

**PRESENT:**

Trustees:	Chair Jane Bryce, Vice-Chair Randy Campbell, Greg Agar, Janet Barnes, Ruth Ann Dodman, Dave Douglas, Jack Fletcher, Brittany Jenkins, Lareina Rising
Staff:	Director of Education Jim Costello, Superintendent of Business Brian McKay, Superintendents of Education, Angie Barrese, Gary Girardi, Helen Lane, Mark Sherman and Public Relations Officer Heather Hughes
Student Trustees:	Autumn Bressette, Lexi Graham and Rihana Kukkad
Regrets:	Trustee Derek Robertson and Superintendent Ben Hazzard
Excused:	Trustee Scott McKinlay
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.
#2019-82 Approval of the Agenda	Moved by Brittany Jenkins, seconded by Greg Agar, "That the Agenda for the Regular Board Meeting of June 11, 2019 be approved." <p style="text-align: right;">CARRIED.</p>
Declaration of Conflict of Interest:	None
#2019-83 Approval of the Minutes May 28, 2019	Moved by Ruth Ann Dodman, seconded by Janet Barnes, "That the Board approve the Minutes of the Regular Board Meeting of May 28, 2019." <p style="text-align: right;">CARRIED.</p>
Business Arising	None
#2019-84 Action of the Regular Board Private Session be the Action of the Board	Moved by Randy Campbell, seconded Jack Fletcher, "That the Action of the Board in Private Session be the Action of the Board." <p style="text-align: right;">CARRIED.</p>
Presentations: Secondary Student Art, Chatham-Kent Schools	Trustee Rising commented on how much she looked forward to being involved in the selection of student art, noting the love and attention that went into the creation of the pieces and how difficult it was to select just three pieces to display in the Chatham Board Office. The Board leases the pieces of art for one year. Trustee Rising invited the student art award recipients to share the inspiration behind their creations. Candace Haddy from Chatham-Kent Secondary School, spoke about her piece titled <i>Where do you belong</i> . Lily Dixon, from John McGregor Secondary School, spoke about her piece called <i>Northern Lights</i> and Abby Russell from Chatham-Kent Secondary School spoke about her piece titled <i>We deny refusal</i> . Chair Bryce acknowledged the contributions of the art teachers and thanked them for attending and inspiring the students. Director Costello congratulated the students commenting on their talents. He referred to the LKDSB Engagement Model noting that the engagement of the students, staff and parents exemplifies the components of it.
Delegations:	None
Questions from the Public	Chair Bryce referenced the sections in the LKDSB Procedural By-laws regarding Questions from the Public during Board Meetings.

- 3.16 ..... 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 his/her designate shall answer the question if the information is immediately available or send a written reply following the meeting; and
  - c) the questioner may ask a follow-up question for clarification.
- 3.17 The Board may limit the number of questioners as it sees fit.

Susan Litwin explained that she was a parent from Ridgetown District High School (RDHS). She referred to the Rural Northern Education Funding Allocation Chart on page 27 of the 2019 LKDSB Capital Plan. She noted that the LKDSB allotted the funding on a per student basis and that this is one of the broad ways that the funding may be used as per the Ministry's Technical Report. She noted that by allotting it on a per student basis more funding goes to bigger schools than smaller schools and that the intention of the funding is to improve elements of smaller schools struggling to stay open. She questioned if the Board had a robust discussion to see if that is strategically the best way to use that money.

Superintendent McKay advised that the Board has had a discussion on how to best allocate the funding. It is felt that for various reasons the per pupil allocation works best for equity and fairness. He confirmed that there is more pressure at play going forward into the 2019/2020 school year and this approach may change in the future.

Superintendent Girardi confirmed that the allocation of this fund is done on a per pupil basis and noted that the Board does provide supports for smaller schools to run programs through other funds. The student population at RDHS next year is about 140 students. This does not generate sufficient staffing dollars to adequately staff the school so funds are pulled from other areas to provide supports for staff in the school. Director Costello noted that fairness is not always sameness. He noted that RDHS Grade 7 and 8 is getting money as well as the secondary school. The per pupil allotment attempts to address equity and fairness. He confirmed that the Board does provide additional staff over the funding at RDHS to maintain student programs and options in the school.

