

REGULAR BOARD MEETING AGENDA  
PUBLIC SESSION

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

Board Room  
Sarnia Education Centre  
200 Wellington Street, Sarnia

**A**

Page Reference

1. Call to Order		
2. Approval of Agenda		
3. Declaration of Conflict of Interest		
4. Approval of the Minutes of February 27, 2018 Regular Board Meetings		3
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) Thoughtexchange Survey City of Sarnia Elementary Schools – Superintendent Girardi		
9. Delegations		
10. Questions from the Public		
11. Reports for Board Action		
a) Policy and Regulations on <i>Selection of Textbooks and Supplemental Learning Materials Recommendation</i>	Director Costello/ Superintendent Sherman Report B-18-30	8
“That the Board approve the revised policy and regulations on <i>Selection of Textbooks and Supplemental Learning Materials.</i> ”		
b) Policy and Regulations on <i>Home Schooling Recommendation</i>	Director Costello/ Superintendent Sherman Report B-18-31	12
“That the Board approve the revised policy and regulations on <i>Home Schooling.</i> ”		
c) Policy on <i>Well-Being Committees in Secondary Schools Recommendation</i>	Director Costello Report B-18-32	15
“That the Board approve the policy on <i>Well-Being Committees in Secondary Schools.</i> ”		
d) Policy and Regulations <i>Prohibition of Trustee Use of LKDSB Resources During Election Campaigns Recommendation</i>	Director Costello Report B-18-33	17
“That the Board approve the policy and regulations on <i>Prohibition of Trustee Use of LKDSB Resources During Election Campaigns.</i> ”		

e) Trustee Determination and Distribution <u>Recommendation #1</u> "That the Board not designate any municipality within the Board's jurisdiction as a low population municipality." <u>Recommendation #2</u> "That the Board approve the Final Report on the Determination and Distribution of School Board Member Positions for the 2018 Regular Election."	Director Costello Report B-18-34	20
f) School Year Calendar 2018/2019 <u>Recommendation</u> "That the Board approve the 2018/2019 School Year Calendar and that this calendar be forwarded to the Ministry of Education for approval as required."	Superintendent Lounsbury Report B-18-35	26
12. Reports for Board Information		
a) Reporting Under the Public Salary Disclosure 2017	Director Costello Report B-18-36	28
b) International Education Update	Superintendent Lane Report B-18-37	35
13. Correspondence		
14. New Business		
15. Trustee Questions		
16. Notices of Motion:		
17. Future Agenda Items		
18. Announcements		
a) The next Regular Board Meeting will be held on Tuesday, April 10, 2018, 7:00 p.m. at the Chatham Education Centre.		
19. Adjournment		

PRESENT:

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

Student Trustee Elisabeth Guthrie, Evan Rogers

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

Regrets: Trustee Tom McGregor, Superintendents of Education Helen Lane and Mark Sherman

Recording Secretary: Trish Johnston, Executive Assistant and Communications Officer

Call to Order: Chair Hudie called the meeting to order at 7:00 p.m. Trustee Campbell served as Vice-Chair for the Meeting.  
Chair Hudie read the Traditional Territorial Acknowledgement.  
Chair Hudie read an in Memoriam for secondary teacher Brett Verslype. A moment of silence was observed.

#2018-43  
Approval of the Agenda  
Feb/27/2018

Moved by Jack Fletcher, seconded by Jane Bryce,  
"That the Agenda for the Regular Board Meeting Public Session of  
February 27, 2018 be approved."

CARRIED.

Declaration of Conflict of  
Interest: No declarations of conflict of interest were issued.

#2018-44  
Approval of Minutes  
Feb/13/2018

Moved by Jack Fletcher, seconded by Ruth Ann Dodman,  
"That the Board approve the Minutes of the Regular Board Meeting of  
February 13, 2018."

CARRIED.

Business Arising None

#2018-45  
Action of the Regular  
Board Private Session be  
the Action of the Board

Moved by Randy Campbell, seconded by Ruth Ann Dodman,  
"That the Action of the Board in Private Session be the Action of the  
Board."

CARRIED.

Questions from the Public None

Policy and Regulations on  
*Student Trustees*  
Report B-18-26

Director Costello advised that the policy and regulations on *Student Trustees* were revised to reflect the new Indigenous Student Trustee position that was approved at the January 16, 2018 Board Meeting. He explained that the process for conducting the election for all three student trustee positions is outlined in the LKDSB administrative procedure. The policy, regulations and administrative procedures were shared with the members of the Indigenous Liaison Committee (ILC). Director Costello explained that the election for Student Trustees will be held at the April 24, 2018 meeting of the Student Senate. Two non-Indigenous 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

#2018-46  
Revised Policy and  
Regulations on *Student  
Trustees*

Indigenous Student Trustee will be elected by students who identify as First Nations, Métis, or Inuit (FNMI). Two students who identify 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 non-Indigenous 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. Director Costello stated that 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. Superintendent Sherman will be discussing the topic with secondary principals at the System Parameters Meeting on March 7. Director Costello advised that Administration will work with principals regarding students attending the Student Senate Meeting. Electronic voting will be an option for students who have difficulty attending the Student Senate Meeting in person. Student Trustee candidates could participate electronically as well. He noted that the Education Act still uses the term FNMI but the Ministry uses the term Indigenous.

Moved by Jane Bryce, seconded by Ruth Ann Dodman

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

Student Trustee Rogers suggested that students in Grade 7 and 8 serve on the Student Senate. Director Costello confirmed that he was not aware of a school board who involves them but could investigate.

Trustee Bryce supported incorporating technology into the voting process.

Student Trustee Rogers suggested that an adult trustee make a Motion that the Board investigate polling stations or electronic voting for the position of Student Trustee. Director Costello reviewed the current school selection process for Student Trustee candidates and confirmed that electronic participation was an option. Chair Hudie stated that the Board did not need a separate Motion to discuss the topic further at this time.

Director Costello confirmed that electronic voting would be possible for the April 24, 2018 Student Trustee elections. The candidates would be able to participate electronically as well. He did not feel it necessary to have a polling station at each school. Director Costello explained that there are two standing members on Student Senate that identify as FNMI. The two additional students for each school would be invited to the April 24, 2018 Student Senate Meeting to vote for the Indigenous Student Senate position.

Student Trustee Rogers commented that he is aware of boards that include Grade 7 and 8 students on Student Senate and they vote on the Student Trustee positions. He is also aware of school boards that have polling stations in schools. Director Costello commented that he could investigate the composition of the Student Senate at other school boards. He noted that Student Senate had been in place for about five years and that the membership and voting process had evolved.

Vice-Chair McKinlay expressed concern that it might become a popularity vote in larger schools with a system wide vote including the Grade 7 and 8 students. He advised that he was opposed to going to a system wide vote and supported the current more equitable process.

It was confirmed that the Student Trustee video would be on the LKDSB website February 28, 2018.

Trustee Sasseville commented that Grade 7 and 8 students may not have a sense of what they are voting for or the role of a student trustee and that it might become a popularity contest.

Trustee Rising expressed support for secondary students participating now and the need to evaluate the interest of elementary students in the future. She expressed support for the documents as written and would like to see the position in place for the 2018/2019 school year.

