

**PRESENT:**

**Trustees:** Chair Jane Bryce (via teleconference), Vice-Chair Randy Campbell, Greg Agar, Janet Barnes (via teleconference), Ruth Ann Dodman, Dave Douglas (via teleconference), Brittany Jenkins (via teleconference), Scott McKinlay, Lareina Rising (via teleconference), Derek Robertson

**Staff:** Director of Education John Howitt, Superintendent of Business Brian McKay, Superintendents of Education, Angie Barrese, Gary Girardi, Ben Hazzard, Helen Lane, Mary Mancini, Mark Sherman and Public Relations Officer Heather Hughes

**Student Trustees:** Aurora Bressette, Simon Harris (via teleconference) and Byren Newcombe

**Regrets:** Trustee Jack Fletcher

**Recording Secretary:** Trish Johnston, Executive Assistant and Communications Officer

**Call to Order:** Vice-Chair Campbell called the meeting to order at 7:00 p.m. Trustee Dodman served as Vice-Chair. Director Howitt read the Traditional Territorial Acknowledgement. Vice-Chair Campbell read an in Memoriam for Student Lainey Goodreau. and Secretary Liz Kelly.

Vice-Chair Campbell advised Trustees participating via teleconference to speak up when they would like to ask a question or express their opposition to a motion otherwise their silence would indicate support for the motion.

**#2019-132**  
**Approval of the Agenda**  
Moved by Greg Agar, seconded by Scott McKinlay,  
"That the Agenda for the Regular Board Meeting of November 12, 2019 be approved."  
**CARRIED.**

**Declaration of Conflict of Interest:** None

**#2019-133**  
**Approval of the Minutes Oct/22/2019**  
Moved by Greg Agar, seconded by Ruth Ann Dodman,  
"That the Board approve the Minutes of the Regular Board Meeting of October 22, 2019."  
**CARRIED.**

**Business Arising** None.

**Motions Emanating from Private Session** Moved by Ruth Ann Dodman, seconded by Derek Robertson,  
"That the Board excuse Trustee McKinlay from attending Board Meetings from November 1, 2019 to March 31, 2020."

**#2019-134**  
**Action of the Regular Board Private Session be the Action of the Board**  
Moved by Ruth Ann Dodman, seconded by Scott McKinlay,  
"That the Action of the Board in Private Session be the Action of the Board."  
**CARRIED.**

- Presentations: Director Howitt presented the Director's Snap Shots of Excellence PowerPoint which shares highlights of engagement across the district. Included in the presentation were examples of school facility readiness, facility enhancements, welcome back to school activities, athletics, outdoor learning activities, examples of good citizenship, Terry Fox Run events, food drives, recognition of Orange Shirt Day activities, Truth and Reconciliation learning opportunities, Staff and Volunteer Appreciation Day activities, post-secondary information fairs, Student Vote activities, math and STEM student activities, Alexander Mackenzie Secondary School's Medicine Wheel unveiling, Indigenous Sport and Wellness Ontario Standing Bear Leadership Portal Program celebration at Wallaceburg District Secondary School, celebration of the St. Clair College Early Childhood Education Program partnership with the LKDSB at Winston Churchill Public School, Noelle's Gift Fund donation to the LKDSB, ground breaking ceremony at Chatham-Kent Secondary School, International Education activities, Treaty Recognition Week activities, Take Our Kids to Work activities, Col. Chris Hadfield's Walk of Fame Hometown Star ceremony at King George VI Public School Sarnia and Remembrance Day Activities.
- Director of Education's Snap Shots of Excellence
- Delegations: None
- Questions from the Public None
- #2019-135  
Policy and Regulations on  
*Inclement Weather*  
Report B-19-98
- Moved by Derek Robertson, seconded by Greg Agar,  
"That the Board approve the review of the policy and revised regulations on  
*Inclement Weather.*"
- Director Howitt advised that the LKDSB policy and regulations on *Inclement Weather* had been reviewed as part of the cyclical review. The Zone 8 descriptors and map in the regulations were updated. The corresponding administrative procedures were updated to reflect current language and processes and were shared with Trustees for information. The documents align with the Chatham-Kent Lambton Administrative School Services (CLASS) policies. The CLASS Student Transportation Services provides safe and efficient transportation to eligible students attending LKDSB schools.  
CARRIED.
- #2019-136  
Policy and Regulations on  
*Safe Schools*  
Report B-19-99
- Moved by Ruth Ann Dodman, seconded by Greg Agar,  
"That the Board approve the review of the policy and revised regulations on  
*Safe Schools.*"
- Director Howitt advised that the LKDSB policy and regulations on *Safe Schools* have been reviewed as part of the cyclical review and to comply with new Ministry requirements. The policy and regulation cover safe schools, bullying, progressive discipline and code of conduct. The code of conduct section of the regulations was updated. The operational aspect of the code of conduct section was moved to a new administrative procedure called *Code of Conduct*. This is consistent with the LKDSB practice of having separate administrative procedures for the operational aspects of *Bullying* and *Progressive Discipline*. The administrative procedure on *Code of Conduct* contains language regarding the use of mobile devices by students. The regulations and administrative procedures contain language regarding the restrictions on the use of cannabis.  
CARRIED.

