



REGULAR BOARD MEETING AGENDA
PUBLIC SESSION

TUESDAY, JUNE 21, 2022
7:00 p.m.

Sarnia Education Centre
200 Wellington Street
Sarnia, ON
and Via Microsoft Teams

A

Page Reference

1. Call to Order
2. Approval of Agenda
3. Traditional Territorial Acknowledgement
4. Declaration of Conflict of Interest
5. Approval of the Minutes of:
 - a) June 7, 2022 Regular Board Meeting 3
6. Business Arising from the Minutes
7. Motions Emanating from the Regular Board Private Session
8. Motion that the Actions of the Regular Board Private Session be the Action of the Board.
9. Presentations:
 - a) Secondary Student Art, Sarnia-Lambton Schools – Trustee Rising
 - b) Recognition of Student Trustees – Chair Campbell
 - c) Recognition of the Retirement of Superintendent Sherman – Chair Campbell
 - d) Director’s Snapshots of Excellence
10. Delegations
11. Questions from the Public
12. Reports for Board Action:
 - a) Tender Award – New Parking Lot and Portable Classroom 8
 – Errol Village Public School Superintendent McKay
Report B-22-82
Recommendation:
 “That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Ltd., for the New Parking Lot and Portable Classroom at Errol Village Public School.”
13. Reports for Board Information:
 - a) Audit Committee 9
Trustee Robertson
Report B-22-83
 - b) Ontario Public School Boards’ Association Update (OPSBA) 9
Trustee Fletcher
Oral Report
14. Correspondence
15. New Business
16. Trustee Questions

17. Notices of Motion

18. Announcements

a) There will be a Special Board Meeting held on Friday, June 24, 2022 via Microsoft Teams at 12:00 p.m.

b) The next Regular Board Meeting will be held on Tuesday, September 13, 2022 at the Chatham Regional Education Centre at 7:00 p.m.

19. Adjournment

PRESENT:

Trustees: Chair Randy Campbell, Vice-Chair Derek Robertson, Greg Agar, Ruth Ann Dodman, Dave Douglas, joining electronically, Jack Fletcher, joining electronically, Malinda Little, joining electronically, Scott McKinlay, and Lareina Rising, joining electronically

Student Trustees: Student Trustee Taryn Jacobs, joining electronically

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

Regrets: Trustees Janet Barnes and Jane Bryce, Student Trustees Brianne Machan and Kate Martin

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

Call to Order: Chair Campbell called the meeting to order at 7:00 p.m.

#2022-94
Approval of the Agenda
Moved by Scott McKinlay, seconded by Ruth Ann Dodman,
"That the Agenda for the Regular Board Meeting of June 7, 2022 be approved."

CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgement.

Declaration of Conflict of Interest
None

#2022-95
Approval of the Minutes
May/24/2022
Moved by Greg Agar, seconded by Scott McKinlay,
"That the Board approve the Minutes of the Regular Board Meeting of May 24, 2022."

CARRIED.

Business Arising
None

Motions Emanating from the Regular Board Private Session
None

#2022-96
Action of the Regular Board Private Session be the Action of the Board
Moved by Derek Robertson, seconded by Malinda Little,
"That the Action of the Board in Private Session be the Action of the Board."

CARRIED.

Presentation – Secondary Student Art, Chatham-Kent Schools
Trustee Dodman remarked that choosing the art pieces that will be displayed at the Chatham Regional Education Centre for the 2022-2023 school year was a difficult decision. The student artists will receive a \$100.00 cheque for agreeing to lease their piece of art to the LKDSB for one year.

- Student Lily Anderson was in attendance and described that the art piece, made with yarn, was dedicated to show her progress as an artist over the many years in brightly coloured symbolism and strong lines.
- Student Jack Badder's watercolour painting was described as representing actions of the past few years involving the COVID-19 pandemic and climate change.
- Student Joanna Wu was in attendance and remarked that the figure drawn is model Liu Wen who is a hero of Joanna as she is a Chinese model with great achievements in her career. She hopes to also have a successful career upon graduation from University.

Chair Campbell congratulated the artists.

