

PRESENT:

- Trustees:** Chair Jane Bryce, Vice-Chair Randy Campbell, Greg Agar, Ruth Ann Dodman, Dave Douglas (via teleconference), Jack Fletcher, Brittany Jenkins, Scott McKinlay, Lareina Rising, 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 and Byren Newcombe
- Regrets:** Trustee Janet Barnes
- 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.
Chair Bryce read an in Memoriam for Teacher Karen Schram.
Chair Bryce welcomed Student Trustee Bressette.
- #2019-107**
Approval of the Agenda Moved by Greg Agar, seconded by Ruth Ann Dodman,
"That the Agenda for the Regular Board Meeting of September 10, 2019 be approved."
CARRIED.
- Declaration of Conflict of Interest:** None
- #2019-108**
Approval of the Minutes Aug/27/2019 Moved by Derek Robertson, seconded by Brittany Jenkins,
"That the Board approve the Minutes of the Regular Board Meeting of August 27, 2019."
CARRIED.
- Business Arising** Superintendent McKay updated Trustees on the status of the Great Lakes Secondary School (GLSS) construction project. GLSS opened at the Murphy Road site for the first day of school. The Board has occupancy of the existing part of the building. He explained that some parts of the school are still being worked on and the focus is on programs for students. The new equipment for the machine shop has not arrived. The students are temporarily being bused to Alexander Mackenzie Secondary School (AMSS) for their first period class to use the equipment there. The cafeteria is open, and the kitchen area will open at the end of September. The kitchen work was not included in the original scope of the project but after the equipment sat idle for two years, the equipment needed to be refreshed to meet standards. Administration is working with Chartwells, the service provider. Superintendent McKay commented on the other work being done in the school. They are still moving some equipment over from SCITS after hours. Superintendent McKay advised that as they work through some challenges, they remain focused on providing programming for students.
Superintendent McKay confirmed that Administration had been contacted by a food vendor to provide food on site as an interim way to provide students with access to food. There were a number of concerns related to the Health Unit requirements. As well, Chartwells has first right of refusal for services as per the agreement with them. Prepared meals cannot be brought in. Administration investigated using the school's Food Room, but it is not available because it is so well utilized for programming. Director Howitt advised that all schools provide

food for students if a student cannot provide their own lunch, etc. Office staff ensure that students will not go hungry. He noted that a significant number of secondary students bring their lunch to school. The kitchen should be ready by the end of September.

Director Howitt explained the different sizes of machines needed for the manufacturing room and the installation requirements. There is not a firm completion date for the room, but it is expected that the welding area will be ready in a matter of weeks. Some of the larger equipment may take a little longer. Superintendent McKay confirmed the addition (auditorium, music and Indigenous rooms) should be completed by the December break. The music and Indigenous rooms might be ready before then. As they are completed, they will be turned over to the school. Chair Bryce congratulated Superintendent McKay, his team and the Board for work done. It is a positive outcome for students. Chair Bryce advised that the GLSS Jazz Band is playing at the Jazz and Blues in the Village Organ Donor Awareness event on September 14, 2019.

#2019-109

Action of the Regular Board Private Session be the Action of the Board

Moved by Randy Campbell, seconded by Jack Fletcher,

“That the Action of the Board in Private Session be the Action of the Board.”

CARRIED.

Presentations:

None

Delegations:

None

Questions from the Public

CUPE President LaLonge-Davey asked for confirmation regarding the appropriate way to communicate with the Student Trustees.

Schedule for Regular Board Meetings for the period of December 2019 to December 2020
Report B-19-82

Director Howitt advised that approval of the Board Meeting schedule is part of the regular business of the Board. The regular meeting schedule is set out in the LKDSB Procedural By-laws and the Education Act. He outlined the proposed schedule for the period December 2019 to December 2020. The Board meets on the second Tuesday of the month in Chatham and the fourth Tuesday of the month in Sarnia. Typically, Regular Board Meetings are not scheduled during the months of December and July and only one meeting is held during the months of March and August. Board business is usually lighter during these months. He proposed that the Board Meeting in August be at the Call of the Chair. Over the past five years, Board business has been light on the first Board Meeting in September. Data demonstrates that there is not a need to hold a Board Meeting on the 5th Tuesday in August and again on the 2nd Tuesday in September. Over the past five years, the topics on the August Board Agenda could have been placed on the Agenda for the first Board Meeting in September. Special Meetings of the Board will continue to be called as required.

#2019-110

December 2019 to December 2020 Board Meeting Schedule approved.

Moved Scott McKinlay, seconded by Jack Fletcher,

“That the Board approve the Regular Board Meeting schedule for the period December 2019 to December 2020.”

Chair Bryce confirmed that only one Board Meeting is held in March due to March Break.

CARRIED.

Financial Report 2018-19 School Year Expenditures to May 31, 2019

Superintendent McKay presented the financial summary for the 3rd quarter expenditures for the period from September 1, 2018 to May 31, 2019. The period represents about 75% of the operating expenses that occur over 12 months and approximately 80 to 85% of the salary and benefits portion of the instructional

Report B-19-83

operating expenses that occur over a 10 to 12 month period. He explained that the occasional and supply teacher costs are tracking over budget. The Board has increased this budget area each year for the past 3 years. While the actual versus budgeted variance is smaller for the 2018/2019 school year, this area will still be over budget for the year. Savings in other areas are projected to cover this overage. The Director and Supervisory Officer salary budget is currently tracking over budget due to a pay-out of accumulated vacation for two retired superintendents. This overage will be balanced by savings in other areas of the budget. The expenditures for all benefits are currently on budget. The 2018/2019 school year is the first budget year where all employee benefits are contained in the provincial benefit trusts. The Trustee supplies and services budget is running over budget due to expenses incurred in the search for the Director of Education. Savings in other budget areas will cover this overage.

The snow removal and grass cutting budget is running ahead of budget projections and will be overspent for the year. Snow removal is \$630,411 over budget for the school year. These two overages will be balanced with savings in other areas of the budget. Administration has difficulties finding operators in the rural areas for snow removal and lawn maintenance. The Geographic Circumstances Grant does not cover all the cost.

Superintendent McKay advised that overall, for this reporting period the expenditure categories are tracking well against the budget. Forecasting forward to the year end, the overall LKDSB budget for 2018/2019 is tracking well against expenditures.

Superintendent McKay confirmed that Administration has voiced its concerns to the Ministry about the lack of adequate funding in the Geographic Circumstance Grant. He explained that the account is balanced by taking funds from the interior maintenance budget to cover the outside work.

Announcements

The next Regular Board Meeting will be held on Tuesday, September 24, 2019, 7:00 p.m. at the Sarnia Education Centre.

Trustees were invited to tour Great Lakes Secondary School (GLSS) on September 24, 2019 from 4:30 to 5:30 pm.

Adjournment:
7:36 p.m.

There being no further business of the Board, Chair Bryce declared the Meeting adjourned at 7:36 p.m.

Chair of the Board

Director of Education and
Secretary of the Board