

REGULAR BOARD MEETING AGENDA  
PUBLIC SESSION

TUESDAY, APRIL 25, 2017  
7:00 p.m.

Board Room  
Chatham Education Centre  
476 McNaughton Avenue, Chatham

**A**

Page Reference

- |   |  |    |
|---|--|----|
| 1. Call to Order  |  |    |
| 2. Approval of Agenda   |  |    |
| 3. Declaration of Conflict of Interest  |  |    |
| 4. Approval of the Minutes of April 11, 2017 Regular Board Meeting  |  | 2  |
| 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   |  |    |
| 11. Reports for Board Action  |  |    |
| a) Policy and Regulations on <i>Extra-Curricular Programs</i>   | Director Costello<br>Report B-17-41    | 12 |
| <u>Recommendation</u><br>"That the Board approve the review of the policy and revised regulations on <i>Extra-Curricular Programs</i> ."  |  |    |
| b) Tender Award – Water Main Replacement at Alexander Mackenzie Secondary School  | Superintendent McKay<br>Report B-17-42 | 15 |
| <u>Recommendation</u><br>"That the Board award the tender to the successful bidder, Wellington Builders Inc., Forest, ON."                |  |    |
| 12. Reports for Board Information   |  |    |
| a) Ontario Public School Boards' Association (OPSBA) Update   | Trustee McGregor<br>Oral Report        |    |
| 13. Correspondence  |  |    |
| a) Letter from Chief Dan Miskokomon, Walpole Island First Nation, regarding First Nation Superintendent at the LKDSB, dated April 7, 2017 |  | 16 |
| 14. New Business  |  |    |
| 15. Trustee Question Period   |  |    |
| 16. Notices of Motion:  |  |    |
| 17. Future Agenda Items   |  |    |

18. Announcements

- a) The next Regular Board Meeting will be held on Tuesday, May 9, 2017, 7:00 p.m. at the Chatham Education Centre.

19. Adjournment

**PRESENT:**

Trustees: Vice-Chair Elizabeth Hudie, Randy Campbell, Ruth Ann Dodman, Dave Douglas, Tom McGregor, Scott McKinlay, Bob Murphy, Shannon Sasseville, Christy Bressette (First Nation Trustee Alternate)

Student Trustee Ayla Jacobs and Keaton Jennings

Staff: Director of Education Jim Costello, Superintendent of Business Brian McKay, Superintendents of Education, Angie Barrese, Gary Girardi, Helen Lane, Mark Sherman and Phil Warner

Regrets: Chair Jane Bryce, Trustees Jack Fletcher and Lareina Rising and Superintendent of Education Taf Lounsbury

Recording Secretary: Trish Johnston, Executive Assistant and Communications Officer

Call to Order: Vice-Chair Hudie called the meeting to order at 7:00 p.m. Trustee Scott McKinlay served as Vice-Chair.

#2017-65  
Approval of the Agenda  
April/11/2017  
Moved by Dave Douglas, seconded by Tom McGregor,  
"That the Agenda for the Regular Board Meeting Public Session of April 11, 2017 be approved."  
CARRIED.

Declaration of Conflict of Interest: No declarations of conflict of interest were issued.

#2017-66  
Approval of Special Board  
Minutes Mar/21/2017  
Moved by Ruth Ann Dodman, seconded by Scott McKinlay,  
"That the Board approve the Minutes of the Special Board Meeting of March 21, 2017."  
CARRIED.

#2017-67  
Approval of Minutes  
Mar/28/2017  
Moved Randy Campbell, seconded by Ruth Ann Dodman,  
"That the Board approve the Minutes of the Regular Board Meeting of March 28, 2017."  
CARRIED.

#2017-68  
Action of the Regular  
Board Private Session be  
the Action of the Board  
Moved by Scott McKinlay, seconded by Dave Douglas,  
"That the Action of the Board in Private Session be the Action of the Board."  
CARRIED.