Trustee Murphy commented on his experience on Student Senate over the past three years and noted that the election process is not free from popularity concerns. Student Trustees elected tend to be from Chatham or Sarnia. Vice-Chair McKinlay confirmed that students from Ridgeway District High School (RDHS), Lambton Kent Composite School (LKCS), Wallaceburg District Secondary School (WDSS) and Lambton Central Collegiate Vocational Institute (LCCVI) have served as Student Trustees in the past.

Trustee Bryce suggested that the conversation had moved off the Motion and should be focused on the Motion.

CARRIED.

The promotional Student Trustee video was shared with Trustees.

Indigenous Liaison  
Committee Report  
Report B-18-27

Trustee Rising reported on the February 14, 2018 Indigenous Liaison Committee (ILC) Meeting that was held at Bkejwanong Kinomaagewamig (Walpole Island Elementary School) at Walpole Island First Nation. Trustee Bryce chaired the Meeting. Trustee Rising advised that Zandra Bear-Lowen was the new Director of Education for Kettle and Stony Point First Nation and that the Delaware First Nation is currently looking for a new Education Manager and working on a strategic plan for language and education. Walpole Island First Nation is also working on strategic planning and a new Director of Education. She noted that each community has a similar position but different titles. Trustee Rising thanked Student Trustee Rogers for attending the ILC Meeting and speaking about the Indigenous Student Trustee position. Trustee Rising advised that LKDSB Indigenous Liaison Mno Giizhgad (Chris Riley) provided information about the upcoming April 27, 2018 P.A. Day as well as the Youth Symposiums that will be hosted by Alexander Mackenzie Secondary School (AMSS), North Lambton Secondary School (NLSS), Wallaceburg Secondary School (WDSS) and Ridgeway District High School (RDHS) which will be open to local feeder schools. Professional development opportunities for Native Language teachers are planned as well. Trustee Rising commented on the signoff requirement for the Board Action Plan and the need for in-depth discussion around the development of Terms of Reference for the ILC to meet the needs of the communities. Trustee Bryce noted the work done by LKDSB Student Support Workers to resolve attendance issues. Student Trustee Rogers commented on his presentation to the ILC.

Trustee Election Process  
for 2018  
Report B-18-28

Director Costello advised that trustee elections will take place October 22, 2018. He explained that 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. He explained that, 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. He advised that a report on the determination and distribution of Trustees will be brought to the March 27, 2018 Board Meeting.

Director Costello advised that the Municipal Elections Act requires school boards to appoint a compliance audit committee before October 1, 2018. He explained the purpose of the committee and membership. 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.

Director Costello explained that, 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.

Thoughtexchange for the  
City of Sarnia

Superintendent Girardi advised that in March, the LKDSB will be conducting a Thoughtexchange survey involving 13 elementary schools in the City of Sarnia. Administration worked with the Thoughtexchange company during the survey done in South Kent last year. He advised that, while there were some learning moments during the South Kent survey, Administration believes that the participation numbers and the discussions that occurred were effective. The Thoughtexchange company has also modified their process in order to better reach out to communities, and increase accessibility for the target populations.

Superintendent Girardi advised that the goal is to solicit public input into the proposed plan for the phase involving the 13 elementary schools in the City of Sarnia. Participants will be encouraged through email and web links to share their thoughts on two questions and provide additional feedback through the star phase. A detailed analysis report will be provided to LKDSB Senior Administration in the discovery stage and an online report will be made publicly available. Individuals will be able to participate through their local libraries if they are not able to access a home computer or some other personal device. The survey is expected to be launched on March 26, 2018 and close on April 6, 2018. The analysis stage will commence on April 9, 2018. The two main challenges facing the LKDSB remain declining enrolment and limited finances, which are linked. Superintendent Girardi confirmed that the cost would be similar to the cost of the South Kent survey, \$24,000. He confirmed that Bridgeview Public School in Point Edward would not be included in the survey. He explained that Thoughtexchange modified their process to address the accessibility concerns some of the population in South Kent encountered. Since Thoughtexchange has changed their process, a paper option for participants will only be available during the sharing of thoughts phase this time. Trustees supported having a workshop/presentation on the functionality of the online survey.

In response to Trustee Sasseville's question about the plan to accompany the survey tool, Superintendent Girardi explained that the survey is outside of the pupil accommodation review process as outlined by the Ministry of Education. The engagement tool will not take the place of the meetings with the various community groups or the public meetings. Director Costello commented that it was important to note that this survey

is pre-pupil accommodation review process and the purpose is to gather thoughts from the community. He commented the proposed changes to the Ministry' review process which includes more public meetings, longer timelines and more data to be included in the Initial Staff Report.

Transition Committee  
Updates

Superintendent Girardi updated Trustees on the transition process involving Great Lakes Secondary School(GLSS). Construction continues on schedule at the new GLSS site. The History and Memorabilia Committee is hosting an open house on April 28, 2018. The corner stone time capsule will be removed and opened. Superintendent Girardi advised that the Plympton Wyoming Transition Committee is hosting a final farewell celebration at South Plympton Public School on April 28, 2018 from 11:00 a.m. to 3:00 p.m. Construction at the permanent site is nearing completion and Administration is continuing to meet with Municipal representatives to address transportation concerns. Superintendent Girardi announced that John N. Given Public School is having an open house on May 5, 2018. He shared that the Transition Committee is meeting on February 28 to finalize the mascot name and colours. A media release will be issued following the decision. He noted that LKDSB Building Services staff will be providing a walkthrough of the proposed interior construction for the school. Superintendent Girardi advised that one of the originators of the Totem Pole, that is located in the front foyer of Tecumseh Public School, is attending the Transition Committee Meeting to speak about the history of the item. He confirmed that the members of the Transition Committee have not made a decision regarding the Totem Pole

Trustee Questions

In response to Trustee Fletcher's question, Director Costello confirmed that Administration is not proposing a change to the composition of the Student Senate.

Trustee Murphy commented on and read out a letter the Principal of Lakeroad Public School sent home to parents with students' report cards. He noted the number of retweets and likes the letter received on Twitter. He questioned if this was a wider practice with the LKDSB or could it be encouraged. Superintendent Lounsbury agreed that it was a beautiful letter. She shared that principals are encouraged to communicate with parents/guardians on a regular basis, not just during assessment, and to promote all aspects of learning, the whole child. She noted the different methods principals use to communicate with parents/guardians. Director Costello stated that Administration would share Trustee Murphy's thoughts with principals. He noted that it is worthwhile to discuss with principals to reinforce the need to communicate with parents/guardians about the multiple sides to learning.

Announcements

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

Student Trustee Rogers announced that the secondary schools would be celebrating Pink Shirt Day, Anti-Bullying Day, on February 28, 2018. He encouraged everyone to wear pink and show their support.

Adjournment  
8:14 p.m.

There being no further business, Chair Hudie declared the meeting adjourned at 8:14 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  
Mark Sherman, Superintendent of Education - Program: Student  
Success/Secondary

**DATE:** March 27, 2017

**SUBJECT:** Policy and Regulations on *Selection of Textbooks and Supplemental Learning Resources*

The policy and regulations on *Selection of Textbooks and Supplemental Learning Resources* have been revised.

The explanatory statements contained in the policy have been moved to the regulations to reflect the LKDSB requirements. The regulations were revised to incorporate the changes in the selection process and to include electronic and non-print materials. The regulations also include a clause explaining how an individual can challenge the use of a resource.

