

**PRESENT:**

Trustees: Chair Jane Bryce, Vice-Chair Randy Campbell, Greg Agar, Janet Barnes (via teleconference), Ruth Ann Dodman, Dave Douglas (via teleconference), Jack Fletcher, Malinda Little, Scott McKinlay (via teleconference), Lareina Rising, Derek Robertson (via teleconference)

Staff: Director of Education John Howitt, Superintendent of Business Brian McKay Superintendents of Education Angie Barrese, Gary Girardi, Ben Hazzard, Helen Lane, Mary Mancini and Mark Sherman and Public Relations Officer Heather Hughes (via teleconference)

Student Trustees: Aurora Bressette, William Locke and Lucia Shultz-Allison

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

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

#2020-147  
Approval of the Agenda  
Moved by Greg Agar, seconded by Lareina Rising,  
"That the Agenda for the Regular Board Meeting of November 24, 2020 be approved."

CARRIED.

Declaration of Conflict of Interest  
None

#2020-148  
Approval of the Minutes  
Nov/10/2020  
Moved by Ruth Ann Dodman, seconded by Malinda Little,  
"That the Board approve the Minutes of the Regular Board Meeting of November 10, 2020."

Director Howitt confirmed that responses to questions asked by individual Trustees are captured in the Minutes and not the questions themselves, as per past practice.

Chair Bryce noted that questions of Trustees are viewed as questions from the Board.

CARRIED.

Business Arising  
Director Howitt reported that the format of the Board Reports had changed to reflect the Strategic Priorities.

Chair Bryce remarked that she liked the look of the new Board Reports and that it will help keep a focus on the Strategic Priorities.

Motions Emanating from the Regular Board Private Session  
None

#2020-149  
Action of the Regular Board Private Session be the Action of the Board  
Moved by Randy Campbell, seconded by Malinda Little,  
"That the Action of the Board in Private Session be the Action of the Board."

CARRIED.

Special Education Summer Program Superintendent Barrese and System Coordinator Sandra Perkins presented on the Summer Learning Program.

Six different Summer Learning programs were funded by the Ministry of Education, and the Transition Program was highlighted in the presentation. During the final two weeks of summer, LKDSB schools offered a program for students with high special education needs and/or mental health needs focused on re-establishing routines, closing gaps in skills development and learning, and providing mental health support for students who may find a return to school challenging. 68 Elementary Resource Teachers, 12 Secondary Resource Teachers, 23 Itinerant staff, 16 Student Success Teachers, 17 Guidance Teachers, and 19 Alternative Living and Learning Program (ALLP) Teachers volunteered and participated in the program. Over 3,000 conversations took place relating to transition plans, check-ins and transition visits and over 900 conversations took place to support mental wellness. 2,433 students from the program started school within the first two weeks of the 2020-2021 school year in the physical setting.

During the presentation, videos were played that highlighted the connection between elementary and secondary schools and illustrated how the transition project supported students.

Chair Bryce thanked Superintendent Barrese and System Co-ordinator Sandra Perkins for their presentation. She appreciated the effort put into the program and of those who submitted videos for the presentation.

Director Howitt remarked that this was a concrete example of what was going on in schools to make the transition easier for students and was another example of LKDSB staff putting students first. He acknowledged the Ministry of Education for funding the program.

Director of Education's Snapshots of Excellence

Director Howitt presented the Director's Snapshots of Excellence for October and November 2020. The presentation highlighted the work of LKDSB staff on behalf of students and parents/guardians who helped with the transition to Quadmester II, National School Bus Safety Week held from October 19 to 23, the October 19 endowment from IODE for scholarships and bursaries to Lambton County LKDSB students, outdoor learning opportunities at schools, highlights from the Virtual Learn at Home Elementary School, Treaties Recognition Week held from November 2 to 6, Take Our Kids to Work Day, Remembrance Day activities, the generosity of Noelle's Gift, Bullying Awareness and Prevention Week held from November 16 to 20, and the presentation by Dr. Karyn Gordon that was put on by the Parent Involvement Committee.