Presentations:  
LKDSB International  
Education Program  
Director Costello advised that the LKDSB has been involved in international education for thirteen years and was one of the first seven school boards in Ontario to implement a program. The focus of the program has always been on broaden the world for LKDSB learners. Enrolment peaked in the past at about 110 international education students attending LKDSB schools. About two years ago, due to political and economic conditions, enrolment dropped to about 20 students. He noted the work of the current International Education staff that has resulted in about 90 students registering for September 2017. Director Costello introduced Kirsten Ramsay, Administrator of the LKDSB International Education Program and Cal McCabe, Program Coordinator. Kirsten advised that the feeling of the education partners around the world is that Lambton Kent is the perfect location for international students. The LKDSB has a strong academic base for students. Her department is excited to welcome students from 26 countries with the majority from Europe now. Kirsten provided data on

student participation over the years. Previously more students came for short term stays rather than long term stays. Next year there will be approximately 90 to 100 FTE students attending for 10 months. She shared that the LKDSB is partnering with new countries Dubai, Japan, Brazil and Sweden and waiting confirmation from Nigeria and Slovakia. She advised that eleven of the LKDSB secondary schools will be hosting students next year. She explained the Canadian Buddy program in place in the schools for the international students. She commented on the increased opportunities for LKDSB students to go abroad and develop global competencies. Cal advised that this is the eleventh year that LKDSB elementary students will be going to South Korea in July. In 2018, the LKDSB plans to implement a one credit cooperative education program in New Taipei City. The LKDSB would be the first school board to participate in this type of program. Six students from Sweden will be visiting LKDSB for four weeks in November 2017. Six LKDSB students will be going to Sweden in March 2018.

They commented on the Vital English program which includes pre-arrival English competency testing for students in the summer. This will assist LKDSB staff with placing the students in appropriate programs. Kirsten commented on the LKDSB's involvement in a pilot project involving the International English Language Testing System (IELTS) that measures the language proficiency of people who want to study or work where English is used as a language of communication. Students need to score well on the test to be accepted into universities. The position of Student Life Coordinator was added this year. The Student Life Coordinator visits each student at their school every second week to make sure everything is going well at school and at the homestay. A homework help support is beginning in April 2017. Kirsten and Cal commented on the recent professional development session they provided for school administrators, secondary teachers and office staff that was made possible through a Ministry grant. Kirsten shared some success stories about international students going on to post-secondary institutions.

Kirsten shared the plans involving a new initiative with the New Taipei City partners that would involve the operation of a private school in New Taipei City that would offer the Ontario Curriculum for ESL. LKDSB staff would supervise and oversee the program. Director Costello advised that the Ministry has encouraged school boards to pursue opportunities to license schools and bring students to the LKDSB for Grades 10, 11 and 12. He informed Trustees that Superintendent Lounsbury was currently in New Taipei City, with other program staff, to investigate what the program delivery would involve and see if it is something to pursue. International Education staff are also looking at bursaries and scholarships to support LKDSB students.

Trustee McKinlay commented on his experience meeting the partners in New Taipei City and the importance of building positive relationships. He spoke in support of sending people to the countries to establish relationships. Student Trustee Jacobs commented on her positive experience serving as a Canadian Buddy for three different students at Chatham Kent Secondary School (CKSS). Trustee McGregor commented on his family's positive experience hosting a student from Spain since September 2016 and encouraged others to consider hosting an international student.

Cal explained that the international students pay a tuition fee to attend LKDSB Schools. The LKDSB partners with Canada Homestay and students pay a fee for this services as well.

Director Costello confirmed that the international education program has a dedicated webpage on the LKDSB website. It is critical to the recruitment of students. Director Costello confirmed that the International Education staff