**RECOMMENDATION:**

***“That the Board approve the revised policy and regulations Selection of Textbooks and Supplemental Learning Resources.”***



## POLICY

**SUBJECT: Selection of Textbooks and Supplementary Learning Resources**

It is the policy of the Lambton Kent District School Board to **review and** use a variety of textbooks and supplementary resources to achieve the learning outcomes of the Ontario Curriculum.

### Moved to Regulations

In order to deliver high quality educational experiences, schools will provide resources at varying levels of difficulty that promote open inquiry, critical thinking, diversity of thought and expression, and respect for others. Such resources may include print, software, electronic and other media, and should reflect our multi-faceted society, and address the intellectual, developmental, cultural and social needs of students.

Implementation Date: January 14, 2003,

Reference: >[Guidelines for Approval of Textbooks](#), Ministry of Education, 2008  
"Trillium List", <http://www.trilliumlist.ca/>

# REGULATIONS

**SUBJECT: Selection of Textbooks and Supplementary Learning Resources**

## Moved over from Policy

In order to deliver high quality educational experiences, schools will provide resources at varying levels of difficulty that promote open inquiry, critical thinking, diversity of thought and expression, and respect for others. Such resources may include print, software, electronic and other media, and should reflect our multi-faceted society, and address the intellectual, developmental, cultural and social needs of students.

## Definitions:

### Textbook:

A textbook is defined as a comprehensive learning resource that is in print or electronic form, or that consists of any combination of print, electronic, and non-print materials collectively designed to support a substantial portion (minimum of 85%) of the Ontario curriculum expectations for a specific grade and subject in elementary school or for a course in secondary school, or a substantial portion of the expectations for a learning area in the Ontario Kindergarten program. Such a resource is intended for use by an entire class or group of students.

### Supplementary Resources:

Supplementary resources are defined as resources that support only a limited Number of curriculum expectations, or the curriculum expectations in a single strand, outlined in the curriculum policy for a specific subject or course, or a limited number of expectations for a Kindergarten learning area. Such a resource may be intended for use by an entire class or group of students. Examples are readers, novels, spelling programs, dictionaries, atlases, computer software and instructional guides

1. All textbooks will be selected in compliance with the Ministry of Education's "Guidelines for Approval of Textbooks", 2008.
2. The LKDSB, in order to meet its local needs, is responsible for selecting textbooks from the Ministry of Education's Trillium List and approving them for use in their schools. This gives assurance that these textbooks have been subjected to a rigorous evaluation in accordance with the criteria specified in the Ministry of Education policy document, "Guidelines for the Approval of Textbooks", 2008.
3. The Director or designate has sole responsibility for the selection and evaluation of supplementary resources to support elementary and secondary programs.
4. It is the responsibility of the educational staff, under the direction of the school principal and/or Superintendents of Education- Program, to select learning resources for use in the schools that support and enrich the curriculum and that comply with Ministry of Education guidelines and the Lambton Kent District School Board's policy and regulations.

5. In the selection of textbooks and supplementary resources staff must adhere to copyright restrictions and appropriate licensing agreements.
6. The selection of resources is a continuous process that should include the maintenance of resources that are still suitable and the removal of resources that are no longer appropriate.
7. Textbooks and supplementary resources shall reflect the **expectations outcomes** for specific courses and programs for which they are being considered.
8. Textbooks and supplementary resources shall be appropriate to the age, ability, learning styles, **reading level, interests**, and social and emotional maturity of the students for whom they are being selected.
9. Textbooks and supplementary resources shall include, where available and appropriate, quality resources produced by Canadians, **where the content must have a Canadian orientation, it must acknowledge Canadian contributions and achievements, and use Canadian examples and references wherever possible.**
10. **A challenge may be initiated by a group or individual (18 years of age or older) who feels a resource is objectionable or inappropriate for instructional use. The challenge is directed to the school administrator, where the resource is being used, who will work towards resolution of the concern via reference to Administration Procedure A-PR-231.**

Implementation Date: January 14, 2003,

Reference: "Guidelines for Approval of Textbooks", Ministry of Education, 2008  
"Trillium List", <http://www.trilliumlist.ca/>

**REGULAR BOARD, PUBLIC SESSION**  
**Report To Board**

**FROM:** Jim Costello, Director of Education  
Mark Sherman, Superintendent of Education - Program: Student  
Success/Secondary

**DATE:** March 27, 2017

**SUBJECT:** Policy and Regulations on *Home Schooling*

The policy and regulations on *Home Schooling* have been revised to incorporate current practices and terminology.

**RECOMMENDATION:**

***“That the Board approve the revised policy and regulations Home Schooling.”***



**POLICY**

**SUBJECT: HOME SCHOOLING**

It is the policy of the Lambton Kent District School Board to recognize the right of parents/**guardians** to home school their children in accordance with Section 21(2)(a) of the Education Act, which states that:

“A person is excused from attendance at school if,

(a) the person is receiving satisfactory instruction at home or elsewhere.”

Implementation Date: September 23, 1998

Revised: October 22, 2002, January 15, 2013,

Reference: Education Act, LKDSB Regulation, Administrative Procedures



## REGULATIONS

**SUBJECT: HOME SCHOOLING**

If any student of compulsory school age is withdrawn from school to be **home schooled**, ~~have home study~~

1. The parent shall:
  - a. **each year prior to September 1<sup>st</sup>, provide written notification to notify the Director of Education, in whose jurisdiction their child last attended school, in writing of the intent to provide home schooling for his/her child or children.**
  - b. provide the name, gender, and date of birth of each child who is receiving home schooling.
  - c. provide the telephone number and address of the **current home, and notify the school board of any change of address.**
  - d. provide instruction that is appropriate to their child's/children's developmental and intellectual ability and is consistent with the curriculum prescribed by the Ministry of Education.
  - e. provide written notification by September 30<sup>th</sup> of each school year to the Superintendent responsible or designate of their intention to have their child/children participate in the EQAO assessments /tests in Grades 3,6, 9 and/or the Ontario Secondary School Literacy Test (OSSLT) – normally administered to students in their grade 10 year.
  - f. provide transportation to their child/children to and from the school where the EQAO assessment /test is being administered.
2. The Board shall:
  - a. accept the written notification of the parents each year as evidence that the parents are providing satisfactory instruction at home.
  - b. send a letter each year to the parent, acknowledging the notification and informing the parent that;
    - o he/she may visit the designated school within the LKDSB for consultation, ~~he/she may borrow texts where available;~~
    - o ~~the child may use the school library/resource centre;~~
    - o the child may participate in the EQAO assessments in Grades 3, 6, and 9 and/or in the Ontario Secondary School Literacy Test (normally given to students in Grade 10),
    - o the child will not be allowed to participate or attend classes on a part-time basis,
    - o **a student enrolled in any e-learning course(s) offered by the board or in partnership with the board is not considered home schooling,**
    - o secondary school credits cannot be granted to students who are on home schooling.
3. The principal shall delete the student from the school register.
4. When a parent decides to enroll a child in the regular school program after a child has been on home schooling, the child shall be assessed for appropriate placement in the regular **day** school program.

Implementation Date: September 23, 1998  
Revised: January 15, 2013,  
Reference: Education Act, LKDSB Policy

**REGULAR BOARD, PUBLIC SESSION**

**REPORT TO BOARD**

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

**DATE:** March 27, 2018

**SUBJECT:** *Policy Well-Being Committees in Secondary Schools*

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Attached is the policy *Well-Being Committees in Secondary Schools* developed in response to the following Motion passed at the February 13, 2018 Board Meeting.