Presentation – Retirement Acknowledgement for Chatham-Kent Medical Officer of Health
On behalf of the Board, Chair Campbell recognized Dr. Colby, Chatham-Kent Medical Officer of Health upon his retirement. He was thanked for his efforts and years of dedication to the health and well-being of LKDSB students, staff, and families.

Delegations
None

Questions from the Public
None

#2022-97
Policy and Regulations on Occupational Health and Safety
Report B-22-75
Director Howitt explained that the review of the Policy and Regulations on *Occupational Health and Safety* were brought forth to Trustees as part of the LKDSB cyclical review, and noted in this case, the Policy and Regulations are reviewed annually. There were no changes recommended.

Moved by Jack Fletcher, seconded by Malinda Little,

“That the Board approves the review of the policy and regulations on Occupational Health and Safety.”

CARRIED.

#2022-98
Budget Approval for the 2022-2023 School Year Presented in the amount of \$325,834,102
Report B-22-76
Superintendent McKay reviewed the information included in the three budget binders. He noted that the budget binders had been updated to a more modern format. He advised that the total Provincial Education funding for the 2022/2023 budget year is projected to be \$26.1 billion (2021-22 - \$25.6 billion), an average of \$13,059 (2021-22 - \$12,686) per pupil. This average funding amount per pupil represents an increase of 2.7% per pupil when compared to the 2021-22 school year. The forecasted average daily enrolment numbers (FTE) for 2022-23 are: 21,277 Total Students comprised of 14,351 Elementary and 6,926 Secondary students (FTE). The 2022-23 school year budget for the Lambton Kent District School Board (LKDSB) totals \$325,834,102. The LKDSB total revenue is comprised of the following:

- GSN Operating Grants = \$262,656,781
- GSN Facilities Renewal / Financing Grants = \$26,539,980
- Tuition Fees from Indigenous & Visa students = \$4,914,834
- Ministry Funding – Priorities and Partnerships = \$2,042,050
- Ministry Funding – Covid-19 Learning Recovery Funding = \$3,333,239
- Other Capital, Rental, Interest and misc. revenues = \$2,323,340
- School Generated Funds = \$6,000,000

- Ministry Funding of Capital Amortization = \$16,984,682
- In-year draw from accumulated surplus (former reserves) = \$1,039,196

Superintendent McKay outlined the budget expenditures categories. He advised that the Ministry is continuing to invest \$1.4 billion on the School Renewal and School Condition Improvement programs for the 2022-23 school year which is consistent with prior year capital investments by the Ministry of Education. The total allocations under the capital programs for the LKDSB are \$4,537,203 in School Renewal funding and \$17,824,545 in School Condition Improvement funding. The Board also received approval for the new K-12 school and the land purchase in Forest. These capital grants are not included in the 2022-23 capital budget as the Board is in the design and tender phase of the project. This funding will be included in future board budgets once the project is tendered and the tender result is approved by Trustees. The Ministry will continue to provide temporary COVID-19 Learning Recovery funds, and the Board will receive \$3.3 million for 2022-23 (\$5.2 million for 2021-22). The 2022-23 GSNs include new allocation for Broadband Network Operations, and include several labour related changes and updates such as Student Transportation and Utilities.

Superintendent McKay advised that the budget estimates for 2022-2023 are due to the Ministry by June 30, 2022. The Financial Statements for the 2021-2022 school year must be submitted to the Ministry by November 15, 2022 and the revised budget estimates for 2022-2023 must be submitted by December 15, 2022.

A Trustee asked if the retirement gratuities are phased out over time. Superintendent McKay responded that the retirement gratuities were capped a number of years ago and while staff do not continue to accumulate gratuity amounts, the Board carries a liability for current staff with a retirement gratuity that will be paid upon retirement. He noted that the Board has received enough funding in order to pay the gratuities upon employee retirement.

A Trustee asked for examples of programs funded through the COVID-19 funding. Superintendent McKay explained that the current funding received is used for staff supports for virtual learning, supply teacher costs, and staffing costs related to the pandemic, while next year the funding is to be used to support learning recovery, destreaming of the Grade 9 curriculum, the continued delivery of remote learning, Special Education supports, and maintaining enhanced cleaning standards.