<p>Policy and Regulations on <i>Student Dress Code</i> Report B-17-35</p>	<p>could work with the members of the Indigenous Liaison Committee to broaden the scope. Vice-Chair Hudie thanked Kirsten and Cal for their presentation and the school staff for making the students comfortable in the LKDSB schools.</p> <p>Director Costello explained that the policy and regulations on <i>Student Dress Code</i> have been reviewed as part of the LKDSB cyclical review. The documents continue to reflect the philosophy of the LKDSB. Changes to the documents are not recommended. It is the responsibility of principals, in consolidation with staff and school councils, to establish school dress codes. This allows the dress code to reflect the school community and culture. In response to Trustee Murphy’s question, Director Costello confirmed that Superintendents do not audit schools to ensure that the dress codes are reviewed annually at the school level. Student Trustee Jacobs commented on the successful student clothing bank program at CKSS.</p> <p>Trustee Sasseville commented on dress code being a hot topic and advised that she is uncomfortable giving the schools authority to say what is ok to wear and what is not ok, especially for girls. Director Costello confirmed that no school board has established a dress code. It would be very difficult to get a common vision for the entire district and enforce it. Trustee McKinlay supported having the dress code decision made at the school level. Trustee Bressette referenced the inclusion of the Human Rights Code and the Charter of Rights and Freedoms in the regulations noting that there was opportunity for push back from individuals.</p>
<p>#2017-69 Policy and Regulations on <i>Student Dress Code</i></p>	<p>Moved by Dave Douglas, seconded by Ruth Ann Dodman, “That the Board approve the review of the policy and regulations on <i>Student Dress Code</i>.”</p> <p style="text-align: right;">CARRIED.</p>
<p>Policy and Regulations on <i>Employee Long Term Service Awards and Recognition of Retirees</i> Report B-17-36</p>	<p>Director Costello explained that the policy and regulations on <i>Employee Long Term Service Awards and Recognition of Retirees</i> have been reviewed as part of the LKDSB cyclical review. It is proposed that the first statement in the policy be deleted to be consistent with LKDSB format. The documents continue to reflect the philosophy of the LKDSB. Changes to the regulations are not recommended. The Employee Recognition evening is held on the first Monday in June at a central location. Director Costello shared that Administration receives positive feedback on the event every year.</p>
<p>#2017-70 Policy and Regulations on <i>Employee Long Term Service Awards and Recognition of Retirees</i></p>	<p>Moved by Tom McGregor, seconded by Christy Bressette, “That the Board approve the revised policy and review of the regulations on <i>Employee Long Term Awards and Recognition of Retirees</i>.”</p> <p style="text-align: right;">CARRIED.</p>
<p>Tender Awards – HVAC Upgrades and Roof Replacement at Indian Creek Road Public School and HVAC upgrade and classroom renovations at Wheatley Area Public School Report -17-37</p>	<p>Superintendent McKay reported on the tender opening for HVAC upgrades and roof replacement at Indian Creek Road Public School, (Tendered Base Bid: HVAC Upgrade, Classroom Refresh, Roof Replacement, Asphalt Replacement; Separate Price 1: Exterior Lighting; Separate Price 2: Exterior Pole Mounted Lighting; Separate Price 3: FDK Playground Renovations; Separate Price 4: Digital Clock PA System) and HVAC upgrade and classroom renovations at Wheatley Area Public School (Tendered Base Bid: HVAC Upgrade, 2 Classrooms &amp; Admin. Area Refresh; Separate Price 1: Classroom Refresh A3, B8, B9 &amp; Workroom B9; Separate Price 2: Classroom Refresh Classroom C10, C11, &amp; Workroom C10).</p>

He reviewed the overall cost for both projects. Superintendent McKay confirmed that the components of the tenders were broken out separately for budgeting purposes in case either project needed to be trimmed. The FDK playground renovations enhancement at Indian Creek Public School was listed separately because the school is fundraising for this project.

#2017-71  
Tender Awards - Indian  
Creek Road Public School  
Wheatley Area Public  
School

Moved by Ruth Ann Dodman, seconded by Christy Bressette,

“That the Board award the tenders to the successful bidders - Indian  
Creek Road Public awarded to Agri-Urban Building Inc., and Wheatley  
Area Public awarded to Westhoek Construction Limited.”

CARRIED.

Special Education  
Advisory Committee  
Report (SEAC)  
Report B-17-38

Vice-Chair Hudie reported on the Special Education Advisory Committee (SEAC) meeting held on March 23, 2017 via video-conference. Members of the Special Education Team provided SEAC with a presentation on *Doing More with Less – Delivery of Special Education Services in the Face of Increasing Needs and Decreased Funding*. Vice-Chair Hudie summarized the steps taken by Special Education staff. SEAC members reviewed/revised sections of the Special Education Report: The correspondence reviewed by SEAC members was shared. The Association Representatives on SEAC provided updates. Vice-Chair Hudie advised that after twenty-three years, the Learning Disabilities Association of Lambton County will be stopping its operations as of March 31, 2017 due to insufficient funding.

