

PRESENT:

Trustees: Chair Jane Bryce, Vice-Chair Elizabeth Hudie, Randy Campbell, Ruth Ann Dodman, Dave Douglas, Jack Fletcher, Tom McGregor, Scott McKinlay, Lareina Rising, Shannon Sasseville

Student Trustee Elisabeth Guthrie, Evan Rogers

Staff: Director of Education Jim Costello, Superintendent of Business Brian McKay, Superintendents of Education, Angie Barrese, Gary Girardi, Helen Lane, Taf Lounsbury and Mark Sherman and Public Relations Officer Heather Hughes

Regrets: Trustee Bob Murphy and Superintendent Phil Warner

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.

#2017-159
Approval of the Agenda
Oct/10/2017

Moved by Scott McKinlay, seconded by Elizabeth Hudie,
"That the Agenda for the Regular Board Meeting Public Session of
October 10, 2017 be approved."

CARRIED.

Declaration of Conflict of
Interest:

None.

#2017-160
Approval of Minutes
Sept/26/2017

Moved by Jack Fletcher, seconded by Lareina Rising,
"That the Board approve the Minutes of the Regular Board Meeting of
September 26, 2017."

CARRIED.

Business Arising

Director Costello referred to the discussion on the policy and regulations on *Occupational Health and Safety* on page 6. CUPE respectfully recommended that students not be added to the regulation as it covers employees. Trustees agreed not to add students to the first paragraph of the regulation. Superintendent Sherman advised that students are covered under different legislation and that co-operative education students are covered under work agreements.

Director Costello referred to the discussions about the annual evaluation and resulting plan for improvements referred to in #7 of the Occupational Health and Safety regulation. He advised that he spoke with the LKDSB Health and Safety Officer Wendy Pitvor about the report. She advised that it is a requirement of the Health and Safety Act to conduct audits each year and produce and overall improvement plan. Trustees passed a Motion at the September 26, 2017 Board Meeting for a report to be presented annually to the Board for information. A report will be placed on the October 24, 2017 Board Agenda and Wendy Pitvor will be invited to attend.

#2017-161
Action of the Regular
Board Private Session be
the Action of the Board

Moved by Elizabeth Hudie, seconded by Jack Fletcher,
"That the Action of the Board in Private Session be the Action of the
Board."

CARRIED.

Policy and Regulations on
Privacy of Information

Director Costello explained that the policy and regulations on *Privacy of Information* have been reviewed as part of the LKDSB cyclical review. Changes

- Report B-17-137 are not recommended to the policy. The document continues to reflect the philosophy of the LKDSB. The regulation was revised to include a clause requiring all employees to complete an online Annual Privacy and Information Management Declaration. Failure to comply with the terms of the Declaration and the LKDSB Privacy Policy and Regulations and relevant legislation may result in administrative and/or disciplinary action up to and including termination of employment. He explained that the contents of the LKDSB *Confidentiality* policy and regulations have been combined with this policy and regulation.
- #2017-162
Policy and Regulations on
Privacy of Information
Approved Moved by Ruth Ann Dodman, seconded by Tom McGregor,
"That the Board approve the review of the policy and revised regulations on
Privacy of Information."
- It was confirmed that Trustees are covered under the regulations. It was agreed that the word trustee would be added to regulation #5.
Director Costello confirmed that the LKDSB Administrative Procedure on *Privacy Breach of Protocol* outlines the steps staff follow when a breach occurs. The Director and Superintendents advised that the importance of protecting and maintaining student confidentiality is reinforced with staff on a regular basis. Chair Bryce confirmed that the Trustee Code of Conduct covers privacy as well.
CARRIED.
- #2017-163
Policy and Regulations on
Confidentiality
Report B-17-138 Director Costello advised that the policy and regulations on *Confidentiality* have been reviewed as part of the LKDSB cyclical review. Executive Council is recommending that the policy and regulation on *Confidentiality* be rescinded. The components of the documents are now covered in the *Privacy of Information* policy and regulations.
- Moved by Scott McKinlay, seconded by Elizabeth Hudie,
"That the Board rescind the policy and regulations on *Confidentiality.*"
CARRIED.
- Policy and Regulations on
*Performance of Medical
and Physical Procedures
for Students*
Report B-17-139 Director Costello reported that the policy and regulations on *Performance of Medical and Physical Procedures for Students* have been reviewed as part of the LKDSB cyclical review. Changes are not recommended to the policy. The document continues to reflect the philosophy of the LKDSB.
He advised that the members of the Special Education Department consulted with the many local agencies and professionals to ensure that the regulations reflected the current practices and requirements. A preamble was added to clarify that the primary responsibility for provision of the required services and medical/health procedures belongs to parents/guardians and health professionals. Other additions to the regulation are proposed to clarify certain points. Director Costello explained that on September 2018, the Ministry will be issuing a memorandum on the *Provision of Health Support Services in School Settings*. Superintendent Barrese presented the changes in the regulations. She advised that many of the measures in place are to avoid the exclusion of students who otherwise are entitled to attend school.
She explained that there are a number of Administrative Procedures associated with the policy and regulations that cover different medical situations.
- Administration of Medication (A-SE-302.1)
 - Provision of Health Support Services in Schools (A-SE-302.2)
 - Students with Anaphylaxis (A-SE-302.3)
 - Diabetes Management (A-SE-302.4)
 - Asthma Management (A-SE-302.5)