Susan Litwin expressed appreciation for RDHS receiving more than it deserves based on the funding formula. She commented on students jumping ship for other schools and asked at what point are we really not serving those remaining students. She asked strategically, how the Rural Funding could make the most impact. Director Costello commented on the concerns Administration has for RDHS and Blenheim District High School (BDHS) student program options. Administration toured the schools today to look at options like perhaps twinning or doing something on a temporary basis in the future. He advised that the Board would engage with the School Council in any discussions.

Budget Approval for the  
2019/2020 School Year  
Report B-19-56

Superintendent McKay advised that the budget binder information is available electronically and that a new budget binder was created this year that contains information on each school budget and program budget. This binder will be refreshed when the enrolment in each school is confirmed. He advised that the Ministry of Education communications were provided in a separate electronic file. He outlined the budgeting assumptions:

- Balanced budget
- Funding restrictions/reductions
- Compliant budget – EFIS verification

- Use of surplus – must be sustainable
- Tied to Board strategic plan – focus on the classroom

Superintendent McKay advised that the total Provincial Education funding for the 2019/2020 budget year is projected to be \$24.66 billion (2018/2019 - \$24.53 billion), an average of \$12,246 (2018/2019 - \$12,300) per pupil. The LKDSB's funding continues to be negatively impacted by declining enrolment. The LKDSB forecasted average daily enrolment numbers for 2019/2020 are: 21,319 Total Students comprised of 14,491 Elementary and 6,828 Secondary students.

He outlined the funding loss related to the change in class sizes and explained that some funding was provided to cover this loss through the new attrition funding. This funding was included in the Cost Adjustment and Teachers Qualifications and Experience line. In both elementary and secondary panels, the total number of teachers is down due to declining enrolment and the change in class size. He noted that the Local Priorities Fund expires August 31, 2019 and had been used to fund some teaching positions as well as 17 Educational Assistants (EAs). Recently, there has been some indication that this funding may be part of the central negotiations.

Superintendent McKay advised that the 2019/2020 school year budget for the LKDSB totals \$282.12 Million. The LKDSB's revenue forecast is based on the Ministry of Education Grants for Student Needs (GSN) education funding model which generates the operating and school renewal grants. The Board's total revenue of \$282,155,323 is comprised of the following:

- GSN Operating Grants = \$245,937,159.
- GSN Facilities Renewal / Financing Grants = \$24,640,792.
- Tuition Fees from Indigenous & Visa students = \$5,405,489.
- Ministry Funding provided in addition to the GSN = \$598,820.
- Other Capital, Rental, Interest and misc. revenues = \$3,433,063.
- In-year draw from accumulated surplus (former reserves) = \$2,100,000.

Superintendent McKay outlined the key Provincial Education Funding Parameters.

- Class size changes to intermediate (4 to 8) and secondary (9 to 12) grades resulted in reduced pupil foundation grant funding. A newly announced Attrition Protection Allocation was used to fund front line teaching staff with the goal of staffing complement reductions to be realized through teaching retirements and voluntary leaves over a four-year period.
- The Early Childhood Educator (ECE) staffing ratio was reduced from 1.14 FTE to 1.0 FTE. The LKDSB has included the same number of ECE positions in the 2019-20 budget as compared to the 2018-19 budget. The loss in funding was balanced through cuts in other budget areas to ensure that the current ECE complement was maintained for 2019-20.
- \$15.2 million in additional Behaviour Expertise funding was announced for the 2019/2020 school year.
- The Local Priorities Fund (LPF) was established as part of central negotiations for the 2017/2018 school year. This funding is set to expire at the end of the current centrally negotiated contracts on August 31, 2019. Any funding extensions are an issue for the upcoming central collective bargaining process. The LKDSB LPF allocation for the 2018/2019 school year was \$2,571,724 which supported 37.34 FTE of staff.

- Other funding changes included the elimination of the secondary programming amount (LKDSB 2018/2019 allocation - \$571,332), cost adjustment allocation (LKDSB 2018-19 allocation - \$163,706) and the human resource transition supplement (LKDSB 2018/2019 allocation - \$106,702).
- Beginning in 2019/2020, a school board with international student programs will have their GSN operating grants reduced by \$1,300 for each international student that is enrolled with the board. The LKDSB will see a funding reduction of \$145,600 due to this change.
- The Student Transportation grant has been increased provincially by 4% to help boards manage increased costs. Further funding adjustments are possible for boards that run efficient transportation systems.
- 2% increase to the non-staff portion of the Plant operations benchmark to support commodity price increases.