“That the Board draft a policy on well-being committees in all secondary schools.”

The policy statement is broad in scope to allow individual schools to implement in a manner that best suits their school communities and to incorporate student and staff needs and interests. Principals will be encouraged to consult with the members of their staff, Student Council and School Councils when planning any implementation strategies.

**Recommendation:**

“That the Board approve the policy on *Well-Being Committees in Secondary Schools.*”



**POLICY**

**DRAFT**

<b>SUBJECT:      Well-Being Committees in Secondary Schools</b>
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It is the policy of the Lambton Kent District School Board to encourage the establishment of Well-Being Committees in all LKDSB secondary schools.

Implementation Date:

Reference:

**REGULAR BOARD, PUBLIC SESSION**

**Report To Board**

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

**DATE:** March 27, 2018

**SUBJECT:** Policy and Regulations – *Prohibition of Trustee Use of LKDSB Resources During Election Campaigns*

Municipal and School Board Elections are held every four years and the *Municipal Elections Act* is reviewed after every election. Legislative changes following the last review were identified in both Bill 181, Municipal Elections Modernization Act and Bill 68, Modernizing Ontario’s Municipal Legislation Act. The *Municipal Elections Modernization Act* received Royal Assent on June 9, 2016. In accordance with that Act,

*“Before May 1 in the year of a regular election, municipalities and local boards shall establish rules and procedures with respect to the use of municipal or board resources, as the case may be, during the election campaign period.”*

The attached policy and regulations are written to establish rules for the use of LKDSB resources by trustees during the Municipal and School Board Election campaign period. Nothing in this policy prevents current elected trustees from performing their role and duties during their term of office.

Bill 181 also includes an amendment that states, “A local board may, by resolution, adopt a policy with respect to the circumstances in which the local board requires a recount of the votes cast in an election.” OPSBA staff surveyed member school boards and confirmed that none of the school boards have a recount policy. The current requirements for a recount and process are outlined in the Municipal Elections Act. The Act requires the clerk *to hold a recount of the votes for two or more candidates who receive the same number of votes and cannot both or all be declared elected to the office*. Administration does not feel it is necessary to put additional requirements in place requiring a recount.

**RECOMMENDATION:**

**“That the Board approve the policy and regulations on the *Prohibition of Trustee Use of LKDSB Resources During Election Campaigns*.”**



**DRAFT**

**POLICY**

<b>SUBJECT:        Prohibition of Trustee Use of Board Resources                          During Election Campaigns</b>
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It is the policy of the Lambton Kent District School Board to prohibit the use of Board resources by Trustees during election campaigns.

Implementation Date:

Reference:        LKDSB regulations  
                         Municipal Elections Act  
                         Education Act  
                         Trustee Code of Conduct



**DRAFT**

## **REGULATIONS**

**SUBJECT: Prohibition of Trustee Use of Board Resources During Election Campaigns**

1. Trustees will not use their school LKDSB issued resources for any campaign-related purposes. This includes displaying election-related materials in LKDSB offices, board meetings, board events or school-related events or on LKDSB property.
2. Trustees will not distribute or use the LKDSB logo or telephone number or other contact information, including any LKDSB branding in any campaign-related material.
3. Trustees must ensure that all campaign-related material is funded by the trustee in their capacity as a candidate.
4. Trustees will not use the LKDSB email system to distribute election-related electronic messages and will not use the LKDSB voicemail system to record election-related messages.
5. Trustees will use their personal information technology resources to create and use social media accounts created for campaign purposes. These are to be separate and distinct from any accounts used by the candidate in their position as a trustee.
6. Trustees will not distribute (print, electronic or other method) any election-related materials via students or parents/guardians.
7. Trustees will not use the services of LKDSB staff to assist or advise in the preparation, distribution, communication or promotion of any election-related material.
8. Trustees who are seeking re-election may continue to perform their duties which may include their continued participation in local events held in schools while they serve their term of office. Trustees should not participate in activities at school events that could be perceived as campaigning.
9. Requests for visits by Trustees, for the purposes of campaigning, are not considered appropriate. *All Candidates Meetings* are encouraged and may occur on school property. These are sometimes arranged by school councils and community groups and usually held at night during non-school hours.
10. Trustees are not permitted to campaign at school-related events intended for the students and parents/guardians of that school. Trustees may continue to attend and participate in school-related activities but shall not campaign or conduct themselves in any way that may be perceived as campaigning.

Implementation Date:

Reference: LKDSB policy  
Municipal Elections Act  
Education Act  
Trustee Code of Conduct

**REGULAR BOARD MEETING, PUBLIC SESSION**

**REPORT NO: B-18-34**

**Report To The Board**

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

**Date: March 27, 2018**

**Subject: Final Report on the Determination and Distribution of School Board Trustee Positions for the 2018 Regular Election**

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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.

Attached is the LKDSB Report on the Determination and Distribution of School Board Member Positions for the 2018 Regular Election.

The population tables indicate a similar distribution of the electoral population as in the 2014 election. There have been no significant changes. A change in determination and distribution of trustees is not being recommended. The data presented indicates that there is not a need to designate any areas as low population municipalities. District school boards in northern Ontario have designated certain low population areas to provide the under populated areas with appropriate representation on district boards. The designation of a low population area results in the same number of trustees, distributed in a different manner.

**Recommendation #1:**

**"That the Board not designate any municipality within the Board's jurisdiction as a low population municipality."**

**Recommendation #2:**

**"That the Board approve the Report on the Determination and Distribution of School Board Member Positions for the 2018 Regular Election."**

# Trustee Determination & Distribution Calculator

## Trustee Determination

### Submitted Data

District School Board	Lambton Kent District School Board
Population of Board's Electoral Group	156,134
Final day school average daily enrollment from your board's 2016–2017 Financial Statement	20,502.65

### Result

Data	Source	Figure
1. Population of electoral group	MPAC (PEG Report)	BOX 1 <b>156,134</b>
2. Board area	<u>TABLE 1, O. Reg. 412/00</u>	BOX 2 <b>5,505</b>
3. Board density	Population divided by area	BOX 3 <b>28.3622</b>
4. Dispersal factor	<u>TABLE 5, O. Reg. 412/00</u>	BOX 4 <b>0.0</b>
5. Number of population-based trustees	<u>TABLE 2, O. Reg. 412/00</u>	BOX 5 <b>10</b>
6. Additional density-based trustees	Refer to <u>TABLE 3, O. Reg. 412/00</u> using board density figure	BOX 6 <b>0</b>
7. Additional density-based (area adjusted) trustees	Refer to <u>TABLE 4, O. Reg. 412/00</u> using board density figure	BOX 7 <b>0</b>

8.	Lesser of BOX 6 and BOX 7	Refer to rules set out in <u>O. Reg. 412/00, s.3</u>	BOX 8	0
9.	Additional trustees based on dispersal factor	Refer to rules set out in <u>O. Reg. 412/00, s.3</u> , using Dispersal factor	BOX 9	0
10.	Total number of additional trustees (greater of BOX 8 and BOX 9)	Refer to rules set out in <u>O. Reg. 412/00, s.3</u>	BOX 10	0
11.	Minimum number of population-based trustees plus additional trustees	Refer to rules set out in <u>O. Reg. 412/00, s.3</u>	BOX 11	10
12.	Minimum number of enrolment-based trustees	Refer to rules set out in <u>O. Reg. 412/00, s.3</u>	BOX 12	7
<b>Number of elected trustees = The greater of BOX 11 and BOX 12</b>				<b>10</b>

