

REGULAR BOARD MEETING AGENDA  
PUBLIC SESSION

TUESDAY, SEPTEMBER 13, 2022  
7:00 p.m.

**A**

Board Room  
Chatham Education Centre  
476 McNaughton Avenue East, Chatham

Page Reference

1. Call to Order
2. Approval of Agenda
3. In Memoriam 3
4. Traditional Territorial Acknowledgement
5. Declaration of Conflict of Interest
6. Approval of the Minutes of:
  - a) June 21, 2022 Regular Board Meeting 4
  - b) June 24, 2022 Special Board Meeting 7
7. Business Arising from the Minutes
8. Motions Emanating from the Regular Board Private Session
9. Motion that the Actions of the Regular Board Private Session be the Action of the Board
10. Presentations:
  - a) Director's Snapshots of Excellence
11. Delegations
12. Questions from the Public
13. Reports for Board Action:
  - a) Response to OPSBA Regarding Extension to Electronic Board Meetings 9  
Chair Campbell  
Report B-22-88  
Recommendation:  
"That the Board approve a response to Rusty Hick, Executive Director of the Ontario Public School Boards' Association indicating that the Lambton Kent District School Board does not support an extension for the ability of Boards to hold electronic board meetings beyond the current expiration date of November 15, 2022."
  - b) Schedule for Regular Board Meetings for the Period November 15, 2022 to November 21, 2023 10  
Director Howitt  
Report B-22-89  
Recommendation:  
"That the Board approve the Regular Board Meeting Schedule for the period November 15, 2022 to November 21, 2023."

c) LKDSB Policy and Regulations on <i>Trustee Honoraria</i>	Director Howitt Report B-22-90	12
<u>Recommendation:</u> “That the Board approve the review of the Policy and revised Regulations on <i>Trustee Honoraria</i> .”		
d) Establishment of the LKDSB Compliance Audit Committee	Director Howitt Report B-22-91	16
<u>Recommendation:</u> “That the Board approve the appointment of Mike Lowther, Derek McGivern, Mike Phipps, and Daniel Whittal to the Lambton Kent District School Board Compliance Audit Committee for the term November 15, 2022 to November 14, 2026.”		
14. Reports for Board Information:		
a) Indigenous Liaison Committee Report	Trustee Rising Report B-22-92	17
b) Ontario Public School Boards’ Association Update (OPSBA)	Trustee Fletcher Oral Report	
c) Senior Administration Portfolios	Director Howitt Report B-22-93	19
d) Capital Projects Update	Associate Director McKay Oral Report	
15. Correspondence		
16. New Business		
17. Trustee Questions		
18. Notices of Motion		
19. Announcements		
a) The next Regular Board Meeting will be held on Tuesday, September 27, 2022 at the Sarnia Education Centre at 7:00 p.m.		
20. Adjournment		



**Lambton Kent**  
District School Board

## ***In Memoriam***

**Coltyn Rich Tremblay**

Coltyn Rich Tremblay passed away on September 1, 2022.

Coltyn was a student at Ridgetown District High School.

Staff, students and all who knew Coltyn will miss him.

**PRESENT:**

Trustees: Chair Randy Campbell, Vice-Chair Derek Robertson, Greg Agar, Janet Barnes, joining virtually, Jane Bryce, Ruth Ann Dodman, Dave Douglas, and Malinda Little

Student Trustees:

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

Regrets: Trustees Jack Fletcher, Scott McKinlay, and Lareina Rising, and Student Trustees Taryn Jacobs, 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.

#2022-101 Moved by Greg Agar, seconded by Ruth Ann Dodman,

Approval of the Agenda

“That the Agenda for the Regular Board Meeting of June 21, 2022 be approved.”

CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgement.

Chair Campbell recognized National Indigenous Peoples Day.

Declaration of Conflict of Interest

None.

#2022-102  
Approval of the Minutes  
Jun/7/2022

Moved by Malinda Little, seconded by Dave Douglas,

“That the Board approve the Minutes of the Regular Board Meeting of June 7, 2022.”

CARRIED.

Business Arising

None.

Motions Emanating from  
the Regular Board Private  
Session

None.

