

**PRESENT:**

- Trustees: Chair Elizabeth Hudie, Vice-Chair Scott McKinlay, Randy Campbell, Ruth Ann Dodman, Jack Fletcher, Tom McGregor, Scott McKinlay, Bob Murphy, Lareina Rising (via teleconference), Shannon Sasseville (via teleconference)
- Student Trustee Evan Rogers
- Staff: Director of Education Jim Costello, Superintendent of Business Brian McKay, Superintendents of Education, Angie Barrese, Gary Girardi, Helen Lane, Taf Lounsbury, Mark Sherman and Phil Warner and Heather Hughes, Public Relations Officer
- Regrets: Trustees Jane Bryce and Dave Douglas, Student Trustee Elisabeth Guthrie
- Recording Secretary: Trish Johnston, Executive Assistant and Communications Officer
- Call to Order: Chair Hudie called the meeting to order at 7:00 p.m.  
Chair Hudie read the Traditional Territorial Acknowledgement.  
Chair Hudie read an in Memoriam for Elementary Teacher Melissa Vandeborn Dinunzio. A moment of silence was observed.
- #2018-16  
Approval of the Agenda  
Jan/16/2018  
Moved by Tom McGregor, seconded by Randy Campbell,  
"That the Agenda for the Regular Board Meeting Public Session of  
January 16, 2018 be approved."  
CARRIED.
- Declaration of Conflict of  
Interest: No declarations of conflict of interest were issued.
- #2018-17  
Approval of Minutes  
Nov/28/2017  
Moved by Jack Fletcher, seconded by Tom McGregor,  
"That the Board approve the Minutes of the Regular Board Meeting of  
November 28, 2017."  
CARRIED.
- #2018-18  
Approval of Organization  
Minutes Dec/5/2017  
Moved by Scott McKinlay, seconded by Randy Campbell,  
"That the Board approve the Minutes of the Organization Meeting held on  
December 5, 2017."  
CARRIED.
- Business Arising  
Director Costello referred to the previous discussions regarding the LKDSB Occupational Health and Safety Annual Review on page 11 of the November 28, 2017 Board Minutes. He shared the Occupational Health and Safety data terminology and explained that Administration is not able to obtain data on injuries sustained by employees of LKDSB third party service providers.
- Motions Emanating from  
Regular Board Private  
Session  
Moved by Scott McKinlay, seconded by Tom McGregor,  
"That the Board approve the LKDSB Executive Compensation Plan for the  
Director of Education and Superintendents of Education and Business,  
dated November 7, 2017, effective September 1, 2017."  
CARRIED
- #2018-19  
Action of the Regular  
Board Private Session be  
the Action of the Board  
Moved by Scott McKinlay, seconded by Jack Fletcher,  
"That the Action of the Board in Private Session be the Action of the  
Board."  
CARRIED.

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| Questions from the Public  | None  |
| #2018-20<br>Policy and Regulations on<br><i>Electronic Meetings</i><br>Report B-18-07                        | Director Costello explained that the policy and regulations on <i>Electronic Meetings</i> have been reviewed as part of the LKDSB cyclical review. He noted that two Trustees were participating in the Board Meeting via teleconference.<br><br>Moved by Jack Fletcher, seconded by Ruth Ann Dodman,<br><br>"That the Board approve the review of the policy and regulations on <i>Electronic Meetings</i> ."<br><br>CARRIED.  |
| #2018-21<br>Policy and Regulations on<br><i>School Food and Beverages</i><br>Report B-17-08                  | Director Costello advised that the policy and regulations on <i>School Food and Beverages</i> has been reviewed as part of the LKDSB cyclical review. One change was made to the regulations to remove the reference to the phase in stage of the Ministry requirements.<br><br>Moved by Scott McKinlay, seconded by Randy Campbell,<br><br>"That the Board approve the review of the policy and the revised regulations on <i>School Food and Beverages</i> ."<br><br>CARRIED.   |
| #2018-22<br>Policy and Regulations on<br><i>Student Fund Raising and Canvassing</i><br>Report B-18-09        | Director Costello advised that the policy and regulations on <i>Student Fund Raising and Canvassing</i> was reviewed as part of the LKDSB cyclical review. The documents continue to reflect the philosophy of the LKDSB.<br><br>Moved by Ruth Ann Dodman, seconded by Jack Fletcher,<br><br>"That the Board approve the review of the policy and regulations on <i>Student Fund Raising and Canvassing</i> ."<br><br>CARRIED.  |
| #2018-23<br>Policy and Regulations on<br><i>Accessibility Standards – Customer Service</i><br>Report B-18-10 | Director Costello explained that the policy and regulations on <i>Accessibility Standards – Customer Service</i> have been reviewed as part of the LKDSB cyclical review. Changes have been made to the regulations to reflect accommodation requirements and the mandatory training for volunteers.<br><br>Moved by Tom McGregor, seconded Ruth Ann Dodman,<br><br>"That the Board approve the review of the policy and revised regulations on <i>Accessibility Standards – Customer Service</i> ."<br><br>Director Costello confirmed that the mandatory training is provided online for staff and volunteers and is viewed as part of the sign-up process. Director Costello explained that it is the principals' responsibility to make sure current volunteers view the online training video.<br><br>CARRIED. |
| Policy and Regulations on<br><i>School Council</i><br>Report B-18-11   | Director Costello advised that the policy and regulations on <i>School Councils</i> have been reviewed as part of the LKDSB cyclical review. The introductory statement from the policy has been added to the regulations. Revisions have been made to the regulations to reflect the election/selection process for school council members and to add flexibility in the number of school council members. Other housekeeping changes have been made for clarification.  |
| #2018-24<br>Policy and Regulations on<br><i>School Council</i>   | Moved by Ruth Ann Dodman, seconded by Jack Fletcher,<br><br>"That the Board approve the revised policy and regulations on <i>School Councils</i> ."   |

