

REGULAR BOARD MEETING AGENDA
PUBLIC SESSION

TUESDAY, SEPTEMBER 22, 2020
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 from the September 8, 2020 Regular Board Meeting 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:
9. Delegations
10. Questions from the Public
Please submit questions by noon on September 22, 2020 via email to trish.johnston@lkdsb.net
11. Reports for Board Action
 - a) Proposed Revisions to the LKDSB Procedural By-laws Director Howitt
Report B-20-87 14
Recommendation
"That the Board approve the revisions to the Section 1. a) b),
Section 2.2, 2.7, 2.8, Section 3.6, 3.7, 3.16, 3.18, Section 4,
Section 6.1, 6.5, 6.8, 6.9, Section 7.12, 7.20, 7.24, Section 8.1, 8.2,
Section 10.3, Section 11.3, 11.4, Section 12.1, 12.3, 12.6, Section 15.2, 15.3,
and Section 16.1, 16.4 of the LKDSB Procedural By-laws."
 - b) Staff and Volunteer Appreciation Day Chair Bryce/Director Howitt
Report B-20-88 20
Recommendation
"That the Board observe Staff and Volunteer Appreciation Day on
October 5, 2020."
12. Reports for Board Information:
 - a) Ontario Public School Boards' Association Update Trustee Fletcher
Oral Report
 - b) LKDSB Reopening Our Schools Plan Update Director Howitt
Report B-20-89 21
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, October 13, 2020, 7:00 p.m. at the Chatham Education Centre.
19. Adjournment

Lambton Kent District School Board

Minutes of the Regular Board Public Session Meeting of September 8, 2020 held at the Chatham Education Centre

PRESENT:

- Trustees: Chair Jane Bryce, Vice-Chair Randy Campbell, Greg Agar, Janet Barnes (via teleconference), Dave Douglas (via teleconference), Jack Fletcher, Scott McKinlay, Lareina Rising (via teleconference), Derek Robertson
- 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
- Student Trustees: Aurora Bressette, William Locke and Lucia Shultz-Allison
- Regrets: Trustees Ruth Ann Dodman and Brittany Jenkins
- Recording Secretary: Trish Johnston, Executive Assistant and Communications Officer
- Call to Order: Chair Bryce called the meeting to order at 7:00 p.m.
Chair Bryce read the Traditional Territorial Acknowledgement.
Chair Bryce read an In Memoriam for an elementary student. A moment of silence was observed.
- #2020-105
Approval of the Agenda Moved by Jack Fletcher, seconded by Greg Agar,
"That the Agenda for the Regular Board Meeting of September 8, 2020 be approved."
CARRIED.
- Declaration of Conflict of Interest None
- #2020-106
Approval of the Minutes June/23/2020 Moved by Scott McKinlay, seconded by Derek Robertson,
"That the Board approve the Minutes of the Regular Board Meeting of June 23, 2020."
CARRIED.
- #2020-107
Approval of the Minutes July/28/2020 Moved by Jack Fletcher, seconded by Greg Agar,
"That the Board approve the Minutes of the Special Board Meeting of July 28, 2020."
CARRIED.
- Business Arising None
- Motions Emanating from Private Session Moved by Randy Campbell, seconded by Scott McKinlay,
"That the Board approve the Performance Appraisal of the Director of Education 2020."
- #2020-108
Action of the Regular Board Private Session be the Action of the Board Moved by Randy Campbell, seconded Greg Agar,
"That the Action of the Board in Private Session be the Action of the Board."
CARRIED.
- Presentations None
- Delegations: None
- Introduction of Student Trustees Chair Bryce welcomed returning Student Trustee Aurora Bressette and new Student Trustees William Locke and Lucia Schultz-Allison.

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 trish.johnston@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. No questions were received.
#2020-109 Schedule for Regular Board Meetings for the period December 2020 to December 2021 Report B-20-80	Director Howitt presented the Board Meeting schedule for the period December 2020 to December 2021 based on the LKDSB Procedural By-laws. Moved by Randy Campbell, seconded by Derek Robertson, “That the Board approve the Regular Board Meeting schedule for the period December 2020 to December 2021.”
	CARRIED.
#2020-110 LKDSB Policy and Regulations on <i>Tragic Events</i> Response Report B-20-81	Director Howitt advised that the LKDSB policy and regulations on <i>Tragic Events Response</i> have been reviewed as part of the LKDSB cyclical review. Superintendent Barrese explained that the documents were updated to reflect the current practices in the schools and the responsibilities of a Tragic Events Response Team. Moved by Derek Robertson, seconded by Scott McKinlay, “That the Board approve the revised policy and regulations on <i>Tragic Events Response</i> .”
	CARRIED.
#2020-111 LKDSB International Student Program Plan Report B-20-82	Director Howitt explained that Ontario school boards were notified on August 28, 2020 that they must have plans in place to accept students coming to Ontario from outside of Canada for the 2020/2021 school year. The plans must be approved by their respective school boards. Most of the provincial and federal requirements are already part of the LKDSB International Education Program. Moved by Greg Agar, seconded by Randy Campbell, “That the Board approve the LKDSB International Student Program Plan which meets the current federal and provincial requirements for the 2020/2021 school year.”
	CARRIED.
#2020-112 2020/2021 Internal Audit Plan Report B-20-	Superintendent McKay advised that the Internal Audit Committee members finalized the 2020/2021 Internal Audit Plan at the Audit Committee Meeting of June 22, 2020. An audit of the Strategic Planning Process is being recommended. A Pricewaterhouse Coopers member will participate in the audit. Moved by Scott McKinlay, seconded by Dave Douglas, “That the Board approve the 2020/2021 Internal Audit Plan.”
	CARRIED.
Indigenous Liaison Committee Report Report B-20-	Trustee Rising reported on the June 17, 2020 meeting of the Indigenous Liaison Committee that was held via Teams. She commented on the data presentation from the principals and the reports from the First Nation Communities. She noted that some First Nation Communities are still maintaining some restricted access to the Communities during the pandemic. The LKDSB new Strategic Priorities were discussed and ILC members were informed of the opportunity to respond to the survey to provide feedback around them. Indigenous Lead

Minogijzhgad provided information on the National Indigenous Peoples Day Virtual Summit. The Peace, Love and Hope themed event was the first event held across Canada to celebrate the beauty of the land. The event was very well attended and great feedback was received. Trustee Rising noted that the ILC members are very appreciative of the written reports received from school administrators and stated that the ILC meetings are also opportunities to discuss and work through issues no matter the format of the meetings.

