

PRESENT:

Trustees: Chair Randy Campbell, Vice-Chair Derek Robertson, joining virtually, Greg Agar, Janet Barnes, Jane Bryce, Ruth Ann Dodman, Dave Douglas, Jack Fletcher, Malinda Little, and Lareina Rising

Student Trustees: Brianne Machan and Kate Martin, joining virtually

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 Public Relations Officer Heather Hughes

Regrets: Trustee Scott McKinlay, Student Trustee Taryn Jacobs, and Superintendent Mark Sherman

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

Call to Order: Chair Campbell called the meeting to order at 7:00 p.m.

#2022-41 Moved by Jane Bryce, seconded by Malinda Little,

Approval of the Agenda

“That the Agenda for the Regular Board Meeting of March 29, 2022 be approved.”

CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgement.

Declaration of Conflict of Interest None

#2022-42 Moved by Greg Agar, seconded by Ruth Ann Dodman,

Approval of the Minutes

Feb/22/2022

“That the Board approve the Minutes of the Regular Board Meeting of February 22, 2022.”

It was requested that Trustee questions and the name of the Trustee asking the question be captured in the minutes.

CARRIED.

Business Arising None

Motions Emanating from the Regular Board Private Session None

#2022-43 Moved by Derek Robertson, seconded by Jack Fletcher,

Action of the Regular Board Private Session be the Action of the Board

“That the Action of the Board in Private Session be the Action of the Board.”

CARRIED.

Delegations None

Questions from the Public Chair Campbell recited LKDSB Procedural By-laws Section 3.16 Posing Questions at Meetings.

Jennifer Kumpf, President OSSTF District 10, addressed the Board from the gallery with the following question:

AMSS is a cornerstone of the Sarnia community with many established community partnerships and whose students engage in highly specialized programming and training provided by OSSTF members on the pathway to graduation. Trustees have been informed this year about a variety of successes in the broad range of programming offered at the school, through presentations at the board meetings and through highlights in Director's reports and Snapshots of Excellence. Unfortunately, the AMSS school community has the potential to be significantly impacted by the elimination of the Applied level stream for the 2022-2023 school year, with considerably fewer Grade 9 students being enrolled at the school for September. As you have heard directly from me earlier this year, OSSTF supports fully funded and fully resourced de-streaming initiatives and recognizes the opportunity for intentional implementation to have positive outcomes for students. With that in mind, we have concerns about removing de-streamed opportunities for potential AMSS students.

To the Trustees who represent communities in the Sarnia-Lambton area—Are you able to confirm that the full introduction of de-streaming and subsequent elimination of the Applied level classes for Grade 9 students in the upcoming school year will not negatively impact specialized student programming at AMSS, in the short- and long-term?

Director Howitt responded that the LKDSB is following the direction of the Ministry of Education, and it supports de-streaming as its full intent is to support as many students as possible in being successful in programming. All LKDSB secondary schools, including Alexander Mackenzie Secondary School, are following the Ministry directions, and Grade 9 Applied will no longer be a course option for specific subjects as it is now either de-streamed, open, or academic. Director Howitt acknowledged that there is slight confusion about the de-streaming initiative. For example, academic courses in Grades 10, 11, 12, while some will remain in some programs, some academic level courses have never been offered at AMSS. Therefore, if students started at AMSS, they couldn't continue in the academic stream in Grade 10. He explained that student enrolment drives programming in schools and will shift from time to time based on what programs are available. He added that students are seeing more program availability at their home school without having to attend a different school. He noted that the welding program at Chatham Kent Secondary School, a program Alexander Mackenzie Secondary School is celebrated for, will be highlighted at the next board meeting.

#2022-44
Trustee Determination and
Distribution
Report B-22-30

Director Howitt reported that the Trustee Determination and Distribution Report shows there are no changes necessary to the number of Trustees for the Municipal election. The information contained in the report will be sent to the Ministry of Education and Municipal Clerks by April 3, 2022 in order to prepare for the election.

Moved by Greg Agar, seconded by Jack Fletcher,

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

CARRIED.

#2022-45

Moved by Jane Bryce, seconded by Derek Robertson,

Trustee Determination and Distribution
Report B-22-30

“That the Board approve the Final Report on the Determination and Distribution of School Board Member Positions for the 2022 Regular Election.”

CARRIED.