Ontario Public School  
Boards' Association  
(OPSBA) Update

Trustee McGregor reported on the OPSBA Western Region Meeting held on April 8, 2017 In London. The culinary program students at Clarke Road School provided breakfast and lunch. There was a presentation from the Bluewater District School Board on the Special Education funding model. There was a report on trustee honorarium. There was a 60% response rate to the OPSBA trustee survey on the topic. The data is being analyzed and recommendations are forthcoming. He commented on the Minister of Education taking action on the situation involving the York District School Board and possible fallout for other school boards. Trustee McGregor, Chair Bryce and Director Costello will be participating in an OPSBA webinar on April 19, 2017 on executive compensation. The OPSBA priorities were discussed. A final report will be presented at the AGM in June.

Student Senate Report

Student Trustees Jacobos and Jennings reported on the Student Senate Meeting held on March 27, 2017 via videoconference. LKDSB Mental Health Lead, Ellie Fraser was in attendance and is working with the Senators to organize their conferences. The conferences will take place on May 3, 2017 at Northern Collegiate Institute and Vocational Institute and on May 2, 2017 at John McGregor Secondary School. The plans for the day were outlined.

Final Staff Report on the  
Consolidation of John N.  
Given Public School  
Kindergarten  
To Grade 8 English  
Language Program at  
Tecumseh Public School  
and the Relocation of  
the

Director Costello presented the Final Staff Report (FSR) on the Consolidation of John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School and the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School. He noted the importance of focusing on a fair and open process for all involved. He commented that the decisions regarding the recommendations can shape the future for the next fifty years for the LKDSB schools. Monies that are saved through school consolidation allow for resources to be spent fairly across fewer but fuller schools. He advised that the

Ministry has been clear in its direction to school boards regarding their duty to consolidate schools where necessary. The Ministry created pools of taxpayer monies to allow for grants to renovate and rebuild schools, to modernize school buildings to make them more energy efficient for the next generation. The Ministry has also been clear in its direction to school boards to consult with their communities to insure public consultation has occurred in a meaningful way. He advised that the LKDSB has received a small amount of correspondence and heard several speakers at both the Working ARC Meetings and Public Meetings express concern regarding safe travel for students across McNaughton Avenue. John N. Given Public School and Tecumseh Public School are 600m apart. Administration believes it can mitigate these concerns through dialogue with the Municipality of Chatham Kent who has been supportive of the process. He advised that there is a lighted pedestrian crosswalk on the edge of the Tecumseh Public School property at St. James Church. Administration is exploring the possibility of an additional crosswalk through ongoing dialogue with the Municipality of Chatham Kent.

Superintendent Girardi highlighted the demographics outlined in the FSR. He commented on the Statistics Canada birth rate. Chatham-Kent's overall population declined over the last five years. While Statistics Canada predicts that the birth rate in Ontario will increase from 2010 to 2025, the County of Lambton and the Municipality of Chatham-Kent birth rates and the projected student populations are expected to decrease. This anticipated decline will occur more slowly than the current pace. This Statistics Canada data is supported by the LKDSB's demographic software and is reflected in the demographic information supplied to the LKDSB by the Municipality of Chatham-Kent and the County of Lambton. According to the Chatham-Kent Economic Development department, Chatham-Kent's overall population declined from 103,671 in 2011 to 101,647 in 2016. This population decrease was also reflected in the primary urban centre of Chatham, which declined from 44,676 in 2011 to 43,550 in 2016. Superintendent Girardi explained the enrolment graphs presented in the report. He advised that the total Ministry rated capacity of Tecumseh Public School and John N. Given Public school is 1665 pupil places. There are currently 462 unused pupil places. Should the consolidation occur, there would be a combined student population of 1183 with a Ministry rated capacity of 1314. This would result in a 90% capacity rate at Tecumseh Public School.

Superintendent McKay presented the financial information. He reviewed the Ministry's financial changes that were outlined in the LKSDB Pupil Accommodation Report 2016/2017 and the Initial Staff Report impacting the Top-up Funding reduction under the School Facility Operations and Renewal Grant, Declining Enrolment Adjustment Grant reduction, Geographic Circumstances Grant (rural designation) reduction, and School Foundation Grant reduction.