Superintendent McKay confirmed that the enrolment decline is slowing, and the Board is seeing a stable enrolment over the next five years.

A Trustee asked what impact the approval of the budget has on taxpayers each year and whether local Municipal Council decisions have an impact on the amount of money the Board receives. Superintendent McKay responded that he is not seeing a change in the education tax rate for next year or an additional draw from the local tax base. He explained that the Board bills municipalities and the remainder of funds come from the Ministry.

Moved by Scott McKinlay, seconded by Ruth Ann Dodman,

“That the Board approve the 2022-2023 School Year Budget, as presented, in the amount of \$325,834,102.”

CARRIED.

Indigenous Liaison
Committee Report
Report B-22-77

Trustee Rising reported on the May 18, 2022 Indigenous Liaison Committee (ILC) Meeting and noted that Microsoft Teams remains an effective platform for participation. She noted the report from Aamjiwnaang First Nation included student participation in a fishing derby and an educational Water Walk, Kettle and Stony Point First Nation had a Professional Development Day with a Living Circle and staff learned about traditional medicines from an elder in the community, and on May 8, 2022 Eelünaapéewi Lahkéewit celebrated 230 years of a life in peace and harmony with their neighbours. She added that there was a discussion during the meeting around the upcoming election year for LKDSB Trustees and the process for the naming of the First Nation Trustee and alternate.

Administrative Procedures
on Working from Home –
Pilot Procedure
Report B-22-78

Director Howitt explained that the new Administrative Procedures on Working from Home – Pilot Procedure have been implemented for eligible staff located at the Chatham and Sarnia Education Centres effective June 1, 2022 and it was being brought forth to Trustees for their awareness. He further explained that a balanced approach between working from home and the assigned office may help recruit and retain employees in a time of staffing shortages as many employers now provide a work from home opportunity for their employees.

A Trustee asked if the Administrative Procedure addresses accommodations for employees. Director Howitt responded that the Board has other programs in place to support employees who require accommodations.

A Trustee asked if the Administrative Procedure would be applicable to teachers who teach virtually. Director Howitt responded that the Board is not looking to extend the eligibility under the Administrative Procedure at this time, but would review individual circumstances.

A Trustee asked what process would be in place if an employee disagrees with the Board’s decision on their eligibility to work from home. Director Howitt responded that the appeal would be made to their immediate supervisor, and then to the manager or superintendent. He added that the language in the Administrative Procedure is clear that employee eligibility is a decision made by the Board.

A Trustee asked if a union response was anticipated and if that would affect how the process would proceed. Director Howitt responded that while not all Board Office staff are union members, LKDSB Union partners have a responsibility to represent their members. He added there may be challenges throughout the year and this may determine whether to continue with the process.





Ontario Public School
Boards’ Association
Update (OPSBA)

Trustee Fletcher advised there were no new items to report to Trustees.

Correspondence	None
New Business	None
Trustee Questions	<p>A Trustee asked for an update on the moratorium on the consolidation of schools and noted that low attendance in schools is not in the best interest of students. Director Howitt responded that he recently reminded the Deputy Minister of the need to lift the moratorium on behalf of students, that four of the five schools with the highest need for capital work also have the lowest enrolment, and of the return on investment on projects the LKDSB has recommended. He is hopeful that the government will recognize the need to reduce empty spaces and the opportunities to build fully accessible state of the art schools. He explained that although the population can no longer support a school in every community, the rural focus can be maintained, with land-based education, agricultural activities, hands-on shops, and full academic programs with sufficient students to drive those choices in the buildings. He added that he will share the LKDSB accommodation plan with a new local candidate unfamiliar with the process, so they are familiar when it is discussed in caucus.</p>
Notices of Motion	None
Announcements	<p>The next Regular Board Meeting will be held on Tuesday, June 21, 2022 at 7:00 p.m. at the Sarnia Education Centre.</p> <p>The Sarnia Education Centre will be closed from Monday, July 11, 2022 to Friday, July 29, 2022 to allow for the completion of building upgrades.</p>
Adjournment	<p>There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 8:23 p.m.</p>