#2019-137  
LKDSB 2018/2019 School  
Year Audited Financial  
Statements  
Report B-19-100

Moved by Derek Robertson, seconded by Greg Agar,

“That the Lambton Kent District School Board approve the annual audited Consolidated Financial Statements and the accompanying Independent Auditors’ Report for the year ending August 31, 2019.”

Superintendent McKay advised that the 2018/2019 audited financial statements have been completed. The Audit Committee met on October 28, 2019 and reviewed the documents in detail. Superintendent McKay introduced Kevin Sabourin, a partner in the audit firm of Bailey Kearney Ferguson, Chartered Accountants, to present the report.

Kevin Sabourin advised that the Firm had completed the audit of the Board’s financial statements. He advised that on October 28, 2019 the Audit Committee went through the financial statements in detail. He noted that the most important page of the report was the Independent Auditors’ Report. He explained that based on the evidence gathered, the financial statements fairly represent the financial position of the Board as of August 31, 2019. He explained that the Auditor is engaged by the Board to conduct an audit to ensure that the financial statements are prepared and reported within the Public Sector Accounting Standards (PSAB) for School Boards. The LKDSB Management Team is responsible for the preparation of the consolidated financial statements. The report is in draft form until approved by the LKDSB Board of Trustees.

Kevin Sabourin explained that the only change in reporting this year was the layout and additional information included in the Auditors report. The opinion paragraph is now at the top of the Independent Auditors’ Report. He advised that it is a clean audit with no issues identified. He outlined the Independent Auditors’ Report. He presented the Consolidated Statement of Financial Position as of August 31, 2019 and the Statement of Operations. The Consolidated Statement of Financial Position indicates that the Board is in a solid financial position. The Board is compliant by Ministry definitions.

Superintendent McKay explained that the Audit Committee is recommending that the statements be approved. Trustee Robertson advised that the members of the Audit Committee went through the statements in detail and approved them. They are recommending that the Board approve the Statements. Trustee Douglas commented on the detailed presentation at the Audit Committee Meeting.

CARRIED.

#2019-138  
Board Approved  
Accumulated Surplus  
Allocations

Moved by Ruth Ann Dodman, seconded by Greg Agar,

“That the Lambton Kent District School Board approve the accumulated surplus allocation amounts from the August 31, 2019 year end, as presented in the Accumulated Surplus attachment.”

Superintendent McKay explained that the surplus showing of \$6.2M once reconciled to Ministry requirements is only \$3.7M. The Ministry allocates surpluses to the required areas that school boards must fund. He referenced the motion passed last year to combine unappropriated surplus funds into one surplus fund. The chart in the Report B-19-100 does not reflect this but will be updated and shared with Trustees. The General Unappropriated Surplus fund is \$10,376,325. He commented on some of the items in the Available for Compliance – Internally Appropriated Surplus Funds and the Unavailable for Compliance Funds. For budgeting purposes, as per Ministry requirements, annually school boards may only pull in surplus funds equal to 1% of their budget. This is about \$2.5M based on the LKDSB budget.

On behalf of the Board, Chair Bryce expressed gratitude to Kevin Sabourin and Superintendent McKay and his team for their professionalism in preparing the audit. She thanked the members of the Audit Committee for their diligence.

CARRIED.

#2019-139  
2019/2020 Internal Audit  
Plan  
Report B-19-101

Moved by Derek Robertson, seconded by Scott McKinlay,

“That the Board approve the 2019/2020 Internal Audit Plan.”