# Trustee Determination & Distribution Calculator

## Trustee Distribution

### Submitted Data

District School Board	Lambton Kent District School Board
Population of Board's Electoral Group	156,134
Number of elected trustees (If your board has passed a resolution to reduce its trustee positions, pick a new number from the drop-down menu)	10 <input type="text"/>

### Trustee Distribution – Template A

Column 1 Name of Municipality / Ward	Column 2 Electoral Group Population	Column 3 Electoral Quotient
Chatham-Kent Municipality	66,615	4.267
St. Clair Township	10,030	0.642
Dawn-Euphemia Township	1,624	0.104
Brooke-Alvinston Municipality	1,993	0.128
Enniskillen Township	2,380	0.152
Oil Springs Village	575	0.037
Petrolia Town	4,169	0.267
Sarnia City	50,226	3.217
Point Edward Village	1,569	0.1
Plympton-Wyoming Town	6,086	0.39

Warwick Township	2,438	0.156
Lambton Shores Municipality	8,429	0.54
<b>TOTALS</b>	<b>156,134</b>	<b>10</b>

LambtonKent District School Board  
Trustee Distribution for 2018 Election

Population of Electoral Groups

English Public School Supporters  
Trustee Allocation

156134  
10

February 23, 2018

<b>Municipalities</b>	<b>English Public Electoral Group</b>	<b>Electoral Quotient</b>	<b>Actual Trustee Allocation</b>	<b>Area in Square km</b>
Lambton Shores Municipality	8429	0.540	<b>1</b>	
Plympton/Wyoming Township	6086	0.390		
Warwick Township	2438	0.156		
<b>North Lambton Total</b>	<b>16953</b>	<b>1.086</b>		
St. Clair Township	10030	0.642	<b>1</b>	
Brooke/Alvinston Township	1993	0.128		
Oil Springs Village	575	0.037		
Petrolia	4169	0.267		
Enniskillen Twp.	2380	0.152		
<b>Central Lambton Total</b>	<b>19147</b>	<b>1.226</b>		
Point Edward	1569	0.100		
Sarnia	50226	3.217	<b>3</b>	
<b>Total</b>	<b>51795</b>	<b>3.317</b>		
(South Lambton) Dawn- Euphemia Twp.	1624	0.104	<b>1</b>	
(North Kent) Dresden, Chatham Twp, Dover Twp	7667	0.491		
Wallaceburg	6245	0.400		
<b>South Lambton &amp; North Kent Total</b>	<b>15536</b>	<b>.995</b>		
<b>Chatham Total</b>	<b>27260</b>	<b>1.746</b>	<b>2</b>	
Raleigh Township, Harwich Township, Blenheim, Village of Erie Beach, Eriean <b>South Kent Total</b>	10584	0.678	<b>1</b>	
Howard Township, Ridgetown, Orford Township, Highgate Township, Zone Township, Bothwell, Camden Township, Thamesville <b>East Kent Total</b>	7736	0.496		

<b>Municipalities</b>	<b>English Public Electoral Group</b>	<b>Electoral Quotient</b>	<b>Actual Trustee Allocation</b>	<b>Area in Square km</b>
Tilbury Town, Tilbury East Twp. Wheatley, Romney Township <b>West Kent Total</b>	7123	0.456		
<b>West, South, East Kent</b> <b>Total</b>	<b>25443</b>	<b>1.629</b>	<b>2</b>	
<b>GRAND TOTAL</b>	<b>156134</b>	<b>10</b>	<b>10</b>	<b>5,505</b>

**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-18-35**

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

**FROM: Taf Lounsbury, Superintendent of Student Achievement Elementary**

**Date: March 27, 2018**

**Subject: School Year Calendar 2018/2019**

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**Background:**

*Regulation 304, School Year Calendar, Professional Activity Days* outlines the requirements for the preparation and submission of school year calendars to the Ministry of Education. For 2018/2019, the school year shall include a minimum of 194 school days of which three days must be designated as professional activity (PA) days devoted to provincial education priorities. These priorities are reflected through the criteria and topics contained in *Policy/Program Memorandum No 151*. Boards may designate up to four additional days as PA days. A board may also designate up to ten instructional days as examination days.

**Proposal:**

After discussion with our coterminous school board, unions, administrators and Parent Involvement Committee, a regular school calendar is being proposed for the 2018/2019 school year. The following charts outline the possible organization of this calendar.

**Statutory/School Board Designated Holidays:**

September 3, 2018	Labour Day
October 8, 2018	Thanksgiving Day Holiday
December 24 to January 4, 2019	Christmas Break
February 18, 2019	Family Day
March 11 – 15, 2019	March Break
April 19, 2019	Good Friday
April 22, 2019	Easter Monday
May 20, 2019	Victoria Day

**P.A. Days:**

Friday, September 28, 2018  
Friday, October 26, 2018  
Friday, November 23, 2018  
Friday, February 1, 2019  
Friday, April 5, 2019  
Friday, June 7, 2019  
Friday, June 28, 2019

**Secondary Exam Days:**

Friday, January 25 – Thursday, January 31, 2019

Friday, June 21 – Thursday, June 27, 2019

**EQAO Dates:**

Grade 3 and 6 Assessments

May 21 to June 3, 2019

Grade 9 Math - 1<sup>st</sup> Semester

January 14 to January 25, 2019

Grade 9 Math - 2<sup>nd</sup> Semester

June 5 to June 18, 2019

OSSLT

March 27, 2019

**Recommendation**

"That the Board approve the 2018/2019 School Year Calendar and that this calendar be forwarded to the Ministry of Education for approval as required."

**REGULAR BOARD, PUBLIC SESSION**

**Report To Board**

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

**DATE: March 27, 2018**

**SUBJECT: Reporting Under the Public Sector Salary Disclosure Act for the 2017 Year.**

Each year, since the *Public Sector Salary Disclosure Act* was passed in 1996, the Ontario Government has published a compendium on public sector employees who were paid a salary of \$100,000 or more. Organizations that receive public funding from the Province of Ontario are required to disclose the names, positions, salaries and taxable benefits of these employees. The salary required to be made public under the Act reflects the amount to be reported to Canada Revenue Agency on the employer's T-4 slip for the employee. The T-4 amounts may include components that relate to a prior year and may exceed the employee's annual rate of salary. The taxable benefits listed on the report are the amount shown on the T-4 slip as prepared for the Canada Revenue Agency.

The Act covers city and other local governments, universities and colleges, school boards, hospitals, and Crown agencies. It also applies to the Provincial Government ministries and members of the Assembly. Other non-profit organizations that receive a large share of their funding from the provincial government are covered as well.

Attached is the Record of Employees' 2017 Salaries and Benefits for the Lambton Kent District School Board filed in accordance with the Public Sector Salary Disclosure Act.