Superintendent Girardi commented on the transportation review done on the proposed changes. The proposed consolidation would result in the French Immersion Grades 7 and 8 students continuing their education at McNaughton Avenue Public School, thereby eliminating a transitional step for these students. English Language Program students would attend the nearby Tecumseh Public School, which is approximately 600m (according to CLASS) from the John N. Given Public School site. As John N. Given Public School and Tecumseh Public School are located in close proximity, there will be very few additional students from John N. Given Public School who will become eligible for busing to Tecumseh Public School. CLASS believes that all students can be

accommodated on existing Tecumseh Public School bus routes with minor routing changes. CLASS anticipates that these routing changes will result in limited impact. It is projected that there would be no additional costs, or savings, when implementing this change. Currently the French Immersion Program bus routes servicing McNaughton Avenue Public School are also shared with John N. Given Public School. CLASS is confident that the impacts resulting from the French Immersion Program consolidation at McNaughton Avenue Public School can be accommodated on existing buses with little or no change. It is projected that there would be no additional costs, or savings, for this change.

Superintendent Girardi provided an overview of the discussions from the Accommodation Review Committee (ARC) Working Meetings. Architects attended the meetings to talk to members about the safety concerns regarding crossing McNaughton Avenue. He provided a summary of the items discussed at the ARC Meetings which included student transitions transition timelines, vehicular and pedestrian traffic concerns at Tecumseh Public School, facility changes at Tecumseh Public School, the potential need for a portable at McNaughton Avenue Public School. He outlined themes discussed at the Public Meetings. The detailed Record of Actions from the Meetings can be found on the LKDSB website. He shared a summary of community consultations and advised that delegations can be made to Trustees at the April 25, 2017 Board Meeting.

Superintendent Girardi stated that the LKDSB shared information on the accommodation review process on the LKDSB and school websites. The FSR includes a summary of these pages and the website hits.

Superintendent Girardi advised that the Addendum to the Final Staff Report would include a summary of the delegations made to the Board of Trustees. The Addendum to the Final Staff Report will be presented to Trustees at the May 9, 2017 Regular Board Meeting. Trustees will be asked to vote on the recommendations at that Board Meeting.

He advised that Senior Administration met with the Presidents of CUPE, ETFO and OSSTF to discuss the pupil accommodation review process. School administration and union leaders hosted a meeting for Senior Administration at each of the respective schools named in the Pupil Accommodation Review.

Superintendent Girardi presented Recommendation #1 -

“That the Board approve the consolidation of the John N. Given Public School Kindergarten to Grade 8 English Language Program at Tecumseh Public School for September 1, 2018; the Relocation of the John N. Given Public School Grade 7 and 8 French Immersion Program to McNaughton Avenue Public School in September 1, 2017 and approve the closure of John N. Given Public School as of July 1, 2018.”

Superintendent Girardi presented the rationale for the recommendation. John N. Given Public School offers a Kindergarten to Grade 8 English Language Program. Both John N. Given Public School English Language Program and Tecumseh Public School are currently under capacity. The English Language Programs at these schools can both be accommodated in Tecumseh Public School. John N. Given Public School and Tecumseh Public School are 600m apart (according to CLASS). Senior Administration believes that concerns in regard to pedestrian and vehicular traffic entering and exiting Tecumseh Public School can be mitigated through co-operation with the Municipality of Chatham-Kent and with a reconstruction of the existing parking lot at the school.

John N. Given Public School also offers a Grade 7 and 8 French Immersion (FI) Program, which will be relocated to McNaughton Avenue Public School for September 2017. The program relocation for September 2017 may result in a



need for a portable classroom over the short term for one class at an estimated cost of \$40,000. The most recent LKDSB enrolment projections indicate that McNaughton Avenue Public School's total enrolment will remain stable, but below the Ministry rated capacity, and begin to decrease following the 2020/21 school year.

There has been significant dialogue with the ARC members in regard to relocating students from John N. Given Public School to Tecumseh Public School and McNaughton Avenue Public School. There were no comments from committee members speaking against the consolidation of the schools. Committee members' greatest concern is safety of students travelling to Tecumseh Public School. The committee expressed support for delaying the relocation of the English Language Program students to Tecumseh Public School for one school year to allow the LKDSB to complete its renovations to the parking lot area and engage in further conversation with the Municipality of Chatham-Kent in regard to movement or upgrade of crosswalks on McNaughton Avenue. The delay would also allow for construction and upgrades inside Tecumseh Public School to be completed prior to the relocation of the 184 English Language Program students from John N. Given Public School. Committee members also supported moving the FI Grade 7 and 8 program to McNaughton Avenue Public School for September 2017, as it would reduce transitions and keep the FI program in Chatham intact in one location. Committee members supported this option regardless of the potential need for a portable to accommodate the student population at McNaughton Avenue Public School in the short-term and the potential impact on extracurricular activities for the remaining Grade 7 and 8 English Language population at John N. Given Public School.