#2022-103  
Action of the Regular  
Board Private Session be  
the Action of the Board

Moved by Derek Robertson, seconded by Jane Bryce,

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

CARRIED.

Secondary Student Art,  
Sarnia-Lambton Schools

Director Howitt remarked that choosing the art pieces that will be displayed at the Sarnia Education Centre for the 2022-2023 school year was difficult as there was an incredible selection to choose from. 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 Grace Henry was in attendance and described the art piece “Wiisagendam (Ojibwe for s/he who suffers from pain or in pain)” as one that is made of impactful words and images that tell a story about the lasting effects of residential schools on Indigenous Peoples and intergenerational trauma.
- Student Tanis DeGurse was in attendance and described the art piece “Duck Pond” as being inspired by the artist Monet’s water lily painting and explained the intricate method she used to create the piece.
- Student Chloe Holt was in attendance and explained that the art piece “Trapped” refers to the animals and sea life in the ocean that are dying due to the global issues of pollution and bottom trawling.

Recognition of Student Trustees

Chair Campbell thanked Taryn Jacobs, Brianne Machan, and Kate Martin for their work as Student Trustees in the 2021-2022 school year.

Recognition of the Retirement of Superintendent Sherman

Chair Campbell recognized the upcoming retirement of Superintendent Mark Sherman and thanked him for his years of service with the Lambton Kent District School Board.

Director’s Snapshots of Excellence

Director Howitt presented the Director’s Snapshots of Excellence, which highlighted activities in the Board from May to June 2022. Trustees were presented with photos of Track and Field events, a visit from Sarnia Police and OPP Officers for Community Helpers Inquiry Week, students learning about animals and their life cycles, Education Week activities, a Skilled Trades event for elementary and secondary school students, healthy snacks at Fruit and Veggie Buffet Day, student outdoor gardening projects, Nursing Week activities, the Indigenous Education Youth Symposium held on Bkejwanong First Nation, a Drum Social hosted at Wallaceburg District Secondary School, “A Night in Hollywood” at Chatham Kent Secondary School, LKDSB staff volunteering their time to support Habitat for Humanity, the recognition of the one-year anniversary of the discovery of unmarked graves at the site of the former residential school in Kamloops, British Columbia, Pride Month activities, the opening of the Kim Henry - Gnaajwi Biidaabiniikwe (Beautiful Morning Woman) Room, also known as Owaanzhgan - “The Den” and the 580-seat school auditorium at Great Lakes Secondary School, and the new LKDSB TikTok account.

Delegations

None

Questions from the Public

Michele LaLonge-Davey, who was in attendance at the meeting, asked when the Chatham Kent Secondary School project was expected to be completed. Superintendent McKay responded that the project was expected to be completed in the summer of 2022, but it was paused due to the Drywall Finishers strike. He added that he could provide an update once the project had been restarted.

#2022-104  
Tender Award – New  
Parking Lot and Portable  
Classroom – Errol Village  
Public School  
Report B-22-82

Superintendent McKay reviewed the report with Trustees.

A Trustee asked how many portables were located at Errol Village Public School and Superintendent McKay responded there are two portables, but they will not be needed once the classroom addition is completed.

Moved by Greg Agar, seconded by Jane Bryce,

“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.”

CARRIED.

Audit Committee  
Report B-22-83

Trustee Robertson reported that the committee met with the internal auditors, PricewaterhouseCoopers, LLP, on June 13, 2022 and the audit found no findings to report as the Board is meeting all objectives. He reported that the previous contract for Regional Internal Audit Services expires August 31, 2022 and there is a new contract with KPMG, LLP, starting on September 1, 2022.

Ontario Public School  
Boards' Association  
Update (OPSBA)

Director Howitt announced that Trustee Bryce was recognized at the OPSBA Annual General Meeting with a 25-year pin, after 28 years as a Trustee. He congratulated and thanked Trustee Bryce for her ongoing commitment to public education.

Trustee Bryce remarked that she was thankful for the recognition and provided an overview of the OPSBA Annual General Meeting.

Chair Campbell thanked Trustee Bryce for representing the Lambton Kent District School Board.