Director Howitt updated Trustees on the LKDSB reopening plans for the LKDSB schools. Families have chosen the method of curriculum delivery for their children now, face to face or Learn at Home. He noted that Learn at Home is very different than home schooling and eLearning. In the Learn at Home model, students are placed in classes and daily attendance is taken, just like face to face learning. Student daily minimum learning time by grade level:

Kindergarten:

- 180 minutes of live (or synchronous) learning each day.
- 120 minutes of on-demand (or asynchronous) learning each day.

Grades 1 to 8:

- 225 minutes of live (or synchronous) learning each day.
- 35 minutes of on-demand (or asynchronous) learning each day.

Grades 9 to 12

- 300 minutes of live (or synchronous) learning each day.

Some families have opted to reduce the amount of time their children are participating in synchronous learning and are compensating with non-synchronous learning.

Director Howitt explained that two new virtual schools were created for the Learn at Home students for 800 secondary students (15%) and 2,000 elementary students (13.5%). Staff assigned to the Learn at Home schools are reporting to 3 locations. Secondary staff report to Lambton Kent Composite School in Dresden. Elementary staff report to Blenheim District High School or Lambton Central Collegiate & Vocational Institute in Petrolia. Staff will provide synchronous learning. As a result, Administration has reorganized and re-staffed elementary schools and re-timetabled and re-staffed secondary schools under tight timelines. Director Howitt advised that Administration hired additional teaching staff to lower class sizes in the face to face learning model. Administration expects to be able to accommodate families who want to move from one learning model to another. However, if many families change their minds, schools would have to reorganize again, and students would likely have different teachers. Administration established three specific dates for families to change program of delivery. If schools can accommodate requests more frequently, they will. This means this year students will likely have multiple teachers throughout the year. Families moving into an area would be accommodated as per the normal process.

Director Howitt confirmed that schools cannot guarantee that students will not miss some curriculum when they change from one model of delivery to another. This is similar to changing schools mid year. Administration cannot guarantee the teacher will be in the same place as other teachers in the district. This information was made very clear to families and will be restated when they make the transition.

Superintendent Girardi confirmed that there was a significant movement of staff over the last week to staff the virtual schools. Administration worked closely with the union partners to move staff quickly and successfully. Teaching staff had to wait until late last week to find out where they were teaching. It was the same for support workers and many custodial staff. Families of elementary students

were to get a personal phone call from the school. Secondary schools are emailing timetables to students.

Director Howitt confirmed that the federal government is providing \$700M to Ontario, \$350,000 in the first payment, for all school boards. The LKDSB is 30 to 35 teaching staff above complement using the additional funding. Superintendent McKay explained the funding sources. The additional dollars from the province to cover PPE expenses, teaching positions, etc. have been applied to the budget. The LKDSB already pulled \$2.5M from reserves for capital projects. Administration will reallocate these funds for COVID-19 expenses. Administration may have to use an additional 1 % of reserves to balance the budget during revised estimates. Superintendent McKay will bring the revised estimates budget to Trustees at the end of November. He commented on the loss of revenue due to families deciding to home school their children.

Director Howitt explained that students enrolled in the Learn at Home virtual schools are funded by the government. Support staff and social workers are assigned to the virtual schools to support the student. Students being home schooled are not enrolled with the LKDSB and families provide the curriculum and supervision. The LKDSB does not receive government funding for home schooled students. If they enroll in a LKDSB school before the October 31 count date, the LKDSB would receive funding to educate them.

Director Howitt confirmed that in the virtual school locations, there are 4 to 6 staff in classrooms depending on size of the room. Social distancing is maintained, and noise level is a consideration as well. Staff are being accommodated. Superintendent Girardi explained that Administration asked for volunteers to work in the virtual schools to give people who were concerned about their health or the health of a loved one the opportunity to work in a virtual location to manage their concerns to a degree. Administration worked with their union partners to accommodate the majority of staff. He confirmed that the expectation is for staff to report to work if possible.

Director Howitt confirmed that home school children could enrol in a LKDSB school at any time, not just on the established dates. Administration would try to accommodate them as quickly as possible. He noted that it is a challenge every year regarding funding for students enrolling in a LKDSB school after the October 31 count date.

Director Howitt confirmed that class sizes are a little higher in the virtual schools. The district wide class size averages are all under the regulations required by the province. The district wide FDK is 21.79, face to face FDK is 20 and virtual FDK is closer to 30. Grade 1 to 3 face to face is 18.53 and virtual is 19.9. Junior/intermediate face to face is 23.6 and virtual is near 30.

Director Howitt confirmed that every family in the virtual school model can expect to be contacted before September 14. Classes are still being set and the class lists still being developed.

New Business

On behalf of the Board, Chair Bryce expressed sincere gratitude to Director Howitt and the Senior Team for their hard work preparing for the district wide reopening for a safe and successful return to school. She thanked Director Howitt for the efforts to keep Trustees informed of Ministry changes. Trustees also recognized the work of the unions and all staff who have helped the LKDSB be successful for the students.

Notice of Motion

Director Howitt served Notice of Motion
“That the Board approve the following changes to the LKDSB Procedural By-Laws.”

SECTION 1 INTERPRETATION

1.01 "Vacancy" in a seat of the Board occurs:

a) When the resignation of a Trustee is accepted by the majority of Trustees present at a meeting at which the resignation is presented except that a Trustee may not resign if **his/her their** resignation will reduce the number of Trustees to less than a quorum; or

b) When a Trustee ceases to hold the qualifications required for election as a Trustee of the Board if **his/her their** becomes disqualified pursuant to the provisions of the Education Act.

"Vacancy" in the position of Chair or Vice-Chair occurs if the incumbent has **his/her their** resignation from the position accepted by a majority of the Trustees present at a meeting at which the resignation is presented.

SECTION 2 THE ANNUAL ORGANIZATION MEETING OF THE BOARD

2.2 The annual Organization Meeting shall be held at 7:00 p.m. on the first Tuesday of December in the Board Room in the office of the Board. On the petition of a majority of the Trustees who will comprise the Board, the Director, or **his/her their** designate, shall arrange for the calling of the Annual Organization Meeting at some other specified time and date provided that the date is not later than the seventh of December.

2.7 For the purpose of counting ballots and reporting the results to the Chair for public announcements, two Trustees and the Director of Education or **his/her their** designate shall be appointed by Board resolution.

