board Regulations



## REGULATIONS

<b>SUBJECT: Student Trustees</b>
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1. A student must be in full-time attendance in the senior division of one of the Board's secondary schools, or be an exceptional pupil in a special education program for whom the Board has reduced the length of the instructional program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools – General) made under the act, so long as the pupil would be a full-time pupil if the program had not been reduced, and be at least 16 years of age.
2. The term of office begins on August 1 of the year in which he or she is elected and ends on July 31 of the following year.
3. **The members of the Student Senate will elect the** Student Trustees ~~will be elected~~ each year by April 30.
4. In any one year, one Student Trustee will be elected from secondary schools in Sarnia Lambton; one will be elected from secondary schools in Chatham-Kent and **one will be elected by self-identified LKDSB Indigenous students to serve as the Indigenous Student Trustee.**
5. The names of the Student Trustees will be brought forward for Board approval no later than the last Board meeting in May.
6. Students will be disqualified from participating if they:
  - (a) cease to be students;
  - (b) do not maintain appropriate academic standards;
  - (c) are recommended for dismissal by their principal;
  - (d) violate any of the Administrative Procedures.
7. The Trustees selected to sit on the Student Senate will act as the Student Trustee mentors.
8. Student Trustees will be eligible to receive credit toward the Community Involvement Activity Requirements of the Ontario Secondary School Diploma.
9. Student Trustees will:
  - (a) be invited to attend all Board Meetings and may attend any committee meetings in which they have an interest;
  - (b) be seated at the Board table and be able to participate in all Board deliberations within the public domain as well as provide input;
  - (c) be entitled to have their non-binding vote recorded in the Board Minutes if they request it;
  - (d) be able to introduce agenda items as per the Board's Procedural By-laws;

- (e) be entitled to suggest a Motion on any matter at a Meeting of the Board or of one of its committees on which the student sits and if no member of the Board moves the suggested Motion, the record shall show the suggested Motion.
  - (f) be entitled to attend meetings closed to the public with the exception of those defined in Subsection 55 (5) of the Education Act b) the disclosure of intimate, personal or financial information in respect to a member of the Board or committee, an employee or prospective employee of the Board or a pupil or ~~his or her~~ **their** parent or guardian.
  - (g) be reimbursed for transportation costs to and from Board Meetings, and for other eligible expenses incurred in the performance of their duties according to Board Regulations R-BU-502.
  - (h) be encouraged to attend the Ontario Public School Boards' Association conference;
  - (i) be entitled to the same professional development budget as elected Trustees.
10. Student Trustees will receive an honorarium in the amount of \$2,500.00 as outlined in the Ministry of Education Regulation 07/07.

Implementation Date: June 10, 1998

Revised: October 8, 2002, June 25, 2005, January 30, 2007, October 11, 2011, May 13, 2014

Reference: Ontario Regulation 461/97  
Bill 78, Regulation 07/07 – Student Trustees  
Board Policy and Administrative Procedures

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

**REPORT NO: B-18-27**

**FROM:** Lareina Rising, Trustee

**DATE:** February 27, 2018

**SUBJECT:** Indigenous Liaison Committee Report

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The February 14, 2018 meeting of the Indigenous Liaison Committee (ILC) was held at Bkejwanong Kinomaagewamig (Walpole Island Elementary School) at Walpole Island First Nation with Trustee Jane Bryce chairing the Meeting.

Reports from the First Nation Communities were received. Zandra Bear-Lowen attended the meeting as the new Director of Education for Kettle & Stony Point First Nation and is currently transitioning into the role. Brent Stonefish indicated that Delaware First Nation is currently looking for a new Education Manager and working on a strategic plan for language and education. Mark Aquash reported that Walpole Island First Nation is also working on strategic planning and bring forth a request for a new Director of Education. An update was given on the positive impact that the new Early Start Calendar is having on student attendance and behaviour. The Aamjiwnaang First Nation representative was unable to attend.