Correspondence

None.

New Business

None.

Trustee Questions

None.

Notices of Motion

None.

Announcements

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

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

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 7:50 p.m.

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Chair of the Board

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Director of Education and  
Secretary of the Board

PRESENT:

Trustees: Chair Randy Campbell, Vice-Chair Derek Robertson, Janet Barnes, Jane Bryce, Ruth Ann Dodman, Dave Douglas, Jack Fletcher, Malinda Little, and Lareina Rising

Student Trustees:

Staff: Director of Education John Howitt, Superintendent of Business Brian McKay, and Public Relations Officer Heather Hughes

Regrets: Trustees Greg Agar and Scott McKinlay, Student Trustees Brienne Machan, Taryn Jacobs, and Kate Martin, and Superintendents of Education Angie Barrese, Gary Girardi, Ben Hazzard, Helen Lane, Mary Mancini, Mark Sherman

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

Call to Order: Chair Campbell called the meeting to order at 12:00 p.m.

#2022-105 Moved by Derek Robertson, seconded by Jane Bryce,

Approval of the Agenda

“That the Agenda for the Special Board Meeting of June 24, 2022 be approved.”

CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgement.

Declaration of Conflict of Interest

None

#2022-106

Tender Award – Barrier Free Washroom Renovation – Merlin Area Public School Report B-22-84

Superintendent McKay reviewed the report with Trustees.

A Trustee asked for clarification on barrier free and Superintendent McKay responded that it is a larger washroom that is designed to be accessible to all students, staff, and visitors.

Moved by Janet Barnes, seconded by Malinda Little,

“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Ltd., for the Barrier Free Washroom Renovation at Merlin Area Public School.”

CARRIED.

#2022-107

Tender Award – Barrier Free Washroom Renovation – R.D.H.S. Report B-22-85

Superintendent McKay reviewed the report with Trustees.

A Trustee asked if the project was necessary to be compliant with the Accessibility for Ontarians with Disabilities Act (AODA). Superintendent McKay responded that projects are being completed as per the Board’s accessibility planning to ensure schools have barrier free washrooms and other accessibility measures.

Moved by Ruth Ann Dodman, seconded by Jack Fletcher,

“That the Board award the tender to the successful bidder, Elric Contractors of Wallaceburg Ltd., for the Barrier Free Washroom Renovation at Ridgetown District High School.”

CARRIED.

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 12:12 p.m.

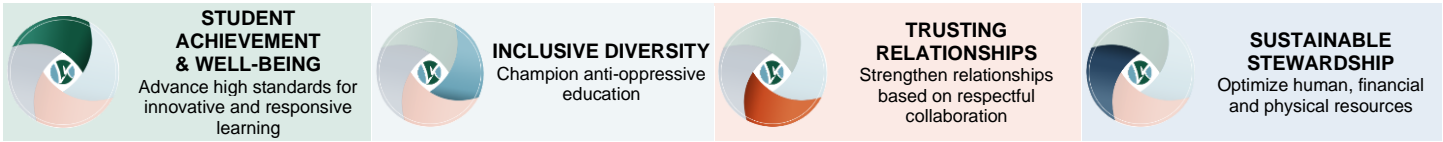
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Chair of the Board

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Director of Education and  
Secretary of the Board





**FROM: Randy Campbell, Chair**

**DATE: September 13, 2022**

**SUBJECT: Response to OPSBA Regarding Extension to Electronic Board Meetings**



An email was received on September 6, 2022 from Rusty Hick, Executive Director of the Ontario Public School Boards' Association (OPSBA). The email was directed to the Chairperson of the Board and asked if our Board would support an extension for the ability of boards to hold electronic Board Meetings beyond the current expiration date of November 15, 2022.

As a reminder, in response to the pandemic, amendments were made to Ontario Regulation 463/97 (Electronic Meetings and Meeting Attendance) which are to be revoked on November 15, 2022.