Chair of the Board

Director of Education and
Secretary of the Board

 <p>STUDENT ACHIEVEMENT & WELL-BEING Advance high standards for innovative and responsive learning</p>	 <p>INCLUSIVE DIVERSITY Champion anti-oppressive education</p>	 <p>TRUSTING RELATIONSHIPS Strengthen relationships based on respectful collaboration</p>	 <p>SUSTAINABLE STEWARDSHIP Optimize human, financial and physical resources</p>
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FROM: Brian McKay, Superintendent of Business & Treasurer

DATE: June 21, 2022

SUBJECT: Tender Award – New Parking Lot and Portable Classroom – Errol Village Public School



Tenders were received electronically by the Purchasing Department and opened on June 13, 2022, by Don Masse and Brandon Wysman of the Plant & Maintenance Department. Bid results are as follows (** indicates successful bidder):

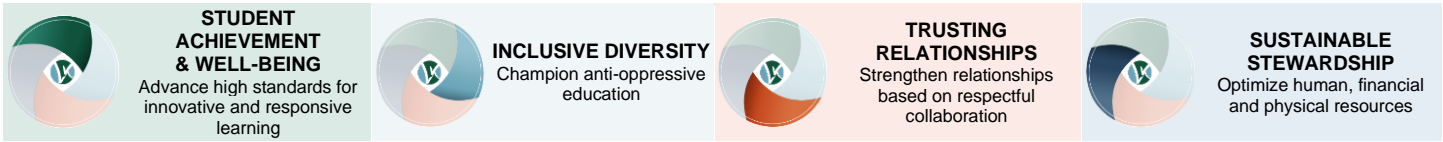
Tendered Base Bid: Reconstruct parking lot, bus lane and the relocation of one portable classroom from P.E. McGibbon Public School to Errol Village Public School.

PROJECT BIDDER	BASE BID (nic. HST)
** Elric Contractors of Wallaceburg Limited, Wallaceburg	1,350,000.00
Elgin Contracting and Restoration Ltd., St. Thomas	1,726,000.00

PROJECT SUMMARY	
Successful Bid Total (nic. h.s.t.)	1,350,000.00
Design Fees	97,200.00
Net HST	31,259.53
Total Project, This Report:	\$ 1,478,459.53
Budget Funding:	
- 2021/22 School Condition Improvement	1,478,459.53
Total Project Budget:	\$ 1,478,459.53

Recommendation:

“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Ltd., for the New Parking Lot and Portable Classroom at Errol Village Public School.”



FROM: Derek Robertson, Trustee, Audit Committee Chair

DATE: June 21, 2022

SUBJECT: Audit Committee Meeting Update



The audit committee held its final meeting of the 2021/2022 year, on Monday, June 13, 2022. The agenda included general housekeeping items, as well as the receiving of two reports prepared by the internal auditors, PricewaterhouseCoopers, LLP.

Strategic Planning Monitoring Review (final report) was received by the committee. PricewaterhouseCoopers indicated this audit found no findings to report, as the Board is meeting all objectives. Committee members also received the 2022-23 Internal Audit Plan (draft; summary report), as strategized in previous meetings. The Committee deferred approving the Internal Audit Plan until next fall.

Superintendent McKay provided committee members with an update on the status of the Regional Internal Auditor for the South Region. The region consists of ten school boards (Avon Maitland District School Board; Brant Haldimand Norfolk Catholic District School Board; Grand Erie District School Board; Greater Essex County District School Board; Huron-Perth Catholic District School Board; Lambton Kent District School Board; London District Catholic School Board; St. Clair Catholic District School Board; Thames Valley District School Board; and Windsor-Essex Catholic District School Board). The previous contract for Regional Internal Audit Services expires as of August 31, 2022, therefore a request for proposal was issued this spring. The successful bid and auditing firm that will be in effect as of September 1, 2022 is KPMG, LLP.

The next audit committee meeting is scheduled for Monday, September 19, 2022.

Audit Committee Chair