- Seizure Disorders (A-SE-302.6) (new)

#2017-164
Policy and Regulations on
*Performance of Medical
and Physical Procedures
for Students*

Moved by Randy Campbell, seconded by Tom McGregor,

“That the Board approve the review of the policy and the revised regulations on *Performance of Medical and Physical Procedures for Students.*”

Superintendent Barrese commented on situations when the Board may have to defer the admission of a student to make sure the proper supports for the student’s care are in place. Director Costello advised that there have been times when students with multiple exceptionalities have moved into the LKDSB area and staff had to gather information prior to admitting the students to school.

It was agreed that regulation #6 would be revised to read *The principal will arrange the necessary training for school personnel. Appropriate health care professionals and/or agencies may be contacted for consultation and training support after appropriate consents have been obtained.*

Superintendent Barrese confirmed that the administration of short term antibiotics at school is covered under the LKDSB Administrative Procedure *Administration of Medication.*

Superintendent Barrese clarified that in regulation #6 the training provided would be student specific. Other training, like Asthma management and EpiPen training, is done annually.

CARRIED.

Report on the Ministry’s
Student Trustee
Orientation Session
Report B-17-140

Student Trustee Rogers reported on the August 9, 2017 Ministry of Education online orientation session he participated in about the role of student trustees. The orientation was conducted through an adobe connect session hosted by Brian Jones, an Education Officer at the Ministry of Education as well as, Noah Gollan, a Junior Policy Analyst at the Ministry of Education. In the session, there was about 9 other student trustees from across the province. To start off, the facilitators shared some interesting facts which I will share with you. There are approximately 2 million students in the Ontario education system, spread across 72 school boards of which 31 are English public like the Lambton Kent District School Board. Out of the 72 school boards, there are 676 adult trustees, 23 FNMI trustees and 126 student trustees. The facilitators shared 4 goals of the Ministry of Education: achieving excellence, ensuring equity, promoting well-being and enhancing public confidence in the education system.

Brian Jones then introduced the student trustees to the “education partnership table”. It was this part where he informed the student trustees that their presence and voice are important in the education talks across the province. Ministry funded opportunities such as: Speak Up and Speak Up in a Box projects and Students as Researchers (STAR) projects.

Roles and responsibilities as well as suggestions were shared with the attendees. Opportunities such as serving on board committees and attending official functions as a student trustee were mentioned as well as, being conscious of all student voices and being clear on whether you are speaking about opinions of the board or personal opinions were stressed throughout the session. Student Trustee Rogers noted that one concept was clearly expressed throughout the session. The importance and influence of student voice is real and needs to be practiced through all levels of the education system. Student Trustee Rogers stated that, in his opinion, that the Lambton-Kent District School Board, is committed to student voice through instances such as project myLKDSB as well as their support of student trustees and student senate.

