

**PRESENT:**

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

Student Trustee Elisabeth Guthrie, Evan Rogers

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

Regrets: Vice-Chair Scott McKinlay and Trustee Bob Murphy, Director of Education Jim Costello

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 Fletcher served as Vice-Chair for the Meeting. Superintendent McKay served as Director of Education for the Meeting.

Chair Hudie read the Traditional Territorial Acknowledgement.

#2018-49  
Approval of the Agenda  
March/27/2018  
Moved by Dave Douglas, seconded by Tom McGregor,  
"That the Agenda for the Regular Board Meeting Public Session of March 27, 2018 be approved."  
CARRIED.

Declaration of Conflict of Interest: None

#2018-50  
Approval of Minutes  
Feb/27/2018  
Moved by Jane Bryce, seconded by Ruth Ann Dodman,  
"That the Board approve the Minutes of the Regular Board Meeting of February 27, 2018."  
CARRIED.

Business Arising: None

#2018-51  
Action of the Regular  
Board Private Session be  
the Action of the Board  
Moved by Jack Fletcher, seconded by Randy Campbell,  
"That the Action of the Board in Private Session be the Action of the Board."  
CARRIED.

Presentation: Superintendent Girardi explained that this was the second Thoughtexchange survey conducted by the LKDSB. Last year, one was conducted in South Kent with approximately 700 participants contributing to the discussion. This platform is used by other school boards in Ontario and across the country to find out information on pupil accommodation. Most school boards have used this process within the pupil accommodation review process but the LKDSB is using it outside of the formal process. Administration hopes that this approach will provide more knowledge prior to the start of a formal review. He reminded Trustees that the Ministry has paused pupil accommodations reviews while they revise the guidelines. Superintendent Girardi advised that the Thoughtexchange survey began on March 26, 2018. The information has been shared with the schools involved, the media, the City of Sarnia staff, the Aamjiwnaang First Nation representatives and community partners. He explained the three stages - Share, Star, Discovery. Thoughtexchange has updated its system and the

new platform permits the participant to share and star immediately. The discovery process involves posting summary results. Individuals have until April 6 to share and star thoughts. Superintendent Girardi explained that the new platform is more mobile friendly. He commented that Administration did receive some concerns from a small number of people last time who had trouble accessing the process. Thoughtexchange tried to rectify the issue by making the platform more mobile friendly.

Superintendent Girardi outlined the background information provided online which summarizes the issues facing the LKDSB. He shared the two questions that individuals are being asked to respond to:

1. We are considering plans to reduce the number of Sarnia elementary schools to maximize student supports and increase efficiencies. Please share your thoughts.
2. We are considering consolidating French Immersion (FI) programming in Sarnia to create single track FI school(s). Please share your thoughts.

Superintendent Girardi demonstrated how to access the survey via the LKDSB website.

Public Relations Officer Hughes outlined the timelines for the survey. A media release was issued on March 23 and the dedicated website was launched on March 26. It includes a map to show the community where the 13 schools are located. It is a two-week process from March 26 to April 6, 2018. Individuals may log on as many times as they wish. The results, discovery phase, will be shared in May. Thoughtexchange has a team that analyses the data. She outlined the components of the school toolkit. Superintendent Girardi explained that paper copies will be available just for the thought sharing phase due to Thoughtexchange's new platform. Paper copies must be submitted by March 30 for consideration. Superintendent Girardi outlined the ways Administration hopes to engage elementary students in the survey. Principals have been provided with information to share with school councils, parents/guardians and the community. Information was sent directly to homes that provided emails so Administration is hoping that interested students will participate. He noted that it would be up to the discretion of the parent/guardian. Arrangements have been made with the County of Lambton libraries for individuals to use their computers to participate. Superintendent Girardi confirmed that everyone can participate in the survey. Based on Thoughtexchange's experience, most of the participants are from the area where the media is directed and from the direct emails. It is unlikely that people from outside of the target area would participate. He noted that Thoughtexchange staff will flag inappropriate comments for review by LKDSB Administration. Superintendent Girardi confirmed that the timeline is the standard timeline for the process. Thoughtexchange's experience demonstrates that people who want to participate do within the timeline. He confirmed that the cost of the survey is the same as the first one - \$24,000 for each survey.