LAST NAME	FIRST NAME	POSITION	SALARY	BENEFIT
Ainsworth	Joel	Elementary Teacher	\$101,063.90	\$660.22
Airey	Winston	Elementary Principal	\$117,894.22	\$1,255.24
Alward	Joshua	Elementary Principal	\$115,925.37	\$1,230.45
Anderson	Colleen	Elementary Principal	\$108,393.05	\$1,146.83
Anderson	Mary Lynn	Elementary System Coordinator Student Achievement	\$122,499.96	\$1,290.14
Anderson	Sandra	Manager of Financial Services	\$121,232.80	\$1,258.98
Arndt	Nicola	Elementary Vice Principal	\$102,274.40	\$1,084.93
Arthur	Derek	Secondary Teacher	\$101,243.60	\$714.80
Aubertin	Karissa	Elementary Vice Principal	\$104,891.62	\$1,112.52
Bacik	Scott	Elementary Principal	\$108,472.57	\$1,147.55
Balkwill	Ann	Elementary Principal	\$118,673.66	\$1,262.93
Balkwill	Timothy	Elementary Principal	\$118,676.06	\$1,262.93
Baribeau	Christine	Secondary Teacher	\$101,243.60	\$714.80
Barrese	Angie	Superintendent of Education	\$160,353.93	\$867.23
Battram	Melinda	Elementary Teacher	\$100,312.26	\$573.69
Bedard	Ryan	Secondary Teacher	\$101,243.60	\$714.80
Bestard	Douglas	Manager of Human Resources	\$128,367.47	\$1,333.01
Beuckelare	Nicole	Secondary Consultant/Summer Semester	\$110,448.44	\$723.31
Bolohan	Kenneth	Secondary Teacher/Continuing Education	\$105,746.30	\$737.31
Bowsher	Yvette	Secondary Teacher	\$101,243.60	\$714.80
Brander	April	Secondary Teacher	\$101,408.60	\$714.80
Brenders	Geoffrey	Secondary Teacher/Summer Semester	\$104,453.60	\$675.43
Brennan	James	Elementary Principal	\$110,577.51	\$1,164.96
Bridgearnold	Tracy	Secondary Teacher	\$100,422.30	\$694.66
Brown	Chad	Elementary Principal	\$113,014.57	\$1,199.59
Bruette	Bernadette	Secondary Vice Principal	\$113,335.41	\$1,209.24
Buschemeyer	Brian	Secondary Teacher/Summer Semester	\$105,369.32	\$694.66
Byatt-Millington	Karyn	Elementary Principal	\$115,911.57	\$1,230.46
Cadotte	Tiffany	Secondary Consultant	\$102,943.80	\$723.21
Campbell	Joel	Secondary Teacher	\$101,243.60	\$714.80
Campbell	Joel Donald	Secondary Teacher	\$101,243.60	\$714.80
Campeau	Jayson	Secondary Vice Principal	\$111,151.22	\$1,172.67
Catterson	Joanna	Elementary Principal	\$117,894.22	\$1,255.25
Chambers	Kevin	Elementary Vice Principal/Summer Literacy	\$108,274.40	\$1,084.93
Clarke	James	Secondary Teacher	\$100,186.08	\$709.47
Claxton	Jay	Secondary Teacher	\$101,243.60	\$714.80

Coates	Marc	Secondary Vice Principal	\$112,435.89	\$1,196.92
Cook	Sandra	Elementary Principal	\$117,894.22	\$1,255.25
Costello	James	Director of Education	\$206,305.87	\$896.88
Coyle	Christopher	Elementary Principal	\$117,894.22	\$1,255.24
Crich	Ann	Secondary Teacher	\$103,696.00	\$699.56
Dath-McLellan	Chitra	Secondary Teacher	\$101,483.60	\$714.60
Davenport	Christine	Supervisor of Psychological Services	\$121,232.86	\$1,258.98
Davidson	Gordon Bruce	Special Education Coordinator	\$104,212.70	\$729.67
Davis	Adam	Elementary Consultant Special Education	\$102,093.80	\$640.69
Day	Janine	Secondary Teacher	\$100,781.29	\$710.95
De Schiffert	Jerome	Secondary Teacher/Summer Semester	\$112,250.20	\$714.70
Deery	Rosanna	Elementary Principal	\$117,894.22	\$1,255.25
Denes	Jeannette	Secondary Teacher	\$101,395.60	\$714.80
Denure	Heather	Secondary Teacher/Summer Semester	\$105,727.70	\$714.80
Denure	James	Secondary Teacher/Summer Semester	\$112,250.20	\$714.80
Deol	Harminder	Secondary Teacher	\$101,243.60	\$714.80
Dolbear	Timothy	Secondary Teacher	\$101,243.60	\$714.80
Douglas	Beau	Secondary Teacher/Summer Semester	\$101,019.20	\$675.43
Dupuis	Susen	Secondary Teacher	\$103,243.60	\$714.80
Eldridge	Carey	Secondary Consultant/Summer Semester	\$110,116.78	\$723.32
Elson	Michael	Elementary Principal	\$117,894.22	\$1,255.24
Falla	Mary-Louise	Elementary Vice Principal	\$113,215.41	\$1,204.36
Ferguson	Susan	Secondary Principal	\$124,469.27	\$1,326.72
Fittler	Mark	Secondary Teacher/Summer Semester	\$108,230.20	\$694.66
Frayne	Edward	Secondary Teacher/Summer Semester	\$103,331.00	\$694.66
Frayne	Paul	Secondary Teacher	\$101,243.63	\$714.60
Gall	Kenneth	Secondary Teacher	\$101,243.60	\$714.80
Gallant	Pamela	Elementary Consultant	\$102,338.80	\$647.81
Garrett	Hugh	Ontario Secondary School Teachers Federation Local President	\$110,905.60	\$762.41
Garrett	Judith	Secondary Principal	\$119,547.85	\$1,268.60
Gilbert	Paul	Elementary Teacher/Elementary Vice Principal	\$104,574.70	\$638.66
Gilfoyle	Marie	Elementary Principal	\$117,894.22	\$1,245.01
Gillis	Joanne	Secondary Teacher	\$101,243.60	\$714.80
Girardi	Gary	Superintendent of Education	\$172,140.23	\$867.23
Goodal	Jennifer	Elementary Principal	\$115,911.57	\$1,230.46
Gordon	Gregory	Secondary Teacher/Summer Semester	\$108,230.20	\$694.66
Gower	Jeremy	Secondary Vice Principal	\$108,390.24	\$1,143.62
Grainger	Todd	Secondary Teacher/Summer Semester	\$110,872.53	\$694.66