2.8 The Trustee elected Chair shall hold office during the year (December to November inclusive) and until **his/her their** successor is elected.

SECTION 3 REGULAR AND SPECIAL MEETINGS OF THE BOARD

3.6 Notice of all Board Meetings shall be delivered **electronically** to each member at **his/her their** designated **LKDSB email** address at least forty-eight hours prior to the time for the said meeting provided, however, that the Chair, or in **his/her their** absence, the Vice-Chair may, at direction, call any meeting of the Board on less than forty-eight hours notice, but in no event less than six hours, given to each member **via their designated LKDSB email address at the place of residence or place of business of each member**, by telephone, **fax**, in person or other similar means where the Chair or Vice-Chair in **his/her their** opinion, deems such meeting to be necessary or expedient.

3.7 All communications or other documents intended for consideration by the Board must be in the hands of the Secretary of the Board not later than 4:00 p.m. on the day previous to the meeting (or earlier, if specifically stated). It shall be left to the discretion of the Chair of the Board and the Secretary of the Board to present or to hold over documents coming to the Board Office after the hour specified, unless such documents or communications shall have reference to some matter which may arise during said meeting, or which may be required by some member, having knowledge of such communication. This does not pertain to delegations or presentations.

All correspondence addressed to the Chair of the Board or the Director of Education and Secretary of the Board, requiring Board action will be placed on the Board Agenda. Other correspondence addressed to the individuals named above or all Trustees, will be placed on the Board Agenda or re-directed to the appropriate Board or Administrative Committee, at the discretion of the Chair of the Board or the Director of Education. **An electronic folder of all correspondence received will be maintained for Trustees to access all correspondence and to inquire about a specific letter.**

3.16
Posing
Questions at
Meetings

In addition to the foregoing, persons or groups may pose questions to the Board in accordance with the following procedure:

- a) the questioner shall submit the question either orally or in writing to the Chair of the Board;
- b) the Chair or ~~his/her~~ **their** designate shall answer the question if the information is immediately available or send a written reply following the meeting; and
- c) the questioner may ask a follow-up question for clarification.

3.18
Presentations

An employee or employee group may make a presentation to the Board relating to a specific issue, matters of general interest to the Education system and matters of information to Trustees. Individuals or employee groups requesting permission to appear and speak before the Board or a Committee of the Board must submit their request and their materials in writing to the Secretary of the Board at least ~~four~~ **seven** working days prior to the meeting.

SECTION 4 ORDER OF BUSINESS FOR MEETINGS

REGULAR BOARD MEETING PUBLIC SESSION	BOARD MEETINGS (PRIVATE SESSION)	ORGANIZATION BOARD MEETING
1.Call to Order	Call to Order	Call to Order (student performance)
2.Approval of the Agenda Traditional Territorial Acknowledgement	Approval of the Agenda Traditional Territorial Acknowledgement	
3.Declaration of Conflict of Interest	Declaration of Conflict of Interest	Appointment of Scrutineers
4.Approval of the Minutes	Approval of the Minutes	Election of Chairperson
5.Business Arising from the Minutes	Business Arising from the Minutes	Election of Vice-Chairperson
6.Actions of the of the Committee of the Whole Private Session		Election of Delegate and Alternate to OPSBA
7.Presentations, Delegations (10 minutes per presentation) and Public Questions	Presentations, Delegations (10 minutes per presentation)	Striking Committee retires to Select Composition of Board Committees
8.Reports for Action:	Reports for Action	Report of Striking Committee

Board Committees Director Trustees Superintendents	Board Committees Director Trustees Superintendent	
9.Reports for Information Board Committees Director Trustees Superintendents	Reports for Information Board Committees Director Trustees Superintendents	Motion to Destroy Ballots
10.Correspondence	Correspondence	Appointment of Signing Officers of the Board
11.New Business & Highlights	New Business	Appointment of Legal Counsel for the Board
12.Trustee Questions Period	Trustee Questions Period	Adjournment
13.Norices of Motion And Future Agenda Items	Notice of Motion And Future Agenda Items	
14.Announcements	Announcements	
15.Adjournment	Adjournment	

SECTION 6 RULES OF GOVERNANCE

- 6.1
Desire to Speak
When a member desires to speak to any question, the member shall address the Chair, confining **him/herself** **themselves** to the subject under debate.
- 6.5
Speaking Once on the Same Question
No member shall speak more than once on the same question or motion without permission of the Chair, except in explanation of a material part of **his/her** **their** previous remarks, which may have been misunderstood, and without the introduction of new matter. The mover of a motion, however, may reply to discussion, before the vote is taken.
- 6.8
Conduct of the Chair
During Regular Board Meetings the Chair shall not take part in any discussion unless he/she first leaves the chair and appoints someone to take **his/her** **their** place until the question is decided. Should the Chair refuse to put any motion or any appeal from **his/her** **their** ruling to the vote of the Board, the member making such motion or appeal may put the same to vote.
- 6.9
Question to be read out
Any member may request the question or motion in discussion to be read for **his/her** **their** information at any time during the debate, but not so as to interrupt a member speaking.

SECTION 7 RULES OF ORDER

- 7.12
Separate Votes
When any question under consideration contains several distinct propositions, a separate vote shall be taken on each proposition, under the request of any member **before the question is called**.
- 7.20
Recorded Vote
The yeas and nays shall not be recorded on any question unless requested by a Trustee and such request shall be made before the Chair calls upon the members to vote. In such cases, each member present and voting shall record their vote on a ballot. The Director of Education shall collect the ballots. The Chair of the Board shall read out the votes of the individual Trustees and the Director of

Education shall record the same. **Student Trustees may cast non-binding votes.** It shall be the duty of the Director of Education to record the same in the Minutes.