Delegations:

None

Questions from the Public

Chair Bryce advised that members of the public may submit questions they wish to have asked at the Board Meeting by noon on the day of the meeting via email to [jaimeshannon@lkdsb.net](mailto:jaimeshannon@lkdsb.net). The Chair or a member of Senior Administration will answer the question at the Board Meeting if the information is immediately available or a written reply will be sent following the meeting.

The following questions were asked on behalf of CUPE 1238:

*1. Regarding the LKDSB Operational Plan page 14*

*Ongoing support for equitable and inclusive hiring, promotion, advancement and accountability for equity and human rights at all levels, and to build diverse and inclusive workplaces with equitable outcomes for all.*

*> By December 2020, develop LKDSB hiring practices to align with PPM.*

*> By June 2021 develop a long-term strategy to address systematic barriers in hiring, promotion, and advancement.*

*Question: CUPE 1238 asks how will the LKDSB Identify the systemic barriers to equitable and inclusive hiring, promotion, and advancement. What tool or process will be used?*

Superintendent Girardi responded that following the Ministry announcement regarding the revocation of Ontario Regulation 274/12 (Hiring Practices) the LKDSB implemented the Interim Provincial Teacher Hiring Policy. The Board has begun work on a process to review and implement a new Policy that includes expectations for establishing teacher hiring policies and processes that will strengthen its educator workforce. This policy will be in place prior to December 31, 2020 and will reflect work being done at the Provincial Level. While this process is initiated by the Teacher Hiring Process, implementing good practices for the long-term strength of the board will be important for all education workers in the LKDSB.

Diversity, Equity and Human Rights, Qualifications and Merit, Employment and Mobility, Fairness and Transparency, and Monitoring and Evaluation are components expected to be in the teacher hiring policies and may be applied to all areas of hiring in the LKDSB. These items can be affected through candidate selection process, recognizing and reducing barriers to disadvantaged groups, introduction of special programs, data collection, conflict of interest disclosure, removal of seniority-based hiring, and ESR's (Employment Systems Review).

*2. Regarding the LKDSB Operational Plan page 12*

*By June 2022, 85% of all students in Grades 4 to 12, and 85% of parents/guardians and LKDSB staff will indicate on the LKDSB Climate Survey that they are aware of how to access mental health supports and services at the LKDSB.*

*Question: CUPE 1238 asks if there would be consideration to collaborate with both the Elementary and Secondary JHSCs in considering adding a new support for the employees of the LKDSB, the National Standard of Psychological Health and Safety in the Workplace*

*See this link for more information from the Mental Health Commission of Canada <https://www.mentalhealthcommission.ca/English/media/4183>.*

Director Howitt responded that the question had been raised with the Joint Health & Safety Committee, which is a combination of management and worker representatives under the Ontario Health and Safety Act. He will respect their work and looked forward to their recommendation based on their investigation.

Trustee Little left the meeting at 8:00 p.m.

Director Howitt reported that the policy and regulations on Public Concerns were part of the regular review process. There were no changes recommended to the

LKDSB Policy and Regulations on Public Concerns  
Report B-20-121

policy. The changes recommended to the regulations were references to the Human Rights Code, Ombudsmen, more inclusive language, and housekeeping items.

Director Howitt confirmed that the section on community member concern about a LKDSB employee was an addition.

Moved by Greg Agar, seconded by Randy Campbell,

“That the Board approve the review of the policy on Public Concerns and the revised regulations on Public Concerns.”

CARRIED.

Annual Audit Committee Report  
Report B-20-122

Superintendent McKay provided a summary of the Audit Committee’s actions for the year ending August 31, 2020. The report summarized the Audit Committee members, who attends the meetings, the meeting dates, who has attended the meetings, descriptions on external auditors and internal auditors, planned audits, and provided a summary of work performed.

Budget Meeting Schedule for the 2021-2022 School Year  
Report B-20-123

Superintendent McKay explained that the LKDSB annual budget process for the 2021/2022 school year will begin in February 2021. He reviewed the budget schedule that will guide the planning of revenues and expenses for the upcoming 2021/2022 school year. He noted that there was no presentation to Student Senators in the 2019/2020 school year, so would like to meet with the Senators once revised estimates are completed and on the following year’s budget.

Chair Bryce remarked that it was an excellent format that provided opportunities for public input into the LKDSB budget.