These amendments:

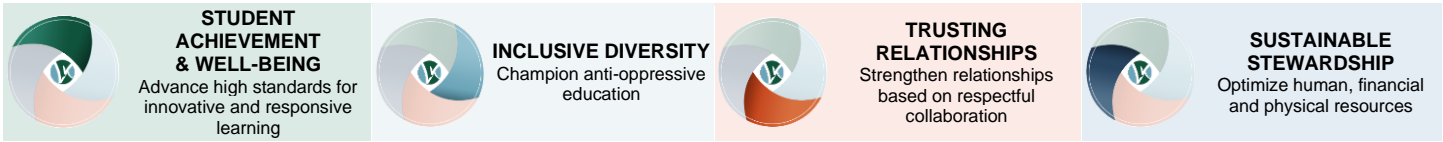
- Waived the requirement for in-person attendance by specified individuals e.g. the Chair and Director;
- Waived the requirement for Trustees to physically attend a minimum of three meetings during the 12-month period;
- Waived the requirement for the meeting room of a board or of a committee to be open to permit physical attendance by the public; and,
- Included a new requirement for boards to provide members of the public with participatory electronic access to open board/committee meetings i.e. two-way means of participation and when in-person meetings resumed, boards were required to provide both in-person and electronic means for public participation, as set out in O. Reg. 463/97.

The email from OPSBA is in response to Minister Lecce's indication that he would be consulting with all Trustee organizations, including OPSBA, regarding the extension during a recent call with School Board Chairs. The response requested from OPSBA is a simple yes to supporting an extension or no we do not support an extension.

As Chair, I am recommending that we respond to OPSBA that the Lambton Kent District School Board does not support an extension.

**Recommendation:**

"That the Board approve a response to Rusty Hick, Executive Director of the Ontario Public School Boards' Association indicating that the Lambton Kent District School Board does not support an extension for the ability of Boards to hold electronic board meetings beyond the current expiration date of November 15, 2022."



**FROM: John Howitt, Director of Education**

**DATE: September 13, 2022**

**SUBJECT: Schedule for Regular Board Meetings for the Period  
November 15, 2022 to November 21, 2023**



The schedule for the Regular Meetings of the Board of Trustees is set out in the LKDSB's Procedural By-laws.

**Section 2.2**

*The annual Organization Meeting shall be held at 7:00 p.m. on November 15 if it is a Tuesday or on the first Tuesday following November 15, in the Board Room in the corporate office of the Board.*

**Section 3.1**

*Except as set forth in the following sections, the Regular Monthly Meetings of the Board shall be held on the second and fourth Tuesday in each month commencing at 7:00 p.m. unless such Tuesday shall fall on a Public holiday in which case, the Board shall meet at the call of the Chair on any evening at the same hour within eight (8) days.*

**Section 3.2**

- a) With the consent of two-thirds of the members eligible to attend, Regular Meetings of the Board may be held on a date other than that mentioned in the preceding section.*
- b) With the consent of two-thirds of the members eligible to attend, any Regular Meeting may be cancelled.*

In accordance with the above, the attached schedule for Regular Board Meetings for the period November 2022 to November 2023 is proposed. Additional meetings would continue to be at the Call of the Chair as needed. Typically, Regular Board Meetings are not scheduled during the months of July and August and only one meeting is held during the month of March. Board business is usually lighter during these months.

The attached schedule proposes that the August Board Meeting be at the Call of the Chair. Special Meetings of the Board will continue to be called as required

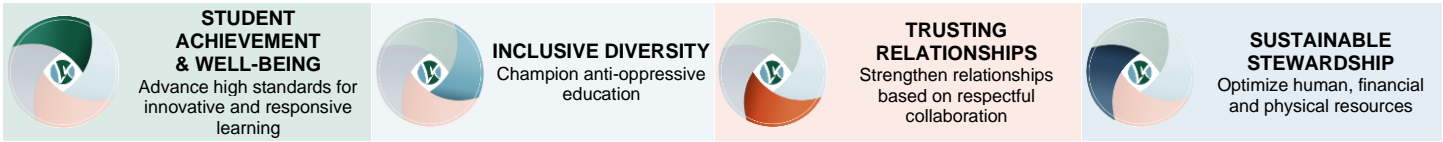
**Recommendation:**

“That the Board approve the Regular Board Meeting Schedule for the period November 15, 2022 to November 21, 2023.”