Student Trustee Evan Rogers presented information about adding an Indigenous Student Trustee for the 2018-2019 school year. He explained the current process in place for selecting student trustees. Trustee Rogers also shared that a video has been created to promote the student trustee position and to encourage students to apply. Discussion was generated about other possible ways to get the information out to schools and the local four First Nation communities. There was also discussion about concerns about a lack of transportation for some students and how that might be addressed.

Indigenous Liaison Mno Giizhgad (Chris Riley) provided more information about the upcoming April 27<sup>th</sup> P.A. Day. The suggestion was made to have a youth panel at the P.A. Day in order to address issues about inclusion and challenges they face. Mno Giizhgad also shared that Youth Symposiums this year will be hosted by AMSS, NLSS, WDSS and RDHS and open to local feeder schools. He is also coordinating professional development opportunities for Native Language teachers and extended an invitation to educators in the local First Nation communities.

Superintendent Helen Lane spoke to the need to have the Board Action Plan signed off by four First Nation representatives of the ILC. She also thanked the representatives for starting the discussion around the Terms of Reference for the committee. Members of the committee expressed that it may take some work and time to get the terms in place.

Reports from School Administrators were sent to the committee prior to the meeting. Jim Morton - System Coordinator for Alternative and Continuing Education, was present to explain the work that Student Support Workers are doing to resolve attendance issues and the evolving work being done to re-engage students who struggle with completing academic credits.

Future agenda items included the meeting dates for the 2018-2019 school year and the Indigenous Education budget.

The next ILC meeting is scheduled on April 18, 2018 at Wallaceburg District Secondary School at 6:00 p.m.

**REGULAR BOARD MEETING, PUBLIC SESSION**

**REPORT NO: B-18-28**

**Report To The Board**

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

**Date: February 27, 2018**

**Subject: Trustee Election Process for 2018**

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The Ministry of Education recently released a memorandum on the 2018 School Board Elections and the *Trustee Determination and Distribution Guide for Ontario District School Boards, 2018*.

The rules governing the number and distribution of trustee positions are found in Section 58.1 of the Education Act, and in Ontario Regulation 412/00 - *Elections to and Representation on District School Boards*.

School boards are required to calculate trustee determination and distribution by March 31, 2018. These reports are to be submitted to the Ministry of Education and municipal clerks by April 3, 2018. Data provided by the Municipal Property Assessment Corporation (MPAC) is used to complete the necessary calculations.

Based on past calculations, the LKDSB has been comprised on ten elected trustees as well as one First Nation Trustee. As per Ontario Regulation 462/97 *First Nations Representation on Boards*, the local four First Nations select one person to represent them on the Board.

The Municipal Elections Act requires school boards to appoint a compliance audit committee before October 1, 2018 to hear and decide on applications for compliance audits regarding a candidates' campaign expenses. The Committee must be composed of three to seven people, none of whom can be members of the school board, employee or a candidate in the election. Members of the committee will serve a four-year term beginning on December 1, 2018 on an as-needed basis. Municipalities and school boards can appoint the same members to their respective audit committees. A report to appoint the members to the LKDSB Compliance Audit Committee will be brought to a future Board Meeting.

A report on the determination and distribution of Trustees will be brought to the March 27, 2018 Board Meeting.

According to the Education Act, the outgoing Board must set the trustee remuneration policy for the next term of office. The deadline for setting the remuneration policy is October 15, 2018. A report will be brought to Board for approval in September.

Election Day is October 22, 2018. Attached is a list of other key dates.

## Key Dates for 2018 Elections

Activity	Date
Beginning of trustee nomination and campaign period	May 1, 2018
Nomination Day: last day for <ul style="list-style-type: none"><li>○ Filing nomination, and</li><li>○ Withdrawal of candidacy</li></ul>	July 27, 2018 2:00 p.m.
Voting Day	October 22, 2018
Board of Trustees' term of office begins	December 1, 2018
Financial Filing deadline for candidates	March 29, 2019