#2022-46
Policy and Regulations on Expense Reimbursement for Staff, Trustees and Student Trustees
Report B-22-31

Superintendent McKay reported that the review of the Policy and Regulations on Expense Reimbursement for Staff, Trustees and Student Trustees was part of the LKDSB cyclical review and that there were no changes recommended for the policy. He highlighted that in the regulations the meal expenses were amended to be in line with the Canada Revenue Agency meal allowance rates for Ontario, which is in line with what many other boards have done. Other items of note in the Regulations are that the Board has created an electronic expense report and instruction guide, the reference to the use of purchasing cards, and updates to language. A mid-year adjustment was recommended for the mileage rate due to changes in gas prices and meal costs as staff begin to travel more. There would be no budget impacts for this as there have been savings with less travel by staff and any increases will be balanced by the increased use of virtual meetings.

Moved by Jane Bryce, seconded by Greg Agar,

“That the Board approves the review of the revised regulation on Expense Reimbursement for Staff, Trustees and Student Trustees.”

It was noted that the Canada Revenue Agency mileage and meal allowance rates are higher than the Ontario Public Service rates.

CARRIED.

#2022-47
Mileage and Per Diem Rates
Report B-22-31

Moved by Jane Bryce, seconded by Jack Fletcher,

“That the Board approves the adjustment of the mileage and per diem rates, based on current CRA guidelines, to be made effective April 1, 2022.”

CARRIED.

#2022-48
Tender Award – Asphalt & Roof Replacement /Restoration– Alexander Mackenzie Secondary School
Report B-22-32

Superintendent McKay reviewed the report with Trustees.

Moved by Jane Bryce, seconded by Malinda Little,

“That the Board award the tender to the successful bidder, Maaten Construction Ltd., for the Asphalt & Roof Replacement/Restoration at Alexander Mackenzie Secondary School.”

A question was asked on whether the bids were higher than anticipated and Superintendent McKay confirmed there were fluctuations seen in most tenders, and market pricing on all bids were significantly over budget in some cases and not over budget at all in others. He noted this is in line with the province when comparing to other boards. The LKDSB has been intentional on awarding bids, holding them back to see the overall impact on the budget, and prioritizing projects.

CARRIED.

#2022-49
Tender Award – Window & Exterior Door

Superintendent McKay reviewed the report with Trustees.

Moved by Ruth Ann Dodman, seconded by Janet Barnes,

- Replacement – Colonel
Cameron Public School
Report B-22-33
- “That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Limited, for the Window & Exterior Door Replacement at Colonel Cameron Public School.”
- CARRIED.
- #2022-50
Tender Award – Window &
Exterior Door
Replacement, HVAC
Upgrade & Ceiling
Replacement – East
Lambton Elementary
School
Report B-22-34
- Superintendent McKay reviewed the report with Trustees.
Moved by Jane Bryce, seconded by Greg Agar,
- “That the Board award the tender to the successful bidder, Maaten Construction Ltd., for the Window & Exterior Door Replacement, HVAC Upgrade & Ceiling Replacement at East Lambton Elementary School.”
- CARRIED.
- #2022-51
Tender Award – Phase 3
HVAC Upgrade &
Classroom Renovations –
Indian Creek Road Public
School
Report B-22-35
- Superintendent McKay reviewed the report with Trustees.
Moved by Ruth Ann Dodman, seconded by Derek Robertson,
- “That the Board award the tender to the successful bidder, Intrepid General Limited for the Phase 3 HVAC Upgrade and Classroom Renovations at Indian Creek Road Public School.”
- CARRIED.
- #2022-52
Tender Award – HVAC
Upgrade, Office,
Staffroom, Kitchen &
Classroom Renovations –
McNaughton Avenue
Public School
Report B-22-36
- Superintendent McKay reviewed the report with Trustees.
Moved by Ruth Ann Dodman, seconded by Jane Bryce,
- “That the Board award the tender to the successful bidder, Westhoek Construction Ltd., for the HVAC Upgrade, Office, Staffroom, Kitchen & Classroom Renovations at McNaughton Avenue Public School.”
- CARRIED.
- #2022-53
Tender Award – Partial
Roof Replacement –
Northern Collegiate
Institute & Vocational
School
Report B-22-37
- Superintendent McKay reviewed the report with Trustees.
Moved by Jack Fletcher, seconded by Malinda Little,
- “That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Limited, for the Partial Roof Replacement at Northern Collegiate Institute & Vocational School.”
- A question was asked on why only part of the roof was being replaced. Superintendent McKay explained that the roof had been replaced in segments over the years.
- CARRIED.
- #2022-54
Tender Award –
Classroom Renovations
and Window Replacement
– Queen Elizabeth II P.S.,
Petrolia
Report B-22-38
- Superintendent McKay reviewed the report with Trustees.
Moved by Greg Agar, seconded by Lareina Rising,
- “That the Board award the tender to the successful bidder, Aveiro Constructors Ltd. for the Classroom Renovations and Window Replacement at Queen Elizabeth II Public School, Petrolia.”