Questions from the Public

None

Policy and Regulations on  
*Selection of Textbooks  
and Supplemental  
Learning Materials*  
Report B-18-30

Superintendent Sherman explained that 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 Ministry 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. In response

#2018-52  
Revised Policy and  
Regulations on *Selection  
of Textbooks and  
Supplemental Learning  
Materials*

to Student Trustee Guthrie's question regarding the requirement for students to be 18 years of age to challenge the use of a resource, Superintendent Sherman explained that for a formal challenge, students under the age of 18 would need the support of their parents.

Moved by Jane Bryce, seconded by Ruth Ann Dodman,

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

Trustee Rogers commented that in the Ministry documents, there was not any reference to students needing to be 18 years of age to file a challenge and that the Administrative Procedure was not online. Superintendent Sherman confirmed that students under the age of 18 could make an informal challenge and that the process was outlined in the associated Administrative Procedure.

Moved by Trustee Fletcher, seconded by Dave Douglas

"That the Board amend the regulation to include the word formal before the word challenge in #10."

CARRIED.

Vote on Motion as amended CARRIED.

Policy and Regulations on  
*Home Schooling Learning  
Materials*  
Report B-18-31

Superintendent Sherman explained that the policy and regulations on *Home Schooling* had been revised to incorporate current practices and terminology. Trustee Rising advised that she had issues with much of the wording because it was not consistent with PPM 131. She referred to the use of the word shall instead of should regarding parents providing notification, and EQAO and transportation. She questioned the reasoning behind not letting homeschooled students in the schools to use the library and the importance of developing a connection with the students so they would want to attend the school. Superintendent Sherman explained that home schooling was different from home instruction. Students on home instruction are provided with a teacher and resources and are re-engaged in day school when appropriate. Home schooled students typically have never entered the LKDSB school system. Superintendent Sherman explained that the restricted access to schools is consistent with LKDSB safe school practices. He advised that the corresponding Administrative Procedure outlines supplemental resources that parents/guardians could access.

Trustee Bryce called Point of Order noting that the Motion needed to be put on the floor to be discussed.

Moved by Dave Douglas, seconded Jack Fletcher,

"That the Board approve the revised policy and regulations on *Home Schooling.*"

Trustee Bryce explained that once a report is presented by Administration, Trustees may ask questions for clarification prior to the motion being put on the floor. Once the motion is moved and seconded, put on the floor, it is open for discussion. The motion can be amended two times or referred back to Administration.

Trustee McGregor noted that the policy was revised to include parents/guardians and he suggested that the same wording be reflected in the regulations

Moved by Tom McGregor, seconded by Ruth Ann Dodman,  
“That the regulations be revised to include parents/guardians.”

Trustee McGregor withdrew his motion.

#2018-53  
Policy and Regulations on  
*Home Schooling* referred  
back to Administration

Moved by Lareina Rising to seconded by Jack Fletcher,  
“That the Board refer the policy and regulations on *Home Schooling* back  
to Administration to consider the comments received.”

CARRIED.

#2018-54  
Policy on  
*Well-Being Committees in  
Secondary Schools*  
Report B-18-32

Moved by Ruth Ann Dodman, seconded by Jack Fletcher,  
“That the Board approve the policy on Well-Being Committees in  
Secondary Schools.”

Superintendent Warner referred to the Motion passed by Trustees at the February 27, 2018 Board Meeting “*That the Board draft a policy on well-being committees in all secondary schools.*” In response to that, he advised that Administration developed a policy statement that is broad in scope to allow individual schools to implement it 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. He noted that there was discussion when the Motion was passed that a Well-Being Committee would be mandatory in each secondary school and explained that that would be problematic because every club, team or committee needs a volunteer staff advisor. To establish a policy that makes it mandatory for a staff member to volunteer is not feasible.