Superintendent McKay explained that the Ministry provides School Condition Improvement (SCI) and Renewal Capital Improvement Funding to keep schools in good operating condition in order to provide a safe and healthy learning environment, ongoing investments are required for repair and renewal work. The Ministry is maintaining SCI and School Renewal funding at \$1.40 billion dollars for 2018/2019. The LKDSB also has the ability to apply for Capital Priorities Grant Funding for specific capital projects, including new schools and large addition/renovation projects. The 2019/2020 capital budget also includes the previously approved Capital Priorities Grant for a day care addition at Indian Creek. The LKDSB received \$1,573,012 for this project. The LKDSB also received approval for the new Kindergarten to Grade 12 school in Forest. This capital grant is not included in the 2019/2020 capital budget as the LKDSB is still involved in land acquisition before proceeding with the design and construction of the school. The total LKDSB capital budget for the 2019/2020 school year will be \$23.18 million which includes the School Condition Improvement, Renewal, Capital Priorities and Board surplus funding.

Superintendent McKay explained the expenses chart. It represents how the LKDSB reports expenditures to the Ministry. He outlined the full time equivalent (FTE) teaching staff reductions over the past 5 years. He outlined the components of the accumulated surplus chart which total 19.6M.

#2019-85  
2019/2020 School Year  
Budget Approval

Moved by Jack Fletcher, seconded by Dave Douglas,

“That the Board approve the 2019/2020 School Year Budget as presented in the amount of \$282,115,323.”

Superintendent McKay confirmed that the staffing levels are a snap shot in time and will be revised to reflect actual enrolment and assignments in the revised estimates at the end of November. Superintendent Girardi explained that Administration continually looks at the staffing of schools based on enrolment predictions and throughout September. Administration makes changes to maximize space and create efficiencies as well as address equitable placement of staff.

Superintendent McKay provided further information on the accumulated surplus. The general funds are unappropriated and may be used for anything. The other items have a specific purpose, like retirement gratuities. He explained that if the Board had a specific need, it could access the general funds. The maximum

amount used cannot be more than 1% of the total budget without getting the approval from the Ministry.

Superintendent Girardi confirmed that this year, the schools are staffed with a lower number of teachers compared to last year. This is due to declining enrolment and changes in funding. Administration anticipates that there will be 27 less teachers in each panel in September. Superintendent Girardi explained that it is not an easy task to identify which courses will not run in September. There will be fewer options and fewer classes at the secondary level.

Superintendent Girardi explained that the number of eLearning lines offered will depend on the courses available. Smaller secondary schools may need to offer more so students can take a variety of courses. Superintendent Girardi offered to bring information to the Board in the fall outlining the impact of the budget changes on the courses running and eLearning courses.

Superintendent Sherman outlined the existing work placements programs, cooperative education options, and skilled trades options available to secondary students as well as the ongoing work done with the local trade unions.

Director Costello confirmed that the Ministry recently invited school boards to volunteer to participate in a provincial audit, funded by the Ministry, to find additional 4% in savings. Director Costello confirmed that Administration has been efficient without damaging programs for students. Administration is constantly looking for efficiencies. Chair Bryce noted that the attrition funding will be reduced each year.

CARRIED.

Chair Bryce thanked the Superintendents for creating efficiencies within their budgets and thanked Superintendent McKay and his team for putting the budget together. She noted the staff reductions.

#2019-86  
Tender Award - Building  
Upgrades at Northern  
Collegiate Institute  
and Vocational School  
Report B-19-57

Superintendent McKay reported on the tender opening for the building upgrades at Northern Collegiate Institute and Vocational School. The School Condition Improvement funding will be used to cover the \$1,791,851.58 cost of the project.

Moved by Ruth Ann Dodman, seconded by Jack Fletcher,

“That the Board award the tender to the successful bidder, Wellington Builders Inc. for the building upgrades at Northern Collegiate Institute and Vocational School.”

Superintendent McKay confirmed that the roof will be done for September and that it is the area near the canopy.