Griffiths	Craig	Secondary Teacher/Continuing Education	\$106,597.25	\$743.11
Hall	Sarah	Elementary Teachers Federation of Ontario Local Vice President	\$101,619.60	\$644.32
Hamlin	Leona	Elementary Principal	\$114,730.18	\$1,239.42
Harris-Warner	Wendy	Secondary Teacher	\$101,243.60	\$714.80
Harwood	Brian	Secondary Teacher	\$101,243.60	\$714.60
Harwood	Daniel	Secondary Teacher	\$101,243.60	\$714.80
Hayward	Richard	Elementary Principal	\$117,894.22	\$1,255.25
Hazzard	Benjamin	Elementary Principal	\$117,894.22	\$1,255.25
Helmer-Johnston	Denise	Secondary Special Project Teacher	\$101,671.80	\$716.73
Hines	Gregory	Secondary Teacher/Summer Semester	\$103,331.01	\$694.66
Hodgson	Byron	Elementary Principal	\$117,908.02	\$1,255.24
Houghton	Mark	Elementary Principal	\$117,894.22	\$1,255.24
Hunt	Mark	Secondary Principal	\$125,508.02	\$1,335.36
Hunt	Murray	Secondary Principal/Summer Semester	\$129,616.26	\$1,301.14
Iacobelli	Christina	Secondary Teacher	\$100,639.63	\$714.72
Jacklin	Roy	Secondary Teacher	\$101,271.95	\$714.74
Jackson	Christina	Secondary Teacher	\$101,243.61	\$714.60
Jared	Linda	Secondary Principal	\$125,494.22	\$1,335.36
Jeffrey	Nathan	Secondary Vice Principal	\$107,786.24	\$1,135.82
Johnston	Ann	Elementary Principal	\$112,558.78	\$1,227.95
Jones	Christopher	Secondary Teacher	\$101,243.60	\$714.80
Keane	James	Secondary Principal	\$118,031.57	\$1,249.62
Kenny	Allison	Elementary Teacher	\$100,029.60	\$648.39
Kerby	Kevin	Secondary Teacher	\$102,726.90	\$694.66
Kramer	Cynthia	Elementary Principal	\$117,897.22	\$1,255.25
Lakey	Adam	Secondary Teacher	\$102,727.01	\$694.66
Lambkin	Christopher	Elementary Vice Principal	\$106,682.33	\$1,135.07
Lane	Helen	Superintendent of Education	\$163,186.60	\$851.19
Lawton	Benjamin	Secondary Principal	\$119,547.86	\$1,268.60
LeBoeuf	Thomas	Manager of Facility Operations	\$103,142.64	\$1,014.55
Lesy	Sharon	Secondary Teacher	\$101,243.60	\$714.78
Leystra	Rhonda	Secondary Principal	\$119,547.86	\$1,268.60
Liddicoat	Laurel	Elementary Teachers Federation of Ontario Local President	\$103,094.85	\$644.32
Logan	Karen	Secondary Teacher/Summer Semester	\$102,885.68	\$671.73
Lounsbury	Daphne	Superintendent of Education	\$164,562.84	\$861.35

Lozon	Kylie	Secondary Teacher	\$101,243.62	\$714.80
MacDonald	Lisa	Elementary Principal	\$116,715.46	\$1,249.35
MacLachlan	Robert	Secondary Teacher/Continuing Education	\$102,626.85	\$694.66
Maitland	Barry	Secondary Teacher/Summer Semester	\$102,727.00	\$694.66
Majeski	Marnie	Secondary Teacher	\$101,243.60	\$714.80
Malette	Melissa	Secondary Vice Principal	\$112,435.89	\$1,196.92
Mancini	Mary	Secondary System Coordinator Student Achievement	\$127,988.11	\$1,330.53
Martin	Trevor	Secondary Teacher/Summer Semester	\$102,147.63	\$684.23
Marvell	Christopher	Manager of Information Technology	\$121,232.86	\$1,258.98
Maryschak	Danielle	Elementary Principal	\$117,894.22	\$1,255.25
Mastronardi	Franco	Supervisor of System Applications	\$109,504.31	\$1,137.83
McAuley	Scott	Secondary Teacher	\$101,243.60	\$714.80
McBain	Brian	Secondary Consultant/Summer Semester	\$108,447.20	\$723.04
McDonald	Michael	Secondary Vice Principal	\$112,435.89	\$1,196.92
McFarland	Heather	Elementary Vice Principal	\$104,891.54	\$1,112.52
McKay	Brian	Superintendent of Business	\$162,148.30	\$864.48
McLean	Joy	Elementary Principal	\$117,894.22	\$1,255.24
McMullin	Natalie	Secondary Teacher/Summer Semester	\$102,726.90	\$694.66
Meston	Dennis	Secondary Teacher/Summer Semester	\$112,678.40	\$716.95
Millard	Michelle	Secondary Teacher	\$101,243.60	\$714.80
Miller	Lee	Elementary Principal	\$117,894.22	\$1,255.25
Moore	Christopher	Elementary Principal	\$117,894.22	\$1,255.24
Morrison	Janice	Elementary Principal	\$115,911.57	\$1,230.46
Morton	James	System Coordinator - Alternative/Continuing Education	\$128,788.13	\$1,337.80
Moynihan	Thomas	Secondary Teacher	\$103,659.62	\$714.80
Myers	Katherine	Elementary Vice Principal/Summer Literacy	\$105,691.62	\$1,112.52
Myers	Ryan	Elementary Principal	\$108,393.05	\$1,146.83
Natvik	Elsa	Secondary Principal	\$120,151.86	\$1,268.60
Naylor	Linda	Secondary Teacher	\$101,243.60	\$714.60
Nemcek	Gregory	Secondary Principal/Summer Semester	\$131,729.98	\$1,085.12
Nienhuis	Nicholas	Secondary Teacher/Summer Semester	\$100,646.45	\$677.35
Noel	Mary	Elementary Principal	\$117,894.22	\$1,255.25
Park	Jody	Secondary Teacher	\$101,243.60	\$714.80
Parkes	David	Secondary Teacher	\$101,243.60	\$714.80
Parnham	Andrew	Elementary Principal	\$117,894.22	\$1,255.25
Patterson	Mary Anne	Elementary Principal	\$117,894.22	\$1,255.24
Pecora	Robert	Secondary Teacher	\$101,312.60	\$714.80
Penney	Darlene	Elementary Principal	\$117,923.62	\$1,255.25

Pereira	Tracy	Elementary Principal	\$111,643.20	\$1,175.49
Perkins	Sandra	System Coordinator - Special Education	\$121,974.86	\$1,285.23
Petrus	Tara	Secondary Teacher	\$101,243.60	\$714.80
Pettipiece	Jason	Secondary Teacher	\$101,847.60	\$714.80
Pettipiece	Tara	Secondary Teacher	\$101,243.60	\$714.80
Rakuc	Krzysztof	Elementary Vice Principal	\$102,274.41	\$1,084.93
Regan	Laurie	Secondary Teacher	\$101,060.58	\$713.88
Regan	Timothy	Secondary Teacher/Summer Semester	\$104,350.21	\$694.66
Rizzetto	Lucy	Elementary Principal	\$117,646.06	\$1,254.00
Ryan	Richard	Secondary Teacher	\$100,469.90	\$694.66
Sabatini	Anita	Elementary Principal	\$117,894.22	\$1,255.25
Sabourin	Laura	Secondary Teacher/Summer Semester	\$105,123.80	\$714.80
Sanders	Wayne	Secondary Teacher	\$101,243.60	\$714.80
Schalk	Adrianus	Secondary Teacher/Summer Semester	\$102,726.90	\$694.66
Scheibli	Michael	Manager of Plant and Maintenance	\$121,232.80	\$1,258.98
Schleihauf	Christopher	Secondary Teacher/Summer Semester	\$102,727.01	\$694.66
Scott	Carole	Elementary Principal	\$117,894.22	\$1,255.25
Shaw	Allan	Secondary Teacher	\$100,500.22	\$714.80
Sheeler	Gregory	Secondary Teacher/Summer Semester	\$102,695.30	\$699.56
Sherman	Donald Mark	Superintendent of Education	\$164,180.22	\$867.23
Siebert	Sheldon	Secondary Teacher	\$101,243.63	\$714.80
Skipper	Jessica	Secondary Teacher	\$101,243.60	\$714.80
Smit	Erin	Elementary Principal/Summer Literacy	\$121,111.57	\$1,230.45
Smith	Carrielyn	Elementary Principal	\$106,602.34	\$1,124.28
Smith	DeeAnna	Elementary Vice Principal/Summer Literacy	\$101,375.60	\$1,027.48
Sonneveld-Wright	Wilma	System Coordinator - Student Achievement	\$128,788.13	\$1,337.80
Spadafora	Giovanni	Secondary Teacher/Summer Semester	\$104,435.32	\$695.56
Stenton	Derek	Secondary Vice Principal	\$111,755.29	\$1,172.67
Stephenson	Laurie	Elementary Principal	\$117,894.22	\$1,255.24
Stewardson	Shaun	Secondary Teacher/Summer Semester	\$102,727.00	\$694.66
Stewart	James	Secondary Principal	\$122,629.26	\$1,301.14
Thomas	Heather	Secondary Teacher	\$101,243.60	\$714.80
Thomas	Steven	Elementary Principal	\$118,673.66	\$1,262.93
Townsend	Elizabeth	Elementary Principal	\$113,618.56	\$1,195.13
Valade	Lisa	Elementary Special Education Coordinator	\$103,608.70	\$656.79
Van De Wiele	Erin	Elementary Principal	\$117,942.82	\$1,255.24
Vandenberg	Ryan	Secondary Teacher	\$101,243.63	\$714.80