**Meetings of the Board of Trustees**  
**November 15, 2022 to November 21, 2023**

<b>Month</b>	<b>Regular Board Meeting Held in Chatham 7:00 p.m.</b>	<b>Regular Board Meeting Held in Sarnia 7:00 p.m.</b>
<b>November 2022</b>		<b>November 15, 2022 Organizational Meeting of the Board @ 7:00 p.m.</b>
		<b>November 22</b>
<b>December 2022</b>	<b>December 13</b>	
<b>January 2023</b>	<b>January 10</b>	<b>January 24</b>
<b>February</b>	<b>February 14</b>	<b>February 28</b>
<b>March</b>	<b>Cancelled</b>	<b>March 28</b>
<b>April</b>	<b>April 11</b>	<b>April 25</b>
<b>May</b>	<b>May 9</b>	<b>May 23</b>
<b>June</b>	<b>June 13</b>	<b>June 27</b>
<b>July</b>	<b>Cancelled</b>	<b>At the Call of the Chair</b>
<b>August</b>	<b>Cancelled</b>	<b>At the Call of the Chair</b>
<b>September</b>	<b>September 12</b>	<b>September 26</b>
<b>October</b>	<b>October 10</b>	<b>October 24</b>
<b>November</b>	<b>November 14</b>	<b>November 21, 2023 Organizational Meeting of the Board @ 7:00 p.m.</b>



**FROM: John Howitt, Director of Education**

**DATE: September 13, 2022**

**SUBJECT: LKDSB Policy and Regulations on Trustee Honoraria**



Under Ministry of Education Ontario Regulation 357/06, Honoraria for Board Members, an outgoing board must set the Trustee remuneration policy for the next term of office. The deadline for setting the remuneration policy is October 15 of an election year to reflect the advancement of Voting Day under the Municipal Elections Act, 1996.

The four main components of the honoraria are:

- a) The base amount for the year.
- b) The enrolment amount for the year.
- c) The attendance amounts payable to the member for the year.
- d) The distance amounts payable to the member for the year.

In 2006, each school board had to create a “Citizens’ Advisory Committee on Honoraria” to review the proposed new honoraria. The Citizens’ Advisory Committee on Honoraria was required to make recommendations to the board on all four components of the honoraria. The LKDSB Citizen’s Advisory Committee on Honoraria recommended that the Board not provide Trustees with an attendance amount for attending committees required to be established by an Act or regulations under an Act (SEAC and SAL) because they felt it was not equitable.

The LKDSB does not qualify for the distance amount.

Executive Council has reviewed the policy and regulations. Changes are not recommended to the policy. The regulation has been revised to reflect updates to Ontario Regulation 357/06, Honoraria for Board Members, and to clarify that the First Nation Trustee will receive the same honorarium as an elected Trustee.

Ontario Regulation 7/07, Student Trustees, determines the honorarium paid to Student Trustees which is \$2,500.

**Recommendation:**

“That the Board approve the review of the Policy and revised Regulations on Trustee Honoraria.”



## POLICY

**SUBJECT: Trustee Honoraria**

It is the policy of the Lambton Kent District School Board to provide Trustees with Honoraria that recognizes the importance and value of the role of the Trustee in public education. The amount shall be in accordance with the terms set out in the Ontario Regulation 357/06.

Implementation Date: October 24, 2006  
Reviewed: September 28, 2010, September 23, 2014, September 11, 2018,  
September 13, 2022

Reference: Education Act, Ontario Regulation 357/06 "Honoraria for Board Members"



# REGULATIONS

**SUBJECT: Trustee Honoraria**

1. The honorarium for a Trustee of the Board in respect of any year of ~~his or her~~ their term of office shall consist of the following components. ~~The First Nation Trustee will receive the same honorarium as an elected Trustee.~~

- 1.1 Base Amount

For each member of the Board, for each year of the term of office beginning on ~~December 1, 2018~~ November 15, 2022, the base amount paid shall be \$5,900.00.