Director Costello advised that principals are encouraged to review the document with interested parents and with School Council members at the first meeting each year. He commented on the willingness of parents to participate on School Councils noting that often they serve for more than one year. Director Costello stated that he believes all LKDSB schools have School Councils in place for the 2017/2018 school year.

CARRIED.

Appointment of Auditors  
Report B-18-12

Superintendent McKay explained that per Ontario Regulation 361/10, the LKDSB Audit Committee has the duty to review, at least once in each fiscal year, the performance of the external auditor. At the Audit Committee meeting of October 30, 2017, the Committee approved to proceed with a Request for Proposal (RFP) for the Board's Auditing firm. The RFP process was completed and there was no change in the external auditor, Bailey Kearney Ferguson LLP. The appointment of the External Auditor usually takes place at the Board's Annual Organizational Meeting.

#2018-25  
Appointment of the LKDSB  
Auditors for 2018

Moved by Tom McGregor, seconded by Scott McKinlay,

"That the Board appoint the auditing firm of Bailey Kearney Ferguson LLP as the LKDSB official auditor for the term December 2017 to November 2018."

Trustee McGregor commented that it was with reluctance the members of the Audit Committee chose to issue a RFP because they did not have any concerns with the firm. It was issued as part of the review process. He stated that he was glad to see that Bailey Kearney Ferguson LLP were the successful firm because they have a great working relationships with the LKDSB staff and members of the Audit Committee.

CARRIED.

RFP Award – LED Lighting  
Retrofit  
Report B-18-13

Superintendent McKay advised that the Requests For Proposals (RFP) were received electronically by LKDSB staff on October 26, 2017. He explained that the RFP awards were not based solely on the lowest bid price. Contract awards were based on an evaluation score card completed by LKDSB staff from the Purchasing, Plant and Maintenance Departments and the Consultant. The total cost of the project is \$2,299,090.16, which includes the successful bid of \$2,132,146.85, design fees of \$118,232.93 and HST of \$48,610.38. He explained that the LKDSB will receive \$400,000 in incentives that will be reinvested into the system. The annual anticipated savings is approximately \$500,000. The project is funded from the School Condition Improvement funding.

#2018-26  
RFP Award – LED Lighting  
Retrofit

Moved by Jack Fletcher, seconded by Randy Campbell,

"That the Board award the RFP to the successful bidders as outlined in Report B-18-13."

Superintendent McKay confirmed that the \$400,000 will be reinvested in other capital projects. He advised that the design fee covers the cost of incorporating the new fixtures into the electrical systems in the schools. He explained that the LKDSB pays the 13% HST and received all of it back except for 2.16%.

CARRIED.

Parental Involvement  
Committee (PIC) Report

Director Costello reported on the Parental Involvement Committee (PIC) Meeting held on November 27, 2017. Feedback was shared on the PIC

sponsored evening featuring Dr. Dean Kriellaars's presentation on how physical activity can help people become physically and mentally healthier. About 140 people attended the sessions held in Sarnia and Chatham. An update was provided on the KEV School Cash Online project that is being piloted in 20 LKDSB schools. Schools volunteered to be part of the pilot project. It will ultimately be in all LKDSB schools. A strong majority of parent/guardian support is needed at a school to achieve efficiencies. Superintendent McKay confirmed that Administration will not force the adoption of the program if there is a school community that is opposed to it. He advised that feedback from the schools has been very positive.