The summary of the estimated annual financial savings from the proposed consolidation were referenced. There would also be utility cost savings in the initial years after the consolidation. There are expected savings in the administrative component which would result in reductions in the School Foundation Grant.

Superintendent Girardi presented the two options for the parking lot redesign at Tecumseh Public School.

Superintendent Girardi clarified that a student representative on the ARC conducted two student surveys. He explained that additional French Immersion staff would not be added at McNaughton Avenue Public School. All French Immersion staff supports would be located in one building with the proposed relocation of the Grade 7 and 8 French Immersion program.

Director Costello confirmed that the proposed delay of the consolidation is not contingent on moving the existing lighted cross walk. In addition to the lighted cross walk, there are existing street lights at the corner of Baldoon and McNaughton Avenue and the corner of Sandy Street and McNaughton Avenue. Superintendent Girardi explained that they talked a great deal about the process at the meetings with Kent Orr, Manager of CLASS, in attendance. Kent Orr explained the process to petition the Municipality noting there are no guarantees.

Superintendent Girardi confirmed that the capital work on the second floor of Tecumseh Public School regarding air condition and heating will be done during 2017 regardless of whether or not the consolidation is approved by Trustees.

Superintendent Girardi presented Recommendation #2 -

"That the Board dissolve the Chatham Elementary Schools Accommodation Review Committee."

Superintendent Girardi presented Recommendation #3 -

“That the Board approve the establishment of an Ad Hoc Naming Committee to recommend to the Board a name for the consolidated Tecumseh Public School and John N. Given Public School and appoint two Trustees to serve on the Committee.”

According to Naming and Renaming of Board Facilities Regulation R-AD-105, when schools are consolidated into one school, the renaming of Board facilities process will be followed. This requires the Director of Education to establish an ad hoc committee to recommend a name to the Board for approval. Administration is proposing that an Ad Hoc Naming Committee be formed for the consolidated Tecumseh Public School and John N. Given Public School because two school communities are being consolidated. Administration is not proposing the same for McNaughton Avenue Public School because only the French Immersion Grade 7 and 8 Program is being relocated to McNaughton Avenue Public School.

Superintendent Girardi outlined the plans to form a Transition Committee should the recommendations be approved by the Trustees.

He noted that the Pupil Accommodation Review process is still underway, with opportunities for public delegations at the Regular Board Meeting on April 25, 2017 in Chatham. Requests to delegate at the April 25, 2017 Board Meeting must be submitted by April 18, 2017 @ 4:00 p.m. to [trish.johnston@lkdsb.net](mailto:trish.johnston@lkdsb.net). Any changes to the Final Staff Report as a result of public delegations, will be included in the Addendum to the Final Staff Report to be presented to Trustees for approval at the May 9, 2017 at the Regular Board Meeting in Chatham.

Superintendent Girardi confirmed that the ARC members did not discuss the option of having the junior kindergarten or senior kindergarten students attend Tecumseh Public School in September 2017. Director Costello commented on staffing issues and the need for a capital grant to upgrade and increase the FDK classrooms. Construction in the area of the school maybe a safety issue.

#### Trustee Questions

Trustee Dodman advised that she had been contacted by someone who has served the LKDSB schools for twenty-eight years with athletic wear. The individual told her that he received a letter from Director Costello that his services were no longer needed. She outlined his contributions to the LKDSB over the years and his concerns associated with the LKDSB's change in practice about procuring athletic wear. She confirmed with this individual that Trustees were not involved in the daily operation of the Board. She referenced the election next year and her concerns with the matter snowballing.

Director Costello explained that he spoke with the individual that contacted Trustee Dodman as did Superintendent McKay. Superintendent McKay also met with a number of other athletic apparel vendors. Director Costello explained that the LKDSB must follow the government Broader Public Sector Procurement Directive (BPS) when making purchases. He commented on the practice in many school boards that is akin to nepotism and confirmed that schools can no longer call a local person to purchase athletic wear. They must follow the procurement guidelines to save tax payer dollars and show transparency. He acknowledged it is a difficult situation for the suppliers. He stated that he did not send a letter to anyone that their services were no longer necessary. He noted that it is not the LKDSB's job to inform companies. It is the companies' responsibility to know the law and advised that information was posted on the LKDSB website. He confirmed that Administration would never retaliate on an employee. He advised that school Booster Clubs fund raising dollars in the name of schools now flow through school accounts and fall under Canada Revenue regulations. Administration is not trying to shut down Booster Clubs.

