
LKDSB STAFF CENSUS



Executive Summary

April 2023



Lambton Kent
District School Board
Student Achievement ✓ *Community Success*

OVERVIEW



The Lambton Kent District School Board (LKDSB) completed a voluntary, anonymous and confidential Staff Census November 18-December 12, 2022. The Staff Census is intended to gather demographic information about the unique and diverse composition of the LKDSB.

The results of the Staff Census will help the Board achieve the goal of increasing the diversity of our workforce to reflect the diversity of the students we serve. The data will also help us foster an inclusive work environment where employees can bring their full selves to work, access opportunities to be productive, and grow as professionals.

Turner Consulting Group was contracted to administer the survey and manage all aspects of data collection and analysis. This means that at no time will LKDSB employees have access to individual responses submitted on paper or online. Only summary reports are provided to any LKDSB staff.

Of LKDSB's 3,377 employees, a total of 2,282 responded to the survey, with 2,219 agreeing to participate and 63 indicating that they did not wish to participate.

Visit the [LKDSB website](#) to review the Staff Census Report, which includes aggregate data of the responses by permanent full-time and part-time employees. Due to the low rate of response for casual, temporary, and occasional staff, the final public report does not include responses from those respondents.

In addition to reporting the results of the Staff Census, Turner Consulting Group issued key findings and recommendations to help inform future system planning to support the needs of LKDSB's workforce and student population.



Below is a summary of the Turner Consulting Group recommendations and additional information provided by the LKDSB outlining key initiatives related to the recommendations. To review the complete report and key findings and recommendations, visit the [LKDSB website](#) to read the full report.

LKDSB ACTIONS AND PROGRESS



In addition to reporting the results of the Staff Census, Turner Consulting Group issued key findings and recommendations to help inform future system planning to support the needs of LKDSB's workforce and student population.

Below is a summary of the Turner Consulting Group recommendations and additional information provided by the LKDSB outlining key initiatives related to the recommendations. To review the complete report, key findings and recommendations, visit the [LKDSB website](#).

RESPONSE RATE

Recommendation 1: It is recommended that LKDSB communicate with employees with the goal of increasing employee understanding of workplace equity, diversity, and inclusion, the issues facing the equity-seeking groups, and the need for the Board's workplace equity efforts.

Recommendation 2: Given the low response rate for occasional and long-term occasional teachers, it is recommended that LKDSB work with the respective unions to survey this employee group in order to assess the diversity within these employee groups.

Recommendation 3: It is recommended that LKDSB survey new employees at the point of hire to assess progress made to diversify the workforce.

LKDSB Actions and Progress:

The completion of the Staff Census will assist LKDSB in developing a baseline understanding of its workforce. The results of the Staff Census will be shared with all staff with the aim of increasing awareness and understanding of the Staff Census. This will hopefully assist with increased participation in the future.

The LKDSB will continue to work with all union partners, Canadian Union of Public Employees (CUPE); Elementary Teachers' Federation of Ontario (ETFO); Occasional Teachers of the Elementary Teachers' Federation of Ontario (ETFO-LKEOT); and Ontario Secondary School Teachers' Federation (OSSTF), to review the results of the 2022 Staff Census and encourage participation in the future.

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The LKDSB is reviewing its current process for recruitment, hiring and on-boarding of new employees. The future administration of a Staff Census will also support the understanding of the diversity of LKDSB's workforce and current and ongoing needs of employees who identify as members of equity-seeking groups.

PERSONS WITH DISABILITIES

Recommendation 4: It is recommended that LKDSB ensure that policies and protocols are in place to appropriately accommodate employees based on disability, which may mean accommodating employees across bargaining units and reviewing existing collective agreement language to address this point.

Recommendation 5: It is recommended that LKDSB continue to provide school administrators and managers with access to professional learning and guidance to ensure that they are appropriately accommodating employees with disabilities.

Recommendation 6: Given that 3% of all survey respondents reported that they have a mental health disability, it is recommended that LKDSB continue to educate employees on mental health, with a focus on reducing stigma around mental health, increasing supports to employees, and equipping managers to support and accommodate employees.