Superintendent McKay advised that the Audit Committee members finalized their recommendation for the 2019/2020 Internal Audit Plan, at the Audit Committee Meeting on September 23, 2019. The audit recommended for the 2019/2020 school year is Social Media Strategy (Board and School). A Pricewaterhouse Coopers member will participate in the audit. Previously, Committee members thought of doing a strategic plan audit but decided against that since the Board is planning to conduct a review of the LKDSB Strategic Plan.

CARRIED.

#2019-140  
Naming of Gymnasium  
D/E at Northern Collegiate  
Institute and Vocational  
School the John Thrasher  
Gymnasium  
Report B-19-102

Moved by Greg Agar, seconded by Ruth Ann Dodman,

“That the Board name gymnasium D/E at Northern Collegiate Institute and Vocational School the John Thrasher Gymnasium.”

Superintendent Barrese explained that Section 6 of the Board’s regulations *Naming and Renaming of Board Facilities* outlines the steps that a school community must follow to rename section(s) of the school. In compliance with the regulations, Northern Collegiate Institute and Vocational School (NCIVS) formed an In-House Committee to consider naming gymnasium D/E the John Thrasher Gymnasium. Executive Council supported the request.

CARRIED.

#2019-141  
Tender Award – Chatham  
Education Centre  
Report B-19-103

Moved by Greg Agar, seconded by Derek Robertson,

“That the Board award the tender to the successful bidder, Westhoek Construction Limited for the Chatham Board Office Renovations.”

Superintendent McKay reported on the tender results for the Chatham Education Centre Office renovations. The current staff room at the Chatham Education Centre will be converted to a classroom for McNaughton Avenue Public School. The staff room will be relocated to a smaller area at the Chatham Education Centre. A sprinkler system must be installed because the Education Centre is connected to a school. The total project cost is \$907,298.59. The School Condition Improvement funding will be used for the school renovations and the Deferred Capital Contributions will be used to cover the Education Centre renovations. School boards cannot use School Condition or Renewal funding for board office renovations. They must use revenue generated from outside Ministry revenue. The LKDSB can use the CKSS solar panel revenue to fund the Education Centre portion of the project. This is how the Sarnia Education Centre renovations were funded as well. Superintendent McKay confirmed that the work will begin December 1 and be done over the holiday break. It will not impact the Board Room or the Board Meeting schedule.

CARRIED.

Director Howitt acknowledged the Superintendents and individuals who contributed to the development of the reports presented for approval.

Ontario Public School  
Boards' Association  
(OPSBA)

Trustee Dodman reported on the November 2, 2019 Western Region OPSBA Meeting in London that included representatives from the Central Division of OPSBA. A school board self-assessment exercise was part of the program. Boards are asked to complete it by the end of the month. Trustee Dodman offered to host the next Western Region Meeting on March 28, 2020. She noted the need to gather a team to plan the day.

Chair Bryce shared OPSBA's funding priorities/concerns that were previously shared with school boards and the Ministry. The list included Special Education and mental health supports, student transportation, capital funding for facilities, Indigenous Education, skilled trades, technology and utility costs. OPSBA is looking for input to determine if these areas are still the focus. As well, OPSBA is looking for information about other funding areas of concern; do school boards think they will be able to balance their budgets next year; and information on how school boards gather public input as part of the budget development process. Chair Bryce explained that during the first week of December, OPSBA will send out a questionnaire to boards to find out how school boards feel about the questions. Chair Bryce advised that she shared with the other school boards that the LKDSB gathers input into the budget by presenting information at Parent Involvement Committee (PIC), Special Education Advisory Committee (SEAC) and Indigenous Liaison Committee (ILC) meetings. She advised them that this process has been more successful than holding general public meetings to obtain input.

Director Howitt advised that CODE has asked for similar feedback on the Grants for Student Needs (GSNs) to submit to the Ministry. Executive Council will be able to provide input for OPSBA when the survey is received. He explained that there was going to be a Learning Plans workshop for Trustees prior to the next Board Meeting but it will be rescheduled for January because the Safe Schools workshop had to be rescheduled to November 26.

Trustee Dodman confirmed that there is to be one response from each school board. The survey will be sent to the OPSBA Delegate and a copy to the Chair.

Special Education  
Advisory Committee  
(SEAC)  
Report B-19-104

Trustee Barnes reported on the Special Education Advisory Committee Meeting held on October 17, 2019. SEAC members heard a presentation on the results of the recent School Climate Survey. Information about department responsibilities was shared. SEAC reviewed and approved the LKDSB Annual Accessibility Report.