Administration had a meeting last week with the LKDSB physical education curriculum leaders to explain the requirements of the BPS directives and the changes to the purchasing process. Director Costello commented that the individual that contacted Trustee Dodman seemed pleased with the Director's explanation when he spoke with him last week. He encouraged the individual to send the letter he received to Director Costello. Superintendent McKay explained that school boards must follow the BPS directives, it is not optional. The LKDSB is audited each year to make sure the LKDSB has competitive bids. There can be no more local preference in tender bids. Superintendent McKay explained that the BPS directives have been in effect since 2011. Administration has analysed the spend in areas and moved the big spends over in 2011. The LKDSB spends approximately \$300,000 a year on sports trophies and apparel. This spending must conform to the BPS directives. He explained that school boards, colleges and universities belong to the Ontario Education Collaborative Market Place (OECM) to take advantage of procurement opportunities. He advised that they took the local vendors through the process and how they can be involved with the OECM when they met with them. There are some local success stories who are now expanding their business. Superintendent McKay advised that they have not cut out the local vendors. He confirmed that they provided the vendors with information on the OECM and information on how they could get on the list. They were given contact information and names. The bidding process was reviewed and they were provided with the information on the LKDSB website on how to sign up to receive LKDSB emails in their categories to create more opportunities for them. He also talked to the staff at OECM. Vice-Chair Hudie noted that the successful bidders tonight were local companies.

In response to Trustee Murphy's questions Director Costello commented that the guidelines are not designed to make life easy for the LKDSB or vendors and confirmed that no additional staff have been added to the purchasing department. He explained that there is a \$1,500 threshold for requiring three bids. He advised that the BPS directives do not apply when parents pay directly to the vendor. Superintendent McKay confirmed that if the dollars do not go through the LKDSB, it is considered a private transaction.

Future Agenda Item

Trustee Dodman referred to the CBC program on the Vimy celebrations and suggested that the WDSS Student featured on the program be invited to attend a Board Meeting to talk about his experience. Director Costello advised that Raymond Yang was a former student senator and that he would reach out to Raymond.

Announcements

The next Regular Board Meeting will be held on Tuesday, April 25, 2017, 7:00 p.m. at the Chatham Education Centre.

Adjournment  
9:32 p.m.

There being no further business, Vice-Chair Hudie declared the meeting adjourned at 9:32 p.m.

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Chair of the Board

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Director of Education and Secretary of the Board

**REGULAR BOARD, PUBLIC SESSION**

**REPORT TO BOARD**

**FROM:** Jim Costello, Director of Education

**DATE:** April 25, 2017

**SUBJECT:** Policy and Regulations *Extra-Curricular Programs*

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The policy and regulations on *Extra-Curricular Programs* have been reviewed as part of the LKDSB cyclical review.

Changes to the policy are not recommended. The document continues to reflect the philosophy of the LKDSB.

Regulation #4 and #6 were revised to provide further calcification around the collection of user fees to cover the cost of the extra-curricular program when necessary.

**Recommendation:**

**“That the Board approve the review of the policy and the revised regulations on *Extra-Curricular Programs*.”**



## **POLICY**

<b>SUBJECT:      Extra-Curricular Programs</b>
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It is the policy of the Lambton Kent District School Board to encourage and promote a comprehensive extra-curricular program in its schools.

Changes are not recommended.

Implementation Date:      September 28, 1999  
Reviewed:                      June 10, 2008  
Revised:                        November 26, 2013

References: LKDSB Regulations



## REGULATIONS

**SUBJECT: Extra-Curricular Programs**

### Definitions

Extra-Curricular Programs include intramural and interschool programs such as school clubs, athletics, musicals and recreational activities. To meet the needs of a wide variety of students whose abilities and interests vary greatly, schools should attempt to provide many different kinds of activities.