	<p>Continued improvement is a necessity in the education system and I feel that as a whole, we can instill meaningful and lasting change. Chair Bryce thanked Student Trustee Rogers for participating in the orientation session.</p>
<p>Special Education Advisory Committee Report Report B-17-141</p>	<p>Trustee Fletcher reported on the Special Education Advisory Committee (SEAC) Meeting held on September 14, 2017. A good portion of the meeting was spent identifying areas of interest for potential presentations during the 2017/2018 school year. The Special Education Team will review the information and develop the schedule of presentations/activities for the SEAC Meetings during this school year. Vice-Chair Hudie commented on the review of the 2016/2017 data on exceptional students suspected (out-of-school) by school year and exceptionality. There has been a significant decline in out-of-school-suspensions that can be attributed to the LKDSB's efforts to be inclusive, and to help students to express themselves in ways that are appropriate. Discipline given to a student is generally progressive in nature; this method addresses the issues head on and helps to reduce the number of out-of-school and/or multi-day suspensions. She noted that the LKDSB staff very rarely identifies a student with an exceptionality of 'behaviour' because identifying students with that exceptionality creates a negative connotation that is not helpful to the student as they strive to be successful. For the most part, students who are identified with a 'behaviour' exceptionality come to the LKDSB from other school boards and, often, the LKDSB staff re-evaluate the student to change the exceptionality.</p>
<p>Supervised Alternative Learning Committee Summary 2016/2017 School Year Report B-17-142</p>	<p>Trustee Campbell provided a summary of the Supervised Alternative Learning (SAL) Committee Meetings held during the 2016/2017 school year. He outlined the members of the SAL Committee which included Trustees Bryce, Dodman, Fletcher and Campbell. He advised that students in the program attempted 193 credits over the year and earned 88 credits. The LKDSB continues to have an active Supervised Alternative Learning Program during the 2017/2018 school year. The students in this program are working toward either an Ontario Secondary School Certificate (OSSC) or an Ontario Secondary School Diploma (OSSD). Superintendent Sherman commented on the increase in the success rate of credits earned.</p>
<p>Ad Hoc Naming Committee for the Consolidated John N. Given Public School and Tecumseh Public School Report B-17-143</p>	<p>Trustee Dodman reported on the Meeting of the Ad Hoc Naming Committee for the Consolidated John N. Given and Tecumseh Public School held on October 4, 2017. She commented that there was very good participation and enthusiasm among the members. It was a very positive meeting. The members of the Ad Hoc Naming Committee plan to seek input on keeping the name Tecumseh Public School. Members felt that the name Tecumseh is historical to the area with Tecumseh Public School and Tecumseh Park in downtown Chatham. Tecumseh was a significant person in Canadian history and has a connection to First Nation Communities. In Chatham-Kent there is also the Tecumseh Parkway that follows the Thames River and includes a stop at the Tecumseh Monument commemorating the Native Leader as a figure of national importance. Trustee Dodman outlined the process for individuals to provide input. On the LKDSB website, under the ARC – Ad Hoc Naming Committee for the Consolidated John N. Given and Tecumseh Public School section, an electronic form will be available for stakeholders to provide input and rationale. The option of printing off the form and submitting a hardcopy by mail or drop off will also be available. Hard copies may be placed in drop boxes at the schools or the Chatham Board Office. Electronic submission and hard copy submissions</p>

- will be accepted from October 16 to October 27, 2017.
Members also discussed the possibility of forming a school committee in the future to consider renaming a portion of the school to reflect the John N. Given name.
The Ad Hoc Committee will meet again on November 2, 2017 to determine next steps. A final recommendation on a name is expected to be presented to the Board for approval at the November 28, 2017 Board Meeting. Trustee Dodman acknowledged Trustee Sasseville's input at the meeting.
- Parent Involvement
Committee Report
- Director Costello reported on the Parent Involvement Committee (PIC) Meeting held on October 2, 2017 at the Chatham Education Centre. The May meeting will be held at the Sarnia Education Centre. The rest of the meetings are held via video conference from the two Board Offices. Director Costello advised that 14 members were present including Trustee Dodman. He noted that there are some new representatives on PIC this year. He advised that the PIC By-laws were reviewed at the meeting and an update on pupil accommodation was shared. PIC members were informed of the School Cash Online project being piloted in some LKDSB schools this year. The LKDSB PIC is assisting with co-sponsoring two parent evenings with the coterminous school board. The LKDSB received a Regional Parent Reaching Out (PRO) Grant to host the events on October 25 in Sarnia (St. Patrick's Catholic High School) and October 26 in Chatham (Winston Churchill Public School). Dr. Dean Kriellaars will speak on the topic of Physical Literacy.
Other LKDSB schools received PRO grants totaling \$19,850. Individual schools can receive up to \$1,000 to offer engagement events for parents.
Director Costello confirmed the balance of members between secondary and elementary school representatives.
- Trustee Questions
- In response to Trustee Campbell's question, Superintendent McKay confirmed that the local bus operators do not have any electric school buses on the roads. He is not aware that any applied for funding for electric buses but will follow up with the Manager of the Transportation consortium (CLASS).

In response to Student Trustee Rogers's question about the possibility of the LKDSB and the coterminous school board using a joint facility, Director Costello advised that the Chair and Director of both school boards are meeting on October 17, 2017 to discuss the topic.
- Announcements
- The next Regular Board Meeting will be held on Tuesday, October 24, 2017, 7:00 p.m. at the Sarnia Education Centre.
- Adjournment 8:03 p.m.
- There being no further business, Chair Bryce declared the meeting adjourned at 8:03 p.m.

Chair of the Board

Director of Education and Secretary of the Board