7.24
Student
Trustees

The Board approves annually the appointment of three Student Trustees, for the August 1 to July 31 term. One student will represent a public secondary school from Sarnia-Lambton, one will represent a public secondary school from Chatham-Kent, and one will represent Indigenous students **of the LKDSB**. The Students will attend all public Board Meetings. The Student Trustees may participate in all Board deliberations and provide input except on matters involving individual staff or student issues or those which create a conflict of interest. **Student Trustees may not make a motion. Student Trustees may cast non-binding votes on a motion.**

SECTION 8 LEGISLATIVE/STATUTORY, PERMANENT AND AD HOC COMMITTEES

8.1

Permanent Committees of the Board do not meet at regular times and are not necessarily composed of the entire membership of the Board. There shall be the following Permanent Committees of the Board:

- a) Striking Committee
- b) Grievance Committee (acts on behalf of the Board)
- c) Indigenous Liaison Committee
- d) Student Suspension Appeal/Expulsion Committee (acts on behalf of the Board)
- e) Negotiations Committee
- f) Surplus Sites Committee (acts on behalf of the Board in accordance with Parameters established by the Board)
- g) Secondary Student Art
- h) Student Senate
- i) Elementary Teacher/Board Communications Committee
- j) Board Agenda Review Committee
- k) ~~Audit Committee — Legislated~~
- l) Parent Involvement Committee (PIC)

8.2
Legislative
Committees

Legislative/Statutory Committees of the Board are struck in accordance with provincial legislation and meet as required by the Education Act on the call of the Chair of the committee. The composition of legislative committees is also set out in provincial legislation and regulations. There shall be **three** ~~two~~ Legislative Committees of the Board as follows:

- a) Special Education Advisory Committee (SEAC)
- b) Supervised Alternative Learning (SAL) (acts on behalf of the Board)
- c) **Audit Committee**

SECTION 10 ROLE OF TRUSTEES

10.3
Absence of
Board
Member

If a member **is absent absences—his/her**, without being authorized by Board motion entered into the Minutes, from the meetings of the Board for three consecutive meetings, **he/she they** vacate **his/her their** seat and the provisions of the Education Act under which the Board is established shall apply with respect to filling of the vacancy.

SECTION 11 SCHOOL BOARD MEMBER (TRUSTEE) CODE OF CONDUCT FOR THE LAMBTON KENT DISTRICT SCHOOL BOARD

11.3 Avoidance of Personal Advantage and Conflict of Interest

No Trustee shall accept a gift from any person or entity that he dealings with the Board if a reasonable person might conclude that the gift could influence the Trustee when performing **their** duties to the Board. However, this does not, for example, preclude a Trustee from accepting a free ticket or admission to a charitable event or professional development event as per Lambton Kent District School Board Hospitality policy and regulation R-BU-521.

A Trustee shall not use **their** office to advance the Trustee's interests or the interests of any family member or person or organization with whom or with which the Trustee is related or associated. Trustees are required to declare a conflict of interest at Board Meetings or Board Committee Meetings as per the Lambton Kent District School Board regulation on Conflict of Interest for Trustees, R-OP-446. No Trustee shall use ~~his or her~~ **their** office to obtain employment with the Board for the Trustee or a family member

11.4 Compliance with Legislation

A Trustee of the Board shall discharge **their** duties in accordance with the *Education Act* and any regulations, directives or guidelines thereunder and comply with the *Municipal Freedom of Information and Protection of Privacy Act*, and any other relevant legislation. Every Trustee of the Board shall uphold the letter and spirit of this Code of Conduct. Every Trustee shall respect and understand the roles and duties of the individual Trustees, Board of Trustees, the Director of Education and the Chair of the Board.

SECTION 12 ENFORCEMENT OF THE CODE OF CONDUCT

12.1 Identify a Breach of Code

A Trustee who has reasonable grounds to believe that a Trustee of the Board has breached the Board's Code of Conduct may bring the alleged breach to the attention of the Board. This is done through the Chair of the Board. Any allegation of a breach of Code must be brought to the attention of the Chair of the Board no later than six (6) weeks after the breach comes to the knowledge of the Trustee reporting the breach. Notwithstanding the foregoing, in no circumstances shall an inquiry into a breach of the Code be undertaken after the expiration of the six (6) months from the time the contravention is alleged to have occurred.

Any allegation of break of the Code of Conduct shall be investigated following the Informal or Formal Complaint Procedure below, as the case may be.

It is expected that whenever possible, allegations of a break of the Code of Conduct by a Trustee shall be investigated following the informal Complaint Procedure. It is recognized that from time to time a contravention of the Code may occur that is trivial, or committed through inadvertence, or an error of judgment made in good faith. In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a Trustee to a breach of the Code is to assist the Trustee in understanding ~~his/her~~ **their** obligations under the Code. Only serious and/or reoccurring breaches of the Code by a Trustee should be investigated following the Formal Complaint Procedure.

12.3
Informal
Complaint
Procedure

The Chair of the Board on **his/her their** own initiative, or at the request of a Trustee of the Board (without the necessity of providing a formal written complaint) who alleges a breach of the Code has occurred, may meet informally with a Trustee of the Board who is alleged to have breached the Code, to discuss the breach. The purpose of the meeting is to bring the allegation of the breach to the attention of the Trustee and to discuss remedial measures to correct the offending behaviour. The Informal Complaint Procedure is conducted in private.

The remedial measures may include, for example, a warning, an apology, and/or the requirement of the Trustee to engage in the successful completion of professional development training such as that offered by the Ontario Education Services Corporation *Professional Development Program for School Board Trustees*. If the Chair of the Board and the Trustee alleged to have breached this Code cannot agree on a remedy, then a formal complaint may be brought against the Trustee alleged to have breached this Code and that complaint will be dealt with in accordance with the Formal Complaint Procedure below.

12.6
Steps of
Formal Inquiry

If a formal inquiry of an allegation of a breach of the Code of Conduct is undertaken, it shall be done by the Chair and Vice-Chair of the Board, if appropriate, or any two of the Chair, Vice-Chair and the alternate Trustees, or an outside consultant chosen by the Chair and Vice-Chair. Regardless of who undertakes the formal inquiry the following steps shall be followed.

The *Statutory Powers Procedure Act* does not apply to anything done regarding the Enforcement of this Code of Conduct. No formal trial-type hearing will be conducted.

Procedural fairness shall govern the formal inquiry. The formal inquiry will be conducted in private.

The formal inquiry may involve both written and oral statements by any witnesses, the Trustee bringing the complaint and the Trustee who is alleged to have breached the Code of Conduct.

The Trustee who is alleged to have breached the Code of Conduct shall have an opportunity to respond to the allegations both in a private meeting with the person(s) undertaking the formal inquiry and in writing.

It is expected that the formal inquiry will be conducted within 90 calendar days of the receipt of the written response to the complaint. If a longer period of time is required to complete the inquiry, the reason for the extension shall be explained in the final report to the Board. The Trustee who is alleged to have breached the Code of Conduct shall provide a written response to the allegations within 10 days of receiving the written allegation, or such extended period of the time as the investigators deem appropriate in the circumstance.

If the Trustee who is alleged to have breached the Code of Conduct refuses to participate in the formal inquiry, the formal inquiry will continue in **his/her their** absence.