1. Principals with due regard for the safety and security of students, staff and volunteers, supervise and approve all aspects of the extra-curricular program.
2. Principals must ensure that the integrity of the academic program is not disrupted.
3. Any student who participates in the extra-curricular program must have on file, completed, signed consent and/or medical forms as required.
4. The Board permits schools to engage in fundraising activities **and to charge user fees on a cost recovery/not-for-profit basis to support extra-curricular programs.**
5. Every school must ensure equity of access in the extra-curricular programs available at the school.
6. **Any fees associated with extra-curricular programs are set at the school level by the principal and will be reviewed (upon request) by the Superintendent responsible for the school. ~~User fees will be reviewed on an annual basis by the Superintendent responsible for secondary schools.~~**

**DRAFT**

Implementation Date: October 26, 2000  
Revised: September 24, 2002, June 10, 2008  
Reviewed: November 26, 2013  
Reference: LKDSB Policy

**BOARD REPORT  
REGULAR BOARD, PUBLIC SESSION**

**REPORT NO: B-17-42**

**Memorandum To:** Jim Costello, Director of Education

**FROM:** Brian McKay, Superintendent of Business

**DATE:** April 25, 2017

**SUBJECT:** Tender Award – Water Main Replacement at Alexander Mackenzie Secondary School (AMSS)

One tender was received electronically and opened on April 18, 2017. Bid result is as follows (\*\* indicates successful bidder):

<b>PROJECT BIDDER</b>	<b>TOTAL BID (nic. h.s.t.)</b>
<b>** Wellington Builders Inc., Forest, ON.</b>	<b>254,000.</b>

<b>PROJECT SUMMARY</b>	
Successful Bid Total (nic. h.s.t.)	254,000.00
Design Fees	17,780.00
Net HST	5,870.45
<b>Total Project This Report:</b>	<b>277,650.45</b>
Budget Funding:	
- -School Renewal (2016-17)	277,650.45
<b>Total Project Budget:</b>	<b>\$ 277,650.45</b>

**Recommendation:**

**That the Board award the tender to the successful bidder, Wellington Builders Inc., Forest, ON.**



**Walpole Island  
First Nation**

**BOARD OF  
EDUCATION**

(c/o) Bkejwanong  
Kinomaagewgamig

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Mr. Jim Costello  
Director of Education  
Lambton-Kent District School Board  
[trish.johnston@lkdsb.net](mailto:trish.johnston@lkdsb.net)

April 7, 2017

**RE: First Nations Superintendent at LKDSB**

Dear Mr. Jim Costello,

Lambton Kent District School Board serves communities within the boundaries of Lambton and Kent counties in southwestern Ontario including students of the four First Nation communities of Walpole Island, Delaware, Aamjiwnaang and Kettle and Stony Point First Nations. The LKDSB has had some administrative changes over the past year with respect to the First Nation education portfolio.

In the spirit of reconciliation and in recognition of these senior administration changes, Walpole Island First Nation would like to initiate and engage in dialogue that recognizes the need to mobilize the TRC Calls to Action. Specifically, we are calling the Lambton Kent District School Board (LKDSB), in consultation and collaboration with the Four First Nations, to establish three positions, most notably, a **First Nations Superintendent** position. A First Nations Superintendent at LKDSB would be dedicated to increasing the capacity of the Board to respond to the learning and cultural needs of First Nations students, and equally, to address the TRC Calls to Action as to *foster success for every student every day*.

We request that this letter be placed on the agenda for the LKDSB meeting scheduled for April 25, 2017.

The WIFN Board of Education has articulated their position regarding these three positions at LKDSB as follows:

- Firstly, that a First Nation Superintendent of Education role be identified with lead responsibility for indigenous education with LKDSB;
- Secondly, that a role be established at the teacher-consultant level with lead responsibility for Indigenous language teaching and learning;
- Thirdly, that the LKDSB review the current wage level for unqualified teachers of Indigenous languages and see a more equitable level of compensation for these individuals in the provision of this specialized instruction.

WIFN BOE requests that the LKDSB consider supporting this call to action.

Please feel free to contact either Anika Altman, WIFN Board of Education representative to Indigenous Liaison Committee of LKDSB, or Everett Kicknosway, Interim Education Program Manager, at the Walpole Island Education Program if you have any further questions, or require any further information.

Sincerely,

Mr. Dan Miskokomon  
Chief/Gimaa, Bkejwanong Territory (Walpole Island First Nation)

c. Four First Nations (FFNEA)