CARRIED.

#2022-55
Tender Award – Partial
Roof Replacement,
Window & Entrance
Replacement –
Thamesville Area Central
School
Report B-22-39

Superintendent McKay reviewed the report with Trustees.

Moved by Ruth Ann Dodman, seconded by Jane Bryce,

“That the Board award the tender to the successful bidder, Elgin Contracting and Restoration Ltd., for the Partial Roof Replacement, Window & Entrance Replacement at Thamesville Area Central School.”

CARRIED.

#2022-56
Tender Award – Window
Replacement –
Wallaceburg District
Secondary School
Report B-22-40

Superintendent McKay reviewed the report with Trustees.

Moved by Greg Agar, seconded by Ruth Ann Dodman,

“That the Board award the tender to the successful bidder, TCI Titan Contracting Inc. for the Window Replacement at Wallaceburg District Secondary School.”

A question was asked on where the money is coming from for the projects that came in over budget. Superintendent McKay responded that projects were prioritized based on necessity so some projects that were included in the Capital Plan for the upcoming summer will not be completed as scheduled. He noted a list of projects can be brought to Trustees in June.

CARRIED.

Indigenous Liaison
Committee Report
Report B-22-41

Trustee Rising reported on the February 16, 2022 meeting, and highlighted Aamjiwnaang First Nation’s sugar bush activities and Kettle and Stony Point First Nation’s fishing curriculum. She remarked that both communities employ land-based learning and find it effective in engaging students and parent/guardians. She added that during the meeting she announced the land purchase for the new K-12 school in Forest and the demographic data project was discussed.

Special Education
Advisory Committee
Report
Report B-22-42

Trustee Barnes referred Trustees to the report on the February 17, 2022 meeting and noted there were presentations on the Employment Transitions Program, Special Incidence Portion, and Education & Community Partnership Program/Intensive Support Program Review.

Ontario Public School
Boards’ Association
Update (OPSBA)

Trustee Fletcher reported on the Board of Directors meeting held on February 25 and 26, 2022. He highlighted the work being done by OPSBA to include the voice of Indigenous Trustees, discussions on online learning, and Project Compass. Trustees can find a summary of the meeting on the OPSBA website. He also referred Trustees to their website for the election guidelines if they are interested.

Trustee Fletcher announced that Jane Bryce is being nominated for the Dr. Harry Paikin Award of Merit and he thanked Trustees and Administrative Assistant Bonnie Gotelaer for their help with the report, which was to be submitted the following day.

Trustee Fletcher noted that the next Board of Directors meeting is scheduled on April 29 and 30, 2022 and the Annual General Meeting is scheduled on June 9 to 11, which Trustees will receive more information on at a later date. He encouraged Trustees to attend the Regional Meeting on April 9, 2022.

Audit Committee Update Report B-22-43	Superintendent McKay reported that Lynn Vanderveeken, former LKDSB Supervisor of Accounting, was a new member of the audit committee. Trustees will receive further information on the internal audit referenced in the report at a future date.
LKDSB COVID-19 Update Report B-22-44	<p>Director Howitt noted it was the first board meeting since the reduction in COVID-19 protocols, but as highlighted in the report, not all protocols have gone away. Ventilation projects continue to be high priority, students and staff are reminded to complete the COVID-19 daily screening tool, and Rapid Antigen tests remain available for staff and students in school and board offices.</p> <p>Director Howitt shared an image of the new signage in schools from Public Health, which states masks are welcome. He stated that a culture where students, staff, and visitors feel comfortable and safe in their choice of COVID-19 protocols is desired and administration has heard positive feedback in this regard. He noted that cohorting and physical distancing will no longer be required in schools, which is a return to closer to normal with more traditional assemblies, classes mixing at recess, and extracurricular teams, which all allow for greater community building efforts. He noted with the removal of masks, some staff and students are being “seen” for the first time. Graduation ceremonies will be held in-person unless there is a significant change in protocols prior to June.</p> <p>Director Howitt noted this would be the final COVID-19 board report, unless there is a significant change in protocols, and welcomed feedback from Trustees.</p>
Reporting Under the Public Salary Disclosure for 2021 Report B-22-45	Director Howitt reported that the number of staff, specifically elementary teachers, on the list contained in the report has increased by 451 from last year. He reminded Trustees that last year the list saw an increase in secondary teachers, but explained that elementary teachers had one more unpaid day than secondary teachers due to strike action so they did not appear on the list.
Budget Meeting Schedule for the 2022-2023 School Year Report B-22-46	Superintendent McKay reported on the proposed meeting dates in the budget development process. The Budget Workshop proposed for April 5, 2022 was moved to April 12, 2022 to ensure sufficient attendance by Trustees.
Correspondence	None
New Business	None
Trustee Questions	<p>A question was asked on whether additional staff support can be added to the Supervised Alternative Learning (SAL) Program to aid in the Attendance Officers’ workload. Director Howitt clarified that a significant part of the Attendance Officers job is attendance support, not solely the SAL program, and confirmed their workload has been higher throughout the pandemic. He noted that Trustees may raise this request during the budget process. It was requested that a SAL presentation be scheduled at an upcoming Board Meeting.</p> <p>An update was requested on the enrolment for the Virtual Learning programming. Superintendent Girardi responded that there were about 160 students requesting enrolment in the Secondary programming and that the</p>