SECTION 15 PERFORMANCE APPRAISAL OF THE DIRECTOR OF
EDUCATION

15.2

The Report shall be organized on the achievement of the Board's Vision, Mission and ~~Strategic Priorities Belief Statements~~ and address the follow matters:

- a) the steps taken and success achieved in implementing Board policy and Strategic Plan;
- b) the steps taken and success achieved in implementing Ministry legislation, regulations and policy;
- c) the effect of Board policy and Ministry policy on the quality of education of the Board's students;
- d) matters raised in reply to the most recent Performance Appraisal Report of the Director;
- e) matters which should be addressed by the Board in the ensuing school year; and
- f) other matters which the Director believes should be brought to the attention of the Board.

15.3

The Director shall, prior to the submission of ~~his/her their~~ Performance Appraisal Report request the Board to identify other specific policies and issues that it wishes to be addressed in the Performance Appraisal Report.

SECTION 16 POLICY DEVELOPMENT, DIRECTION AND DIRECTOR'S
ANNUAL REPORT

16.1

The Board shall review and if necessary revise the Vision Statement, Mission Statement and ~~Strategic Priorities Belief Statements~~, in consultation with its staff and community at least once per Trustee term of office.

16.4

Each school shall develop a School Improvement Plan in accordance with the Board's Vision Statement, Mission Statement and ~~Strategic Priorities Statement of Beliefs, and Strategic Plan,~~ in consultation with the School Council and the Superintendent of Education responsible for the school.

Announcements

The next Regular Board Meeting will be held on Tuesday, September 22, 2020, at 7:00 p.m. at the Sarnia Education Centre.

Adjournment

There being no further business of the Board, Chair Bryce declared the Meeting adjourned at 8:06 p.m.

Chair of the Board

Director of Education and
Secretary of the Board

REGULAR BOARD, PUBLIC SESSION

REPORT TO BOARD

FROM: John Howitt, Director of Education

DATE: September 22, 2020

SUBJECT: Proposed LKDSB Procedural By-Law Changes

Section 20 of the LKDSB Procedure By-laws require the Board to review the By-laws at least every three years. A review has been conducted to incorporate the new LKDSB Strategic Priorities as well as conduct an overall review.

Changes are proposed to the Sections below to comply with the LKDSB new Strategic Priorities, gender inclusive language, reflect current practices of the LKDSB or legislation.

The proposed changes are in red. The rationale for the proposed change is in blue.

SECTION 1 INTERPRETATION

- 1.02 Vacancy” in a seat of the Board occurs: **gender inclusive language**
- c) When the resignation of a Trustee is accepted by the majority of Trustees present at a meeting at which the resignation is presented except that a Trustee may not resign if **his/her their** resignation will reduce the number of Trustees to less than a quorum; or
 - d) When a Trustee ceases to hold the qualifications required for election as a Trustee of the Board if **his/her their** becomes disqualified pursuant to the provisions of the Education Act.
- “Vacancy” in the position of Chair or Vice-Chair occurs if the incumbent has **his/her their** resignation from the position accepted by a majority of the Trustees present at a meeting at which the resignation is presented.

SECTION 2 THE ANNUAL ORGANIZATION MEETING OF THE BOARD

- 2.2 The annual Organization Meeting shall be held at 7:00 p.m. on the first Tuesday of December in the Board Room in the office of the Board. On the petition of a majority of the Trustees who will comprise the Board, the Director, or **his/her their** designate, shall arrange for the calling of the Annual Organization Meeting at some other specified time and date provided that the date is not later than the seventh of December.
- 2.7 Scrutineers For the purpose of counting ballots and reporting the results to the Chair for public announcements, two Trustees and the Director of Education or **his/her their** designate shall be appointed by Board resolution.
- 2.8 Term of Office for Chair The Trustee elected Chair shall hold office during the year (December to November inclusive) and until **his/her their** successor is elected.

3. Declaration of Conflict of Interest	Declaration of Conflict of Interest	3. Appointment of Scrutineers
4. Approval of the Minutes	Approval of the Minutes	4. Election of Chairperson
5. Business Arising from the Minutes	Business Arising from the Minutes	5. Election of Vice-Chairperson
6. Actions of the Committee of the Whole Private Session		6. Election of Delegate and Alternate to OPSBA
7. Presentations, Delegations (10 minutes per presentation) and Public Questions	Presentations, Delegations (10 minutes per presentation)	7. Striking Committee Retires to Select Composition of Board Committees (performance)
8. Reports for Action: Board Committees Director Trustees Superintendents	Reports for Action: Board Committees Director Trustees Superintendents	8. Report of Striking Committee
9. Reports for Information: Board Committees Director Trustees Superintendents	Reports for Information: Board Committees Director Trustees Superintendents	9. Motion to destroy ballots
10. Correspondence	Correspondence	10. Appointment of Signing Officers of the Board
11. New Business & Highlights	New Business	11. Appointment of Legal Counsel for the Board
12. Trustee Questions Period	Trustee Questions Period	
13. Notices of Motion and Future Agenda Items	Notices of Motion and Future Agenda Items	
14. Announcements	Announcements	
15. Adjournment	Adjournment	12. Adjournment

SECTION 6 RULES OF GOVERNANCE **gender inclusive language**

- 6.1
Desire to Speak
6.5
Speaking Once on the Same Question
6.8
Conduct of the Chair
6.9
Question to be read out
- When a member desires to speak to any question, the member shall address the Chair, confining **him/herself** **themselves** to the subject under debate.
- No member shall speak more than once on the same question or motion without permission of the Chair, except in explanation of a material part of **his/her** **their** previous remarks, which may have been misunderstood, and without the introduction of new matter. The mover of a motion, however, may reply to discussion, before the vote is taken.
- During Regular Board Meetings the Chair shall not take part in any discussion unless he/she first leaves the chair and appoints someone to take **his/her** **their** place until the question is decided. Should the Chair refuse to put any motion or any appeal from **his/her** **their** ruling to the vote of the Board, the member making such motion or appeal may put the same to vote.
- Any member may request the question or motion in discussion to be read for **his/her** **their** information at any time during the debate, but not so as to interrupt a member speaking.