CARRIED.

#2019-87  
Tender Award – HVAC  
Update at Cathcart  
Boulevard Public School  
Report B-19-58

Superintendent McKay reported on the tender opening for the HVAC upgrade at Cathcart Boulevard Public School. The School Condition Improvement funding will be used to cover the \$359,463.88 cost of the project.

Moved by Janet Barnes, seconded by Brittany Jenkins,

“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Limited for the HVAC replacement at Cathcart Boulevard Public School.”

Superintendent McKay confirmed that the Greenhouse Gas and Reductions fund was eliminated by the government for the 2019/2020 school year.

CARRIED.

Process for the  
Performance Appraisal of  
the Director of Education  
Report B-19-59

Chair Bryce advised that the process for the Director of Education's performance appraisal begins annually in June. The performance appraisal is based on the responsibilities outlined in Board Regulation R-AD-101, Job Description for the Director of Education and Secretary of the Board. She explained that the components of the Director's Performance Appraisal Report are outlined in Section 15 of the Procedural By-Laws of the LKDSB and the conditions of the Personal Services Contract. In accordance with article 15.1, prior to the end of the school year, the Director prepares a performance appraisal report and brings it to the Board on the second Board Meeting in June.

The report shall be organized on the achievement of the Board's Vision, Mission and Belief Statements and address the follow matters:

- a) the steps taken and success achieved in implementing Board policy and Strategic Plan;
- b) the steps taken and success achieved in implementing Ministry legislation, regulations and policy;
- c) the effect of Board policy and Ministry policy on the quality of education of the Board's students;
- d) matters raised in reply to the most recent Performance Appraisal Report of the Director;
- e) matters which should be addressed by the Board in the ensuing school year; and
- f) other matters which the Director believes should be brought to the attention of the Board.

In accordance with article 15.3 and prior to the submission of the final report, the Director asks the Board to identify other specific policies and issues it wishes to be addressed in the report. This occurs at the first Board Meeting in June and the Director addresses the items in the report at the following Board Meeting.

At the second Board Meeting in June, the Director presents his performance appraisal report and Trustees ask questions of clarification while the Director is in the room. The Director is then excused from the room and Trustees comment on the report. Based on Trustee input, the Chair of the Board develops the report back to the Director on behalf of the Board and presents it at the August Board Meeting for approval. All reports are presented in Private Session.

Chair Bryce stated that the Board would not be conducting a performance appraisal of the Director of Education in June 2019 due to his retirement on July 31, 2019.

Indigenous Liaison  
Committee  
Report B-19-60

Trustee Rising reported on the Indigenous Liaison Committee Meeting held on May 23, 2019. She noted that Kettle and Stoney Point First Nation will have 24 graduates this year who have applied for post-secondary education. The Fairfield Museum land has been given back to Delaware Nation as it was their original settlement property. The Aamjiwnaang First Nation noted that the Early Years APP has been completed and that a Community Language and Culture Educator has been hired to support the Kindergarten program and Community needs. The Education Service Agreement is almost completed. This coming summer, Western University is partnering with Aamjiwnaang to provide STEM activities for children and that summer camps are being organized.

Trustee Rising advised that at the pre-meeting representatives identified interest in having a more targeted connection and contact with LKDSB Indigenous Lead, Minogizhagad and a collaborative discussion about the Indigenous Rooms that are in some of the schools across the district.

EQAO results and school Administrators reports were shared. The four First Nations are interested in learning of the results of this year's Climate Survey in

the fall. Trustee Rising referenced the discussion about the importance of having the Traditional Territorial Acknowledgement read prior to the playing of O' Canada in our schools. When the Traditional Territorial acknowledgement is read, the person reading it can determine if the participants sit or stand depending on the circumstances.

Elementary Teacher/Board  
Communications  
Committee  
Report B-19-61

Trustee Dodman stated that the Elementary Teacher/Board Communications Committee met on May 28, 2019. Members discussed elementary reporting periods for 2019/2020, absence reporting, violent incident reporting tool, funding, student supports, crisis prevention training, dress code and updating of LKDSB policies to reflect diversity. Director Costello confirmed that there is a LKDSB regulation on Student Dress Code. Individual schools set further guidelines with input from the School Council. Principals work with staff to establish staff dress codes.