Director's Annual Report  
2016/2017  
Report B-18-14

Director Costello advised that the Director's Annual Report for 2016/2017 outlines the activities undertaken to achieve the LKDSB strategic priorities as well as ongoing efforts to enhance student achievement. The Director's Report will be submitted to the Ministry of Education and posted on the LKDSB website by January 31. Director Costello acknowledged the contributions of Public Relations Officer Hughes on the creation of the report. Trustees expressed support for the design and content of the report.

Regarding the LKDSB International Education Program, Director Costello confirmed that the LKDSB works with Lambton College in some areas of recruitment and to a lesser extent with St. Clair College. This year, there are 160 students from 27 countries at LKDSB schools. Members of the LKDSB International Education Department will be presenting to Trustees on March 27, 2018.

Student Trustee Rogers commented on the staff mental health training outlined in the Report. He advised that the Ontario Student Trustee Association (OSTA) will be requesting that the new government provide funding for the training of students. Director Costello advised that he is aware of the OSTA recommendations and confirmed that the Mental Health Assist funding is for staff training to help students. Administration has concerns about students taking on the responsibility of helping other students. He expects that the gouvernement may provide funding for students to help themselves and perhaps peer supports. Director Costello advised that when the new LKDSB Mental Health Lead has been hired, a summary on supports available to students will be brought to the Trustees in the Spring. In response to Student Trustee Rogers question about the LKDSB providing training for students without Ministry funding, Director Costello confirmed that mental health training for students would not be provided without consulting with local Medical Officers of Health. Trustee Fletcher commented on his experience at the College level and advised that the students he worked with were in support roles in conjunction with professional staff. Students were to encourage students to seek professional help.

Indigenous Student  
Trustee Position on the  
LKDSB  
Report B-18-15

Director Costello advised that at the November Board Meeting, Trustees passed the following Motion - *"That the Board investigate the possibility of adding an Indigenous Student Trustee to the Lambton Kent District School Board."* He explained that Administration investigated the requirements in the Education Act, funding for the position, the process used by Thames Valley District School Board to elect an Indigenous Student Trustee, LKDSB Policies, Regulations and Administrative Procedures. He confirmed that there is a provision in the Education Act for school boards to have up to three student trustees. Funding for three student trustee positions is included in the Ministry Grants for Student Needs (GSN). If the position is created by the Board, it is proposed that LKDSB

self-identified First Nation secondary students elect the Indigenous Student Trustee using a similar process used to elect the current LKDSB Student Trustees. Student Senate members elect Student Trustees. The members of the LKDSB Indigenous Liaison Committee would be consulted and could assist with publicizing the opportunity. Director Costello confirmed that, based on the information gathered, the implementation of an Indigenous Student Trustee position at the LKDSB is achievable. He explained that if the Board decides to implement the position of a LKDSB Indigenous Student Trustee, Administration would revise the LKDSB Policy and Regulations on *Student Trustees* for Board approval.

Student Trustee Rogers suggested that a Motion be made by a Trustee to approve the Indigenous Student Trustee position for the LKDSB.

#2018-27  
Indigenous Student  
Trustee Position on the  
LKDSB Approved

Moved by Ruth Ann Dodman, seconded Bob Murphy,

“That the Board approve the Indigenous Student Trustee position for the Lambton Kent District School Board.”

Trustee Dodman requested a Recorded Vote.

Trustee Murphy expressed support for the Indigenous Student Trustee position to be elected following the same process as the other Student Trustee positions. The candidates and voting students could attend the same Spring Student Senate Meeting. He supported integrating the election process for the three Student Trustee positions. Director Costello commented that two Self-Identified First Nation students from each secondary school could be invited to attend the Student Senate Meeting to listen to the candidates' presentations and vote to elect the Indigenous Student Trustee.

Trustee Rising concurred with the Director's position on how the Indigenous Student Trustee should be elected. She expressed support for students to elect the Indigenous Student Trustee. The election process could be shared with the members of the Indigenous Liaison Committee but the Indigenous Student Trustee should be elected by students.

The position will be effective for the 2018/2019 school year.

Recorded Vote.

Non-Binding Vote

Evan Rogers Yes

Binding Vote

Ruth Ann Dodman Yes

Randy Campbell Yes

Bob Murphy Yes

Scott McKinlay Yes

Tom McGregor Yes

Jack Fletcher Yes

Elizabeth Hudie Yes

Lareina Rising Yes

Shannon Sasseville Yes

CARRIED.

Announcements

The next Regular Board Meeting will be held on Tuesday, January 30, 2018, 7:00 p.m. at the Sarnia Education Centre.

Adjournment  
8:45 p.m.

There being no further business, Chair Hudie declared the meeting adjourned  
at 8:45 p.m.

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Chair of the Board

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Director of Education and Secretary of the Board