Student Trustee Rogers commented that he understood the comments and indicated that he felt the wording altered the motion passed.

Trustee Bryce supported the use of the word encourage and noted the importance of a committee being formed from the ground roots rather than being mandated. She commented that she did not feel that a Board of Trustees could mandate a group to meet during lunch or spares.

Superintendent Warner confirmed that if the Board were to mandate teachers to do something outside of the instructional time, the union would file a grievance. The Board cannot establish a policy that violates their rights. Superintendent Warner noted that the Motion passed did not include the word mandatory.

Student Trustee Rogers commented on the discussion that took place at the February 13, 2018 Board Meeting and indicated that he thought it was understood to be mandatory.

Trustee Rising questioned if the position could be given to a person as part of their assignment and provide them with time to serve as the lead. She suggested a stronger word than encourage be used in the policy statement. Chair Hudie explained that the staff advisor would be a voluntary position outside of the instructional time and noted that there are currently volunteers in this position at 11 of the 12 secondary schools. Superintendent Warner explained that if it was an assignment it would cost approximately \$17,000 per semester and students would not be able to attend because they would be in class. It would be a contract violation to make it a supervision assignment.

Trustee Sasseville commented that she was struggling with supporting a policy that mandates a certain committee over others. She wondered about a different way of covering the aspects of the well-being strategy and wondered what the outcome of the committee would be. Chair Hudie confirmed that there was a lengthy discussion on the need for the committee at the February 13, 2018 Board Meeting. Chair Hudie referred to all of the activities occurring in the schools to support students. Trustee Sasseville stated that she would vote against the Motion noting that she supports well-being but she could not support one committee over another without knowing the outcome it is trying to establish. Trustee Fletcher supported the use of the word encourage in the policy as it emphasizes the importance of well-being and noted the good things going on in the schools already. Trustee Campbell supported Trustee Fletcher's comments. Student Trustee Rogers supported the well-being aspect mentioned by Trustee Sasseville and suggested a motion be made to draft a policy.

CARRIED.

#2018-55  
Policy and Regulations on  
*Prohibition of Trustee Use  
of LKDSB Resources  
During Election  
Campaigns*  
Report B-13-31

Moved by Jane Bryce Seconded by Jack Fletcher,

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

Superintendent McKay advised that 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.*"

Superintendent McKay explained that the policy and regulations were 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.

He explained that 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." He reported that OPSBA staff surveyed member school boards and confirmed that none of the school boards have a recount policy. He noted that the current requirements for a recount and the 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 for a recount.

CARRIED.

Trustee Determination and  
Distribution  
Report B-18-34  
#2018-56  
No municipality to be

Moved by Randy Campbell, seconded by Tom McGregor,

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

CARRIED

designated a low  
population municipality

Superintendent McKay noted that in addition to the 10 elected trustees, the LKDSB has one First Nation Trustee appointed by the Four First Nations. He advised 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*. He explained that 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 referred to the calculations on the tables contained in the report. 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.

Moved by Ruth Ann Dodman, seconded by Tom McGregor,

“That the Board approve the Report on the Determination and Distribution of School Board Member positions for the 2018 Regular Election.”

#2018-57  
Trustee Determination and  
Distribution Report  
approved.

Trustee Bryce suggested that the geographic area she represents would be more accurately titled North East Lambton rather than North Lambton.

CARRIED.

School Year Calendar  
2018/2019  
Report B-18-35

Superintendent Lounsbury presented the draft 2018/2019 School Year Calendar. She advised that Administration has consulted with the coterminous school board, unions, administrators and Parent Involvement Committee and is proposing a regular school calendar for the 2018/2019 school year.

Statutory/School Board Designated Holidays:

September 3, 2018	Labour Day
October 8, 2018	Thanksgiving Day Holiday
December 24 to January 4, 2019	Winter 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

#2018-58  
2018/2019 School Year  
Calendar Approved

Moved by Randy Campbell, seconded by Ruth Ann Dodman,  
“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.”

CARRIED.