Vandenbossche	Tracy	Elementary Principal	\$113,014.57	\$1,199.59
Vander Pol	Heather	Elementary Principal	\$112,087.86	\$1,183.35
Vermeersch	William	Elementary Principal	\$117,894.22	\$1,255.25
Vlcek	Joyce	Elementary Principal	\$115,911.57	\$1,230.45
Warner	Philip	Superintendent of Education	\$160,965.51	\$867.23
Watson	Graham	Secondary Vice Principal	\$112,435.89	\$1,196.92
Wettergreen	Carole	Elementary Principal	\$115,911.57	\$1,230.45
White	Caroline	Secondary Vice Principal	\$113,039.89	\$1,196.92
Whiteye	Patricia	Secondary Teacher/Summer Semester/Continuing Education	\$102,673.33	\$697.41
Wiersma	Paul	Secondary Principal	\$124,771.18	\$1,328.08
Wilson	Carla	Elementary Principal	\$115,911.57	\$1,230.45
Wranich	Janice	Secondary Consultant	\$101,671.80	\$716.95
Wright	Kerri Lynn	Elementary Student Support Teacher/Summer Literacy	\$102,957.25	\$619.32
Zondag	Daphne	Elementary Principal	\$117,894.22	\$1,255.24
Zondag	Donald	Secondary Principal	\$124,728.58	\$1,328.08

**REGULAR BOARD, PUBLIC SESSION**

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

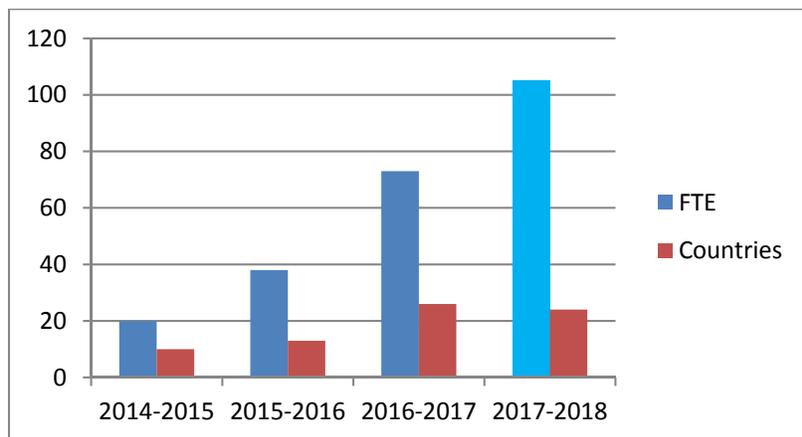
**FROM: Helen Lane, Superintendent of Education – Leadership and Equity**

**DATE: March 27, 2018**

**SUBJECT: International Education Overview- 2015-2018 and Beyond**

LKDSB International Education Program continues to grow and develop. It is establishing itself as a program with a reputation for strong academics, welcoming schools and communities and providing a true Canadian experience. We have been recognized as offering a solid foundation for students as they plan their pathway into post-secondary and beyond.

In 2014-15 we had approximately 15 FTEs. Presently, in 2017-18 we expect to reach 105 FTE. Translated, this means 198 students have entered the LKDSB schools in the 2017-18 school year. This has meant that the schools, community and staff have had a steep learning curve.



Placing students according to their needs, abilities, requests and availability of space has meant that we have been able to bring diversity to all of our schools. This has been a very positive trait for us and agents have felt this is a good marketing tool for them to encourage students to come and study with us. We are seen as a program that cares about students and personalizes their study experience.

**Diversity**

This year, most students came from Spain, Taiwan and Italy, followed closely by China, Vietnam and Turkey. Our aim is to continue to diversify our program by adding in new countries and solidifying relationships with current partners. We aim to have at least 20 countries represented each year. New countries that we have been exploring and have started to receive applications or interest from new partners include the Czech Republic, Brazil, Thailand, Vietnam and Turkey.

**Nationalities and Education Goals**

Taiwan, China, Vietnam and Turkey send us students here for the long term with visions of attending post-secondary studies in Canada.

Students from Spain and Italy, along with many of our other countries, come to us to 3-10 months for an educational experience. They often require specific courses and validation of their studies at the Embassy/Consulate.

We currently receive mainly short term students from Mexico and South Korea. We are also receiving growing interest for short term programming from Colombia. It is also important to note that the short term students are generally attend our elementary programs.

**Elementary vs Secondary**

The majority of the students who have come to study with us are secondary age. We have been focusing on the secondary age students but we continue to received requests for short term group experiences for the elementary age students.

**Outbound Experiences for LKDSB students and teachers**

We have been working on increasing the opportunities for LKDSB students to go abroad.

- We continue to send our group each summer to Busan, Korea.
- This year we sent three other groups of students abroad in March 2018
  - o Taiwan- New Taipei City Cultural Experience
  - o Taiwan- Co-op Abroad
  - o Sweden- Arts High School Exchange experience
- We will be sending a group of teachers to Taiwan in summer 2018.

**New Exciting Projects and MOU's**

As we grow and develop our Program it is important that we are responding to the needs of our students and positioning ourselves so that we can ensure we are welcoming top quality students.

Here is a list of new exciting international projects and scholarship programs that we are involved in

- Tenerife Scholars- Government Scholarship (Spain- Canary Islands)
- Armancio Ortega Scholarships- (Spain)
- New Italian Scholarships- (Italy)
- Drottning Blanks Gymnasieskola Lund (Sweden)
- Foresight- ESL program (Taiwan)
- *Trina International Private School (China)*

It is also important that we continue to develop community partnerships and pathways for our students to enter post-secondary studies and remain in Canada. We have been working on several partnerships and pathways.

- Pathways to Post- Secondary Studies and MOU's - Kings College- Western and Lambton College
- Relationships with local Immigration Consultants and Settlement Services

We received \$10,000 in Ministry funding to hold professional development for LKDSB Student Services staff on pathways to post-secondary, International English Language Testing System (IELTS) and course requirements for validation. We plan to hold this event in late May 2018.

**Summary**

In order to sustain the growth and diversification it is important for us to keep in mind staffing structure, capacity building and professional development and changing recruitment strategies. We are aligned with the Ministry of Education's *Ontario's Strategy for K to 12 International Education* (June 2015). It is our goal that the LKDSB International Education Program maintain its strong academic focus while balancing inbound and outbound opportunities for all our students as they move towards graduation.