SECTION 7 RULES OF ORDER**Reflect current practices of the LKDSB**

- 7.12 Separate Votes When any question under consideration contains several distinct propositions, a separate vote shall be taken on each proposition, under the request of any member **before the question is called.**
- 7.20 Recorded Vote The yeas and nays shall not be recorded on any question unless requested by a Trustee and such request shall be made before the Chair calls upon the members to vote. In such cases, each member present and voting shall record their vote on a ballot. The Director of Education shall collect the ballots. The Chair of the Board shall read out the votes of the individual Trustees and the Director of Education shall record the same. **Student Trustees may cast non-binding votes.** It shall be the duty of the Director of Education to record the same in the Minutes.
- 7.24 Student Trustees The Board approves annually the appointment of three Student Trustees, for the August 1 to July 31 term. One student will represent a public secondary school from Sarnia-Lambton, one will represent a public secondary school from Chatham-Kent and one will represent Indigenous students **of the LKDSB.** The Students will attend all public Board Meetings. The Student Trustees may participate in all Board deliberations and provide input except on matters involving individual staff or student issues or those which create a conflict of interest. **Student Trustees may not make a motion. Student Trustees may cast non-binding votes on a motion.**

SECTION 8 LEGISLATIVE/STATUTORY, PERMANENT AND AD HOC COMMITTEES

- 8.1 Permanent Committees of the Board do not meet at regular times and are not necessarily composed of the entire membership of the Board. There shall be the following Permanent Committees of the Board:
- a) Striking Committee
 - b) Grievance Committee (acts on behalf of the Board)
 - c) Indigenous Liaison Committee
 - d) Student Suspension Appeal/Expulsion Committee (acts on behalf of the Board)
 - e) Negotiations Committee
 - f) Surplus Sites Committee (acts on behalf of the Board in accordance with Parameters established by the Board)
 - g) Secondary Student Art
 - h) Student Senate
 - i) Elementary Teacher/Board Communications Committee
 - j) Board Agenda Review Committee
 - k) **Audit Committee—Legislated—legislation**
 - l) Parent Involvement Committee (PIC)
- 8.2 Legislative Committees Legislative/Statutory Committees of the Board are struck in accordance with provincial legislation and meet as required by the Education Act on the call of the Chair of the committee. The composition of legislative committees is also set out in provincial legislation and regulations. There shall be **three two** Legislative Committees of the Board as follows:
- a) Special Education Advisory Committee (SEAC)
 - b) Supervised Alternative Learning (SAL) (acts on behalf of the Board)
 - c) **Audit Committee legislation**

SECTION 10 ROLE OF TRUSTEES gender inclusive language

- 10.3 Absence of Board Member If a member **is absent absences his/her**, without being authorized by Board motion entered into the Minutes, from the meetings of the Board for three consecutive meetings, **he/she they** vacate **his/her their** seat and the provisions of the Education Act under which the Board is established shall apply with respect to filling of the vacancy.

SECTION 11 SCHOOL BOARD MEMBER (TRUSTEE) CODE OF CONDUCT FOR THE LAMBTON KENT DISTRICT SCHOOL BOARD **gender inclusive language**

11.3
Avoidance of Personal Advantage and Conflict of Interest

No Trustee shall accept a gift from any person or entity that has dealings with the Board if a reasonable person might conclude that the gift could influence the Trustee when performing **their** duties to the Board. However, this does not, for example, preclude a Trustee from accepting a free ticket or admission to a charitable event or professional development event as per Lambton Kent District School Board Hospitality policy and regulation R-BU-521.

A Trustee shall not use **their** office to advance the Trustee's interests or the interests of any family member or person or organization with whom or with which the Trustee is related or associated. Trustees are required to declare a conflict of interest at Board Meetings or Board Committee Meetings as per the Lambton Kent District School Board regulation on Conflict of Interest for Trustees, R-OP-446. No Trustee shall use ~~his or her~~ **their** office to obtain employment with the Board for the Trustee or a family member

11.4
Compliance with Legislation

A Trustee of the Board shall discharge **their** duties in accordance with the *Education Act* and any regulations, directives or guidelines thereunder and comply with the *Municipal Freedom of Information and Protection of Privacy Act*, and any other relevant legislation. Every Trustee of the Board shall uphold the letter and spirit of this Code of Conduct. Every Trustee shall respect and understand the roles and duties of the individual Trustees, Board of Trustees, the Director of Education and the Chair of the Board.

SECTION 12 ENFORCEMENT OF THE CODE OF CONDUCT **gender inclusive language**

12.1
Identify a Breach of Code

A Trustee who has reasonable grounds to believe that a Trustee of the Board has breached the Board's Code of Conduct may bring the alleged breach to the attention of the Board. This is done through the Chair of the Board.

Any allegation of a breach of Code must be brought to the attention of the Chair of the Board no later than six (6) weeks after the breach comes to the knowledge of the Trustee reporting the breach. Notwithstanding the foregoing, in no circumstances shall an inquiry into a breach of the Code be undertaken after the expiration of the six (6) months from the time the contravention is alleged to have occurred.

Any allegation of break of the Code of Conduct shall be investigated following the Informal or Formal Complaint Procedure below, as the case may be.

It is expected that whenever possible, allegations of a break of the Code of Conduct by a Trustee shall be investigated following the informal Complaint Procedure. It is recognized that from time to time a contravention of the Code may occur that is trivial, or committed through inadvertence, or an error of judgment made in good faith. In the spirit of collegiality and the best interests of the Board, the first purpose of alerting a Trustee to a breach of the Code is to assist the Trustee in understanding ~~his/her~~ **their** obligations under the Code. Only serious and/or reoccurring breaches of the Code by a Trustee should be investigated following the Formal Complaint Procedure.

12.3
Informal Complaint Procedure

The Chair of the Board on ~~his/her~~ **their** own initiative, or at the request of a Trustee of the Board (without the necessity of providing a formal written complaint) who alleges a breach of the Code has occurred, may meet informally with a Trustee of the Board who is alleged to have breached the Code, to discuss the breach. The purpose of the meeting is to bring the allegation of the breach to the attention of the Trustee and to discuss remedial measures to correct the offending behaviour. The Informal Complaint Procedure is conducted in private.

The remedial measures may include, for example, a warning, an apology, and/or the requirement of the Trustee to engage in the successful completion of professional development training such as that offered by the Ontario Education Services Corporation *Professional Development Program for School Board Trustees*. If the Chair of the Board and the Trustee alleged to have breached this Code cannot agree on a remedy, then a formal complaint may be brought against the Trustee alleged to have breached this Code and that complaint will be dealt with in accordance with the Formal Complaint Procedure below.