LKDSB Capital Plan 2019

Superintendent Girardi advised that this is the fourth year the LKDSB has produced the Capital Plan. He explained that the reference to the Ministry's documents remains the same as last year because Administration is waiting for the Ministry to release the new Public Accommodation Review Guidelines (PARG). He explained that the format of the Capital Plan remained the same as last year and highlighted the new or updated sections. He commented on the Lease Agreements section noting the three new agreements involving the John N. Given Learning Centre in Chatham. He advised that the LKDSB recently sold one of its undeveloped properties and commented on the possible need for the remaining underdeveloped properties in the future. He outlined the community use of the LKDSB schools and the Community Use of Schools grant.

Superintendent Girardi commented on the demographics contained in the report. In the 2018/2019 school year there was a 11.2% decline in overall student population compared to enrolment ten years earlier in the 2009/2010 school year. Enrolment in the LKDSB has experienced decline since amalgamation in 1998. In the 2018/19 school year, elementary enrolment remained stable, with a slight increase of 27 students over the previous school year. Secondary enrolment declined, with a decrease of 100 students over the previous school year. Birth data on a Board-wide basis for the period of 1995 to 2017 illustrates a range in the number of births. The birth graph below shows a relatively stable birth rate occurred from 2004 to 2012. In 2013 and 2014, the birth rate showed a more significant decline. An increase in the birth rate was experienced in 2015. However, the decline continued in 2016, with 2,189 births reported. This is the first time since 2002 that the birth rate has dropped below 2,200 births. An increase in the birth rate was experienced in 2017, with 2,273 births reported. Given the stability of the number of births over the past 5 years, the assumption made in this projection is for marginal declines in the LKDSB future enrollment. The net migration data outlines the movement of people either into or out of the LKDSB catchment area as a permanent resident. From 2009 to 2016, a greater number of youth between the ages 0-16 migrated out of the LKDSB catchment area. Over the last 3 years the net migration into the LKDSB catchment area is greater than the net migration out of the LKDSB catchment area.

By 2029, projections indicate that the overall LKDSB enrolment is expected to decline by approximately 671 students. Enrolment for JK-Grade 8 is projected to decrease by 679 students and enrolment for Grades 9-12 is projected to increase slightly by 8 students.

Superintendent Girardi explained that a total of 252.75 classrooms will be closed in September 2019 for financial savings to offset the loss of provincial operational funding. The LKDSB estimates an annual savings of \$3,000 per

closed classroom, which would result in an overall savings of \$758,250 that can be utilized in other areas. These savings are achieved through the reduction in custodial staff hours and the reduction of supplies and utility costs. A number of factors were considered when determining which classrooms to close. This included school capacity, available spaces, and program needs specific to the school. The number of classrooms closed each year fluctuates and classrooms are opened during the school year if needed.

Chair Bryce advised that the 2019 Capital Plan is available on the LKDSB website and encouraged Trustees to refer local mayors and Chiefs and Councils to it when speaking with them as it is a useful tool for their planning as well.

Forest Area Transition  
Committee Update

Superintendent Girardi reported on the June 5, 2019 Forest Area Transition Committee Meeting held at Bosanquet Central School. Administration provided an update on the efforts to acquire land for the Kindergarten to Grade 12 School. The Transition Committee members hope to bring the schools communities together to promote optimism during the upcoming school year. They agreed to establish several subcommittees. Superintendent Girardi advised that some members of the public that were present at the meeting expressed concerns about staffing levels in the small rural schools. The next meeting is scheduled for October 2, 2019. Chair Bryce advised that a letter was posted informing the community about the Board's ongoing efforts to acquire land for the Kindergarten to Grade 12 School.

Announcements

The next Regular Board Meeting will be held on Tuesday, June 25, 2019, 7:00 p.m. at the Sarnia Education Centre.

Director Costello's Retirement Celebration will be held on June 18, 2019 from 3:00 p.m. to 6:00 p.m. at the Links of Kent Golf Course, Chatham.

Adjournment:  
9:02 p.m.

There being no further business of the Board, Chair Bryce declared the Meeting adjourned at 9:02 p.m.

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Chair of the Board

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Director of Education and  
Secretary of the Board