LKDSB Actions and Progress:

LKDSB will continue to work with all union partners (Canadian Union of Public Employees (CUPE); Elementary Teachers' Federation of Ontario (ETFO); Occasional Teachers of the Elementary Teachers' Federation of Ontario (ETFO-LKEOT); and Ontario Secondary School Teachers' Federation (OSSTF) to review the results of the 2022 Staff Census and support further education and understanding of the *Accessibility for Ontarians with Disabilities Act, 2005 (AODA)*, *Integrated Accessibility Standards*, *Ontario Regulation 191/11*, *Ontario Human Rights Code*, *Workplace Safety and Insurance Act* and LKDSB's [Accessibility Policies and Regulations](#). The LKDSB [Annual Accessibility Report](#) also outlines additional information of importance for all employees to review and feedback on the report can be provided through the LKDSB's Accessibility Committee. The LKDSB will continue to review its Accessibility Policies, Regulations and resources provided to staff to ensure it is up to date with the legislation.

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Accessibility Training is offered to all new employees and LKDSB staff annually through LKDSB's virtual staff professional development tool. The training reviews responsibilities and obligations of the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) and relevant LKDSB Policies, Regulations and Administrative Procedures to support accessibility practices.

LKDSB aims to increase awareness of available mental health and well-being supports through employee benefits and community resources. Information is shared regularly through the monthly Director's Staff Newsletter regarding staff and student mental health and well-being. Resources are available to LKDSB employees through the [Employee & Family Assistance Program](#) (EFAP).

INDIGENOUS AND RACIALIZED EMPLOYEES

Recommendation 7: It is recommended that LKDSB undertake efforts to close the gaps in representation for Indigenous and racialized employees by conducting outreach recruitment, removing barriers in the hiring process, and providing needed supports for hiring and advancement.

LKDSB Actions and Progress:

The results of the Staff Census will help LKDSB to understand the current demographic makeup of the LKDSB workforce and its representation of various demographic groups including sex, race, gender identity, disability, religion and age. The Staff Census report also provides an understanding of how the diversity of the LKDSB workforce compares with the diversity of the community served and other comparative data.

The LKDSB will review the data presented in the report to determine appropriate next steps to address gaps in representation of Indigenous and racialized employees and barriers in the hiring and advancement processes. The future administration of a Staff Census will also support the understanding of the diversity of LKDSB's workforce and current and ongoing needs of employees who identify as members of equity-seeking groups.

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The LKDSB continues to work with Aamjiwnaang First Nation, Eelūnaapéewi Lahkéewiit (Delaware Nation), Kettle & Stony Point First Nation, and Walpole Island First Nation – Bkejwanong Territory and the Indigenous Liaison Committee to support understanding of staffing processes and employment opportunities.

LKDSB partners with the local four First Nations and Queen's University to host an Indigenous Teacher Education Program (ITEP) for participants interested in obtaining a Bachelor of Education Degree and Ontario College of Teachers (OCT) qualifications. By supporting the development of local Indigenous teachers, LKDSB is supporting the Truth and Reconciliation Calls to Action as they pertain to education through supporting the development of teachers who reflect the demographic of some of our students.

In November 2022, the LKDSB hired a System Coordinator to support Equity, Diversity and Inclusion. With the addition of this role and collaboration with other system leaders and Inclusive Diversity Consultants, LKDSB will be able to enhance supports and resources to understand and be more responsive to the needs of equity-seeking groups.

LKDSB is in the process of developing and implementing a LKDSB Equity, Diversity and Inclusion (EDI) certificate program to support professional expertise, with a goal of making the certificate program available to all staff by June 2023. Throughout the year, LKDSB provides opportunities for professional development and training opportunities for educators and education workers to increase understanding of key terminology and protected grounds under Ontario's *Human Right's Code*. For example, administrators and teaching staff have received an in-service on the Ontario College of Teacher's [Professional Advisory on Anti-Black Racism](#). LKDSB is also facilitating an additional qualifications course for educators on Addressing Anti-Black Racism in partnership with Lakehead University. LKDSB continues to encourage staff to engage in learning through the Google Classrooms on Asian Heritage and Anti-Asian Racism Resources; Black History and ABR (Anti-Black Racism); Culturally Responsive and Relevant Pedagogy; Islamophobia/Anti-Muslim Hate – Anti-Racism Resources; Equitable and Inclusive Education Discussion Group; and Gender Identity.

As outlined in the LKDSB's Operational Plan for 2022-2023, LKDSB is focused on providing ongoing support for equitable and inclusive hiring, promotion, advancement

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and accountability for equity and human rights at all levels, and to build diverse and inclusive workplaces with equitable outcomes for all. LKDSB also plans to increase opportunities for student, staff and community consultation on topics about equity, diversity and inclusion by June 2023.