12.6
Steps of
Formal Inquiry

If a formal inquiry of an allegation of a breach of the Code of Conduct is undertaken, it shall be done by the Chair and Vice-Chair of the Board, if appropriate, or any two of the Chair, Vice-Chair and the alternate Trustees, or an outside consultant chosen by the Chair and Vice-Chair.

Regardless of who undertakes the formal inquiry the following steps shall be followed.

The Statutory Powers Procedure Act does not apply to anything done regarding the Enforcement of this Code of Conduct. No formal trial-type hearing will be conducted.

Procedural fairness shall govern the formal inquiry. The formal inquiry will be conducted in private.

The formal inquiry may involve both written and oral statements by any witnesses, the Trustee bringing the complaint and the Trustee who is alleged to have breached the Code of Conduct.

The Trustee who is alleged to have breached the Code of Conduct shall have an opportunity to respond to the allegations both in a private meeting with the person(s) undertaking the formal inquiry and in writing.

It is expected that the formal inquiry will be conducted within 90 calendar days of the receipt of the written response to the complaint. If a longer period of time is required to complete the inquiry, the reason for the extension shall be explained in the final report to the Board. The Trustee who is alleged to have breached the Code of Conduct shall provide a written response to the allegations within 10 days of receiving the written allegation, or such extended period of the time as the investigators deem appropriate in the circumstance.

If the Trustee who is alleged to have breached the Code of Conduct refuses to participate in the formal inquiry, the formal inquiry will continue in **his/her their** absence.

SECTION 15 PERFORMANCE APPRAISAL OF THE DIRECTOR OF EDUCATION Strategic Priorities

15.2

The Report shall be organized on the achievement of the Board's Vision, Mission and **Strategic Priorities Belief Statements** and address the follow matters:

- a) the steps taken and success achieved in implementing Board policy and Strategic Plan;
- b) the steps taken and success achieved in implementing Ministry legislation, regulations and policy;
- c) the effect of Board policy and Ministry policy on the quality of education of the Board's students;
- d) matters raised in reply to the most recent Performance Appraisal Report of the Director;
- e) matters which should be addressed by the Board in the ensuing school year; and
- f) other matters which the Director believes should be brought to the attention of the Board.

15.3

The Director shall, prior to the submission of **his/her their** Performance Appraisal Report request the Board to identify other specific policies and issues that it wishes to be addressed in the Performance Appraisal Report. **gender inclusive language**

SECTION 16 POLICY DEVELOPMENT, DIRECTION AND DIRECTOR'S ANNUAL REPORT

16.1

The Board shall review and if necessary revise the Vision Statement, Mission Statement and **Strategic Priorities Belief Statements**, in consultation with its staff and community at least once per Trustee term of office. **Strategic Priorities**

16.4

Each school shall develop a School Improvement Plan in accordance with the Board's Vision Statement, Mission Statement and **Strategic Priorities Statement of Beliefs, and Strategic Plan**, in consultation with the School Council and the Superintendent of Education responsible for the school. **Strategic Priorities**

Recommendation:

“That the Board approve the revisions to the Section 1. a) b), Section 2.2, 2.7, 2.8, Section 3.6, 3.7, 3.16, 3.18, Section 4, Section 6.1, 6.5, 6.8, 6.9, Section 7.12, 7.20, 7.24, Section 8.1, 8.2, Section 10.3, Section 11.3, 11.4, Section 12.1, 12.3, 12.6, Section 15.2, 15.3, Section 16.1, 16.4 of the LKDSB Procedural By-laws.”

REGULAR BOARD, PUBLIC SESSION

REPORT NO: B-20-88

Report to Board

From: Jane Bryce, Chair of the Board/John Howitt, Director of Education

Date: September 22, 2020

Subject: Staff and Volunteer Appreciation Day 2020

The Lambton Kent District School Board is very proud of its staff and is certainly aware of the important role they play in the development of children. Staff are very dedicated and caring individuals striving to improve student achievement for the betterment of society.

At the 44th Session of the International Conference on Education, the United Nations agency declared October 5th as World Teachers' Day. The LKDSB has chosen to expand the focus and celebrate Staff and Volunteer Appreciation Day on October 5 to acknowledge the contributions of all employees. These are especially appreciated during a pandemic when needs are greater and resources, particularly time, are stretched thinner.

The Lambton Kent District School Board truly appreciates everything staff and volunteers do to enhance learning opportunities for our students.

RECOMMENDATION:

“That the Lambton Kent District School Board observe Staff and Volunteer Appreciation Day on October 5, 2020.”

FROM: John Howitt, Director of Education

DATE: September 22, 2020

SUBJECT: LKDSB Reopening Our Schools Plan Update

Staff Professional Learning – 2020/21 Reopening Support

In preparation for the safe reopening of schools, staff participated in various professional development activities.

Health and Safety

All staff, including occasional staff, were required to complete the Return to Work Health & Safety Training Modules.

Mental Health

To support the Ministry of Education's direction to provide professional learning that enhances educators' knowledge and skills, all Lambton Kent District School Board employees participated in a mandatory session to learn more about Mental Health. In particular, staff learned how to understand the difference between mental health and mental illness—two concepts often and mistakenly used interchangeably. Professional Resources from School Mental Health Ontario (SMHO) were explored, and links to the LKDSB resource website were shared. One of the key messages shared with staff is that school communities are an excellent place to promote mental health, notice concerns early, offer services, and provide ongoing support. All LKDSB staff can provide Tier 1 - Good for All universal supports and be a caring adult to support students.

School Multi-Disciplinary Teams (MDTs) led their school teams through a professional learning workshop to discuss schools and school staff's role in supporting student mental health during the return to school. A learning video prepared by the LKDSB Trauma Team encouraged staff to consider how we can collectively be trauma-informed and aware. School teams designed a plan of action with consideration of the following:

- being a caring and supportive adult;
- welcoming students and families;
- including students through engagement and a sense of belonging;
- understanding mental health and wellness;
- promoting social-emotional and mental health learning; and
- establishing partnerships between the home, school, and community partners.

This work continues the conversation we began last year to support our goals related to our LKDSB Climate Survey. Our MDTs will continue this dialogue and planning throughout the 2020-2021 school year.

Equity and Inclusive Education

LKDSB provided Professional Development opportunities for all staff throughout the spring and summer as well as the first two weeks of September. This PD has included:

Equity in Action – Facilitators: Helen Lane, Heather Hughes, and Candice Fung.