Reporting Under the  
Public Salary Disclosure  
2017  
Report B-18-36

Superintendent McKay advised that 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. Superintendent McKay advised that there are 199 people on the list for 2017 compared to 149 in 2016. He explained that many of the new names on the list are just over the limit and are teachers who assumed additional duties like summer school. Some of the increases are a result of the OSSTF contract remedies. Superintendent McKay confirmed that more names will be appear on the list each year because the majority of the LKDSB staff are at the maximum salary due to their years of service. Municipalities are experiencing the same with police and firefighter salaries. Superintendent Warner advised that as of August 31, 2019 the maximum salary for a secondary teacher is \$99,989 without extra responsibilities. Superintendent McKay explained that taxable benefits are listed separately for individuals whose salary level is above the threshold. The amount is included in the salary number but required to be reported separately.

International Education  
(IE) Update  
Report B-18-37

Superintendent Lane referred to the workshop provided prior to the Board Meeting by the members of the International Education Department. In 2014/2015, the LKDSB had approximately 15 Full Time Equivalent (FTE) students. The LKDSB expects to reach 105 FTE students in 2017/2018 which translates to 198 students. She commented that the LKDSB IE Program is well known for strong academics and the provision of a true Canadian experience. Feedback indicates that students enjoy the small town and rural experiences. Superintendent Lane explained that this year, most students came to the LKDSB from Spain, Taiwan and Italy, followed closely by China, Vietnam and Turkey. The aim is to continue to diversify the program by adding in new countries and solidifying relationships with current partners. She commented on the opportunities provided for LKDSB students to study abroad as well. She

- noted the importance of continuing to develop community partnerships and pathways for the international students to enter post-secondary studies and remain in Canada. She commented on the professional development opportunities provided for LKDSB staff during the year.
- Superintendent Lane advised that, in order to sustain the growth and diversification in the program, it is important to keep in mind staffing structure, capacity building and professional development and changing recruitment strategies. The LKDSB is aligned with the Ministry of Education's *Ontario's Strategy for K to 12 International Education* (June 2015). The LKDSB International Education Program maintains its strong academic focus while balancing inbound and outbound opportunities for all our students as they move towards graduation.
- Superintendent Lane confirmed that a credit evaluation is conducted when the students arrive. The Ontario curriculum credits are recognized in the students' home countries. She commented that most of the students are focused on attending post-secondary institutions here and it is easier to get accepted with Ontario credits. Chair Hudie commented on the growth of the program since 2014. Trustee McGregor shared that the Audit Committee will be receiving a report on the audit being conducted on the International Education program.
- New Business
- Trustee Bryce advised that she recently attended an event at the Delaware Community Centre where students from Naahii Ridge Public School shared their learning journey with regard to embedding culture and language into curriculum programs. They shared the many dual language stories that students created (Lunaape, English) and highlighted the strategies and actions that occurred throughout the learning journey
- Trustee Questions
- It was confirmed that the process was ongoing regarding the hiring of a Mental Health Lead.
- Notice of Motion
- Trustee Douglas served Notice of Motion.
- "That the Board write a letter to the Minister of Education, and all school boards, endorsing the Ontario Student Trustees' Association's Student Platform."
- Announcements
- The next Regular Board Meeting will be held on Tuesday, April 10, 2018, 7:00 p.m. at the Chatham Education Centre.
- Superintendent McKay advised that the Ministry announced the Grants for Student Needs initial information on March 28. The detailed revenue projections for the LKDSB have not been released. It was agreed that the Budget workshop scheduled for April 3, 2018 would be cancelled. The information will be presented at the May 1, 2018 Budget workshop.
- Trustee Bryce announced that North Lambton Secondary School is hosting an event on April 3 at 10:00 a.m. to celebrate Paralympian Tyler McGregor's silver medal that his sledge hockey team won at the Paralympics in Pyeongchang.
- Adjournment  
9:10 p.m.
- There being no further business, Chair Hudie declared the meeting adjourned at 9:10 p.m.

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Chair of the Board

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Director of Education and Secretary of the Board