EMPLOYEES FROM NON-CHRISTIAN RELIGIONS

Recommendation 8: Given the diversity of religions in the workplace, ensure that school administrators and managers are aware of their legal duty to provide religious accommodation to employees and what that means (e.g., time off for religious observance, accommodation of dietary restrictions, shift scheduling, and scheduling of meetings).

LKDSB Actions and Progress:

LKDSB will review and implement strategies for increasing awareness and understanding of the Religious Accommodation Guideline and the Equity and Inclusive Education Policy and Regulations, as well as obligations under Ontario's Human Rights Code. The LKDSB's Equity, Diversity and Inclusion Committee is undergoing a review of Dates of Significance, and this will inform the education and promotion of dates of significance throughout the year.

2SLGBTQ+ EMPLOYEES

Recommendation 9: It is recommended that LKDSB review the availability of gender-inclusive washrooms within its facilities and increase their number to ensure that employees at all work locations have access to them.

Recommendation 10: It is recommended that LKDSB undertake a positive space campaign that includes delivering training and making resources available to assist managers, supervisors, and employees with creating safe and welcoming environments for 2SLGBTQ+ employees.

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LKDSB Actions and Progress:

LKDSB continues to engage in education and awareness to promote safe and inclusive learning and workplaces, as well as understanding of the Equity and Inclusive Education [Policy](#) and [Regulations](#), Safe Schools [Policy](#) and [Regulations](#), Ontario's [Human Rights Code](#), as well as obligations within employment [collective agreements](#) and the [Employment Standards Act](#).

LKDSB has developed an Equity, Diversity and Inclusion Sub-Committee to support 2SLGBTQ+ students and staff education and awareness in promoting safe and inclusive learning and work environments. The sub-committee is creating an Administrative Procedure to support students and staff and accommodations for those who identify as members of 2SLGBTQ+ community. The sub-committee provides representation and support for staff who identify as members of the 2SLGBTQ+. The Sub-Committee provide recommendations to address systemic issues and concerns that impact students and staff.

LKDSB has established a Gender Identity Google Classroom and shares information and resources through the Director's monthly Staff Newsletter, [Equity and Inclusive Education website](#), Equity and Inclusive Diversity Department and Equity and Inclusive Diversity Committee. The LKDSB recognizes May 17 annually as the International Day Against Homophobia, Transphobia and Biphobia (IDAHOTB). On this date, LKDSB celebrates sexual and gender diversities and denounces discrimination and violence experienced by 2SLGBTQ+ people. LKDSB also recognizes Pride Month in June, including displaying the Progress Pride Flag on flagpoles at all school and Board locations for the month. Pride Month provides an opportunity for staff and students to engage in dedicated learning about the importance of recognizing and affirming the rights of 2SLGBTQ+ communities, particularly the human rights of everyone to be treated equally and with dignity and respect.

The review of gender-inclusive washrooms is included as part of the annual review of capital projects and facilities planning and consideration will be given to gender-inclusive staff washrooms.

NEXT STEPS



LKDSB is committed to 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. The LKDSB will review the results of Staff Census and develop plans and strategies in collaboration with its union partners to further support the recruitment, retention and advancement of a diverse workforce.

The LKDSB plans to develop a long-term strategy to address systematic barriers in hiring, promotion and advancement by June 2023. In addition to the ongoing initiatives previously outlined, the LKDSB's [Operational Plan](#) will include goals and strategies that are in alignment with the hiring, retention and advancement recommendations outlined in the Staff Census report.

It is important to promote ongoing opportunities for education and understanding of the diversity of our workforce. LKDSB will continue to work with all staff and system leaders to increase awareness and understanding of the protected rights and obligations under the Ontario *Human Rights Code* and provide professional development as necessary. The LKDSB will be working with a consultant to develop and implement an equity audit in follow-up to the Staff Census and the [Demographic Data Student Census](#). This will provide additional information to help support future planning and decision-making.

The LKDSB plans to complete a follow-up Staff Census in the coming years. In support of the LKDSB's [Strategic Priorities](#), in particular “Inclusive Diversity: Champion anti-oppressive education”; “Sustainable Stewardship: Optimize human, financial and physical resources”; and “Trusting Relationships: Strengthen relationships based on respectful collaboration,” LKDSB will support all employees to promote safe, welcoming and inclusive work environments for everyone.