Equity and Inclusive Education(cont'd)

There were 104 voluntary participants during the months of May and June. This PD, through Google Classroom and Zoom, focused on anti-oppression vocabulary, knowledge and strategies to recognize, combat and prevent harm through oppressive systems. The general response included a desire for more learning about Equity and Inclusion.

Book Study – *So You Want to Talk About Race* -- Facilitator: Candice Fung. This professional development ran in June and for 3 weeks in August in Google Classroom and Google Meet. 73 people participated in this group that focused on anti-racism vocabulary, understanding and skills to recognize and combat anti-Black racism. The general response was acknowledgement of the need for more learning in this area.

The Ministry Professional Learning Power Point – Introduction to Human Rights and Equity in Education: Anti-Racism and Anti-Discrimination – Facilitators: Helen Lane and Candice Fung. Power Point sent out to administrators on Monday, August 31, 2020. Audience: All elementary and secondary school staff members. Opportunities will be provided for all employees in Fall 2020.

Principal Support Sessions for Delivering Human Rights and Equity in Education: Anti-Racism and Anti-Discrimination — Facilitators: Helen Lane and Candice Fung. Sessions were held on Tuesday, September 1, 2020, (71 participants), Wednesday, September 2, 2020, (32 participants), and Tuesday, September 08, 2020, (51 participants). Principals attended this Professional Development through Microsoft Teams to gain support with language and understanding of responsibilities and to have any questions about the Ministry's content regarding human rights, anti-racism and anti-discrimination content answered.

Elementary Professional Learning Program– 2020/21 Reopening Support

During the week of August 24, the Elementary Program Department hosted #LKLaunch20, an online professional learning conference. Sessions included:

- 4 Math Learning Sessions with Jo Boaler (Stanford University), Chris Suurtaam (University of Ottawa), Heather Wark (Lakehead University), Graham Fletcher (gfletchy.com)
- Indigenous learning with Bob Joseph, Author of 21 Things You Don't Know About The Indian Act
- Discussion about Race with Ijeoma Oluo, Author of *So You Want To Talk About Race*
- Well-being learning with Laurie Santos (Yale University)
- Online teaching session with Dave Cormier (University of Windsor)
- Self Regulation and Re-Entering School with Stuart Shanker (York University)
- French Instruction with Katy Arnett (St. Mary's College of Maryland)
- Local LKDSB program department member leading sessions about video conferencing, and online tools.

Over 600 participants attended multiple sessions.

During the PA Days, Elementary Program Department led the learning on Thursday, September 3. The day focused on:

- John Hattie, an international expert on improving student learning, was shared via live video stream to each school from his location in Melbourne, Australia
- Elementary Math Curriculum Revisions learning were led through centrally prepared activities and presentation by their principal
- Remote learning tools via on-demand video sessions.

Secondary Professional Learning – 2020/21 Reopening Support

- Summer 2020: ***Understanding Cultural Appropriation Curriculum Development Project.***
 Secondary Program and Indigenous Education worked throughout the summer to develop a curriculum resource called *Understanding Cultural Appropriation*. This comprehensive Indigenous Studies unit was developed to help teachers and students understand what cultural appropriation is and the impacts that it has on Indigenous people. The resource is in the final stages of development. A final review of the unit of study will take place and it will then be rolled out to firstly to Secondary Indigenous Studies teachers as well, followed by other secondary teachers.
- August 12 & 19: **Secondary Program *White Fragility* book study**
 Participants: Secondary Program Team
- August 26: **Katie White Assessment and Evaluation full-day Workshop**
 ‘Assessment that Powers Learning (In Any Context)’
 Participants: Secondary Program Team, Secondary CLs and teachers
- August 27: **ASPEN How To - TEAMS Workshop**
 Participants: Guidance CL’s
 Facilitator / Trainer: Nicole Beuckelare
- September 2: **LKDSB COVID-19 Staff Health & Safety Training**
 Participants: Secondary Teachers
 Facilitator: Secondary Program and IT
- September 3: **ASPEN Markbook and Attendance Modules System Training**
 Participants: Secondary Teachers
 Facilitator: Secondary Program and IT
 Trainer: Fujitsu Staff Trainers
 (Recording Posted to Secondary Program Portal)
On-Demand Learning – See Previously-held webinars below
 Participants: Secondary Teachers
 Facilitator: Self-directed
- September 4: **Introduction to Human rights and Equity in Education: Anti-Racism and Anti-Discrimination**
 Participants: Secondary Teachers
 Facilitator: Secondary Administrators
- Sept 8, 9, 11: **Secondary Program Live On-Line and Remote Learning Teacher Support**
 (11:00 – 12:00). Support for Aspen, Brightspace, G Suite or any other digital resource to support on-line and remote learning.
- September 10: **eLearning Teacher Support Meeting**
 Participants: Secondary eLearning Teachers
 Facilitator: Carey Eldridge
- September 10: **ASPEN Markbook School Leads Training**
 Participants: Secondary Site Based Leads
 Facilitator / Trainer: Trevor Martin
 (Recording Posted to Secondary Program Portal)

Previously Held Webinars (Recordings available on Secondary Program Staff Portal)

- Support Student Learning with Read & Write for Google
- Continuing to Support Learning from Home with Brightspace
- Continuing to Support Learning from Home with Google Classroom & Meet
- Assessment in Brightspace
- Assessment in Google Classroom
- Recording Lessons for Students to View On Demand
- Host a Live Lesson with Google Meet
- Teaching from Home with Brightspace
- Teaching from Home with Google Classroom
- Getting Started with Online Learning Environments... Brightspace vs Google Classroom
- Getting Started with Brightspace for Secondary Educators | Adam Cichorzewski (D2L)
- An Introduction to Delivering Learning Online for Secondary Educators | Heather Ryan (D2L)
- An Introduction to Assessment in Brightspace for Secondary Educators | Valerie Howe (D2L)
- Providing Rich and Descriptive Feedback in Brightspace for Secondary Educators | Jessica Schuessler (D2L)
- Understanding the Treaty History of Canada: The Perspectives You Didn't Learn | Denise Helmer-Johnston (LKDSB)

Ministry of Education Tools

The provincial government has released a COVID-19 school screening daily assessment tool, which is available here: <https://covid-19.ontario.ca/school-screening/>.

All students (or parents/guardians on behalf of students), staff and visitors must complete the screening daily before attending a Lambton Kent District School Board school or facility.

School boards are required to report COVID-19 related absences to the Ministry of Education daily. The provincial results can be found at <https://www.ontario.ca/page/covid-19-cases-schools-and-child-care-centres#section-0>