LKDSB Update on Face to Face and Learn at Home Program  
Report B-20-124

Director Howitt explained that a themed report is brought to each Board Meeting, which began with the reopening of schools and now continues with the work within schools in a COVID-19 environment. The theme of the November 24, 2020 report was highlights from Quadmester 1.

In the Elementary panel, students from Kindergarten to Grade 8 received their Progress Report or Initial Observation of Learning on November 13, 2020. He added there was a new Student Information System this year that required staff to be trained and prepared to send the reports out. He commended Superintendents Hazzard and McKay for their work. He was not aware of any classes where reports were released late, which he said speaks volumes of LKDSB staff.

In the Secondary panel, there was a preliminary look at credit accumulation in Quadmester 1. 10,599 credits were attempted, 1,082 were successful, for a 95.2% success rate, or a 92.4% success rate when the Virtual Learning High School (VLHS) is included. There are a number of students in the VLHS that are not engaging, and Senior Administration is working on a plan to help support these students and help them succeed.

Director Howitt highlighted that the numbers show that although it is not the academic preference, full day courses are not detrimental to students achieving credits.

Director Howitt noted there was a period of movement of students to their program of choice, face-to-face learning or Learn at Home, and the numbers show a good stability in the programs. He remarked that this speaks to the work of LKDSB staff and the support students are receiving.

Alternative and Continuing Education continues to offer a number of great programs and engages students in the community that may not otherwise be successful in obtaining secondary program credits.

Chair Bryce thanked Director Howitt and was glad to see that students have continued to acquire their credits in the current program of full day courses.

Special Education  
Summer Program  
Report B-20-125

Superintendent Barrese provided an overview on the six programs offered in the summer through funding from the Ministry of Education. One of the programs, the Transition Program, was highlighted during the Special Education Summer Program presentation. The other programs included Summer Semester where 99 credits were earned with support from Teachers and Educational Assistants, Mental Health Workers where four Registered Social Workers worked with 72 students in the summer and provided parent/guardian sessions, the ABA Social Skills Program where ABA Specialists provided direct support to students with Autism Spectrum Disorder (ASD) to support return-to-learning transitions, and new-to-school transitions and ALLP Kits where kits were delivered to student homes during the summer for those currently in ALLP or transitioning to ALLP, and Preparing for Students Training where over 1,700 school staff were trained in how to be Trauma-Informed, over 2,400 LKDSB staff participated in Mental Health Awareness training, and all school teams participated in discussions about the role of school staff in student mental health and worked collaboratively to identify what all students need at school.

Correspondence

None

New Business

None

Trustee Questions

Director Howitt confirmed that the Ministry of Education announced there would be no extension to Winter Break, but if there is an update and the school year calendar will change, he will share this with Trustees and the school community. He had not heard of a staggered start consideration by the Ministry.

Director Howitt confirmed that other boards are considering online learning on snow days due to staff shortages and busing concerns. The LKDSB will remain status quo and handle bus cancelation or snow days as normal after review of processes and resources. If schools are closed for a sustained time learning will be provided virtually.

Notices of Motion

None

Announcements

The Organization Board Meeting will be held on Tuesday, December 1, 2020, 7:00 p.m. at the Sarnia Education Centre.

The Striking Committee will present a report to Board for approval on the Trustee committee assignments at the January 12, 2021 Board Meeting.

The next Regular Board Meeting will be held on Tuesday, January 12, 2021, 7:00 p.m. at the Chatham Education Centre.

Director Howitt announced that the LKDSB received notice that it is now listed on the Ministry list of school boards and private schools that have approved COVID-19 plans and may provide in-person teaching or instruction for international students in the 2020-21 school year. He remarked that some students are interested in coming to the LKDSB for Quadmester 3 and was thrilled that the International Education team could move forward. He thanked Superintendent Lane and her team for their work on submitting the attestation.

Chair Bryce confirmed that the Organization Meeting agenda would be adjusted based on removal of the Striking Committee item.

Adjournment

There being no further business of the Board, Chair Bryce declared the Meeting adjourned at 8:30 p.m.

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Chair of the Board

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Director of Education and  
Secretary of the Board