Elementary programming enrolment numbers were slightly lower but had not yet been finalized at the time of the meeting.

It was noted that the option to attend meetings virtually was appreciated but support was needed for the technical difficulties in the Board Room with Zoom. Director Howitt thanked Trustees for their patience in dealing with the ongoing technical difficulties and noted that options were being explored to help resolve the issues.

Notices of Motion

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

SECTION 1 INTERPRETATION

- 1.05 “Current year” means the year during which the Chair holds office, i.e. ~~December 1, to November 30.~~ ~~November 15 to November 14.~~

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 on November 15 if it is a Tuesday or on the first Tuesday following November 15,~~ 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 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~~ ~~November 21.~~
- 2.8 The Trustee elected Chair shall hold office during the year (~~December to November inclusive~~ ~~November 15 to November 14 inclusive~~) and until their successor is elected.
- 2.15 The Signing Officers for the Board shall be the Director of Education and Secretary of the Board and the Treasurer of the Board. They shall be appointed by Board resolution at the Organization Meeting, to serve from ~~December to November~~ ~~November 15 to November 14~~ inclusive.

SECTION 3 REGULAR AND SPECIAL MEETINGS OF THE BOARD

- 3.14 Delegations
Any person from the community or community group ~~wishing who may wish~~ to address the Board ~~on issues of concern to the education system~~ shall give seven ~~working-business~~ days’ notice electronically or in writing to the Secretary of the Board ~~or designate~~ and shall indicate the matter or issue they wish to speak to and provide an electronic or printed copy of their presentation with their request. Requests received without supporting documentation will not be considered. The Chair, Vice-Chair and Director of Education will review all requests at the Agenda Review Meeting prior to the Board Meeting and determine if the request will be placed on the Board Agenda ~~and if so whether the topic is for the Public agenda or Private Session (see by-law 3.13 Meetings in Private Session).~~ Individuals or groups may be limited to one presentation to the Board on a given topic in a school year. Delegations should address the concern identified in the presenters’ application. If materials presented differ substantially from the written submission, the Chair has the right to rule the presentation out of order. ~~At the conclusion of the delegation presentation, Trustees may ask questions of clarification.~~
- 3.15 Time Limitation
Approved requests from community members or groups shall have ten minutes to address the Board. If more than eight presentations are requested, the Chair may schedule a Special Board Meeting to hear the presentations/delegations.

3.16 Public Gallery Closed

If the Public Gallery is closed, arrangements will be made for the delegation to present remotely.

3.4617 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 their designate shall answer the question if the information is immediately available or send a written reply following the meeting with this response shared during business arising at a subsequent meeting; and

c) the questioner may ask a follow-up question for clarification; and
d) the questioner shall not address confidential personal, property, legal or negotiation matters.

3.4718 The Board Chair may limit the number of questioners and questions as it sees fit.

3.19 Public Gallery Closed

If the Public Gallery is closed, questions must be submitted through email to the Secretary of the Board or designate by noon on the day of the Board Meeting.

SECTION 7 RULES OF ORDER

7.4 After a motion is seconded and stated by the Chair, it shall be deemed to be in the possession of the Board, but may be withdrawn by the mover, with the consent of the Board before being put to a vote.

Announcements

The next Regular Board Meeting will be held on Tuesday, April 12, 2022 at 7:00 p.m. at the Chatham Regional Education Centre.

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 8:21 p.m.

Chair of the Board

Director of Education and
Secretary of the Board