Indigenous Education  
Advisory Committee (ILC)  
Report B-19-105

Trustee Rising reported on the Indigenous Liaison Committee Meeting held on October 30, 2019 at Kettle and Stony Point First Nation. She noted that many of the items included in the ILC report were included in the Director's Snap Shots of Excellence. Trustee Rising reported on the meeting of the four First Nation representatives that took place just prior to the ILC Meeting. The First Nation communities are working diligently to apply for Jordan's Principle funding for students but are experiencing delays. In the interim, the First Nation Communities wanted to make sure the Board is still committed to providing education and Special Education supports to the students. Tuition paying students are students of the Board. Jordan's Principle funding is not a way to shift funding responsibilities but to fill in the gaps. All First Nation students on and off the reserve are caught in the gap. Jordan's Principle provides funding to make sure all First Nation children living in Canada can access the essential services and supports (health, social and educational) they need when they need them. Jordan's Principle has been a Federal Law since 2007. It is named in memory of Jordan River Anderson, a young boy who never got to go home from

	<p>the hospital because the provincial and federal governments fought over who should pay for the services he needed to move to a special home for his medical needs.</p>
Elementary Teacher/Board Communications Committee Report B-19-106	<p>Chair Bryce reported on the Elementary Teacher/Board Communications Committee Meeting held on October 22, 2019. She attended in Trustee Dodman's place. Committee members discussed the LKDSB Attendance Support Program, report card due dates, reopening of closed classrooms, violence incident reporting and the violent incident reporting audit.</p>
Parent Involvement Committee Report	<p>Director Howitt reported on the Parent Involvement Committee Meeting held on October 29, 2019. Trustees Dodman and Rising were in attendance. He advised that the minutes from the meeting will be posted on the LKDSB website once they are approved by the PIC members at the next meeting. He presented the LKDSB Pupil Accommodation Report to the PIC members. Director Howitt advised that he reviewed the standard questions he poses to stakeholders as part of his Entry Plan. He will be sharing the questions with PIC members to obtain further input.</p> <p>PIC members provided feedback on the Board's communication process to parents/guardians related to the possible CUPE strike. The emails were timely, the email blast was effective as was the information posted on school websites and shared via social media. PIC members reviewed the PIC budget, the PRO grant funding changes, began planning their spring event, reviewed the PIC By-laws and parent application form. Jamie Tinney Rea and Tracey Machan are the PIC Co-Chairs.</p>
Enrolment Update Report B-19-107	<p>Superintendent Girardi provided an enrolment update as of October 31, 2019 – elementary 14,750, secondary 7,179 for a total enrolment of 21,929. This is approximately 200 more students than projected in June 2019. Director Howitt stated that the LKDSB still experienced a decline in enrolment from October 31, 2018 to October 31, 2019, just not as much as projected. The LKDSB is still in a declining enrolment position. Director Howitt confirmed that the Ministry reporting enrolment dates for funding purposes are October 31 and March 31.</p>
Trustee Questions	<p>In response to Trustee Jenkins' question about the Safe and Active Transportation grant for schools in the City of Sarnia, Director Howitt confirmed the Board's involvement and advised that the City of Sarnia applied for and received the grant. Errol Road Public School was part of the City of Sarnia's pilot project last year. Superintendent Sherman advised that the group working on the project is comprised of representatives from the City of Sarnia, local school boards, CLASS, Public Health and Sarnia Police. Errol Road Public School is involved again this year as well as Rosedale Public School and P.E. McGibbon Public School. The goal is to come up with ideas to encourage students to walk, cycle, etc. to and from school rather than being driven to school. This would help address traffic issues as well as increase student physical activity. Director Howitt confirmed that municipalities must apply for the grant so for now it applies only to the City of Sarnia.</p>
Notice of Motion	<p>Trustee Robertson served Notice of Motion</p> <p>That the LKDSB send a formal request to the municipality of Chatham-Kent, the City of Sarnia and surrounding lower tier municipalities to review the respective Local Improvement Policy, prioritizing new sidewalk implementation in accordance with policies that promote safe routes to school.</p>

Announcements

The next Regular Board Meeting will be held on Tuesday, November 26, 2019 at 7:00 p.m. at the Sarnia Education Centre.

The Organization Board Meeting will be held on Tuesday, December 3, 2019, 7:00 p.m. at the Sarnia Education Centre

Adjournment  
8:47 p.m.

There being no further business of the Board, Vice-Chair Campbell declared the Meeting adjourned at 8:47 p.m.

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Chair of the Board

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Director of Education and  
Secretary of the Board