~~For each year of the term of office beginning on December 1, 2010, the amount calculated for a year of the term of office beginning on December 1, 2006, increased by the percentage increase in the Ontario Consumer Price Index as published by Statistics Canada for the period between,~~

- ~~i) July 1, 2006, and~~
- ~~ii) June 30, 2010.~~

The amount paid to the Chair of the Board shall be the base amount plus \$5,000.00.

The amount paid to the Vice-Chair of the Board shall be the base amount plus \$2,500.00.

- 1.2 Enrolment Amount

For each member of the Board, the enrolment amount paid shall be one hundred percent of the amount determined when multiplying the Board's Average Daily Enrolment (ADE) by \$1.75 and then dividing by that product by ten.

The amount paid to the Chair of the Board shall be the enrolment amount above plus the sum of the ADE multiplied by \$0.05 with a minimum of \$500.00 and a maximum of \$5,000.00

The amount paid to the Vice-Chair of the Board shall be the enrolment amount above plus the sum of the ADE multiplied by \$0.025 with a minimum of \$250.00 and a maximum of \$2,500.00.

- 1.3 Attendance Amount

A Trustee who is a member of the Special Education Advisory Committee (SEAC) or Supervised Alternative Learning Committee (SAL) shall not receive an attendance amount for attending the meetings.

1.4 Distance Amount

The distance amount component of the honorarium as outlined in Ontario Regulation 357/06 does not apply to the Lambton Kent District School Board.

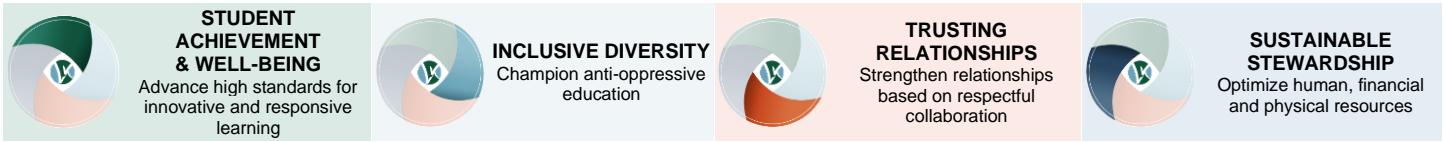
1.5 Service for a Partial Year

The honorarium paid to a Board member for a partial year shall be prorated according to the time served.

Implementation Date: October 24, 2006

Revised: November 28, 2006, September 28, 2010,  
September 23, 2014, September 11, 2018, **September 13, 2022**

Reference: Education Act, Ontario Regulation 357/06 “Honoraria for Board Members”



**FROM: John Howitt, Director of Education**

**DATE: September 13, 2022**

**SUBJECT: Establishment of the LKDSB Compliance Audit Committee**



The Municipal Elections Act, 1996 (MEA) states that every district school board must appoint a Compliance Audit Committee by October 1, 2022, to hear and decide on applications for compliance audits regarding a candidate’s campaign expenses. The Committee must be comprised of three to seven people, who cannot be members of the school board, an employee, or a candidate in the election.

The responsibilities of the Compliance Audit Committee and the compliance audit process are set out in section 88 of the MEA. Members of the committee serve a four-year term beginning November 15, 2022, on an as-needed basis.

Municipalities and school boards can appoint the same members to their respective Compliance Audit Committees (i.e. the same person may serve on more than one Compliance Audit Committee), but each appoint all the members of their committee.

Mike Lowther, Derek McGivern, Mike Phipps, and Daniel Whittal have agreed to serve on the Compliance Audit Committee for the Lambton Kent District School Board.

**Recommendation:**

“That the Board approve the appointment of Mike Lowther, Derek McGivern, Mike Phipps, and Daniel Whittal to the Lambton Kent District School Board Compliance Audit Committee for the term November 15, 2022 to November 14, 2026.”





**FROM: Lareina Rising, Trustee**

**DATE: September 13, 2022**

**SUBJECT: Indigenous Liaison Committee Report**



The June 15, 2022 meeting of the Indigenous Liaison Committee (ILC) was held via TEAMS with Trustee Lareina Rising chairing the meeting.

Minutes from the May 18, 2022 meeting were reviewed and approved.

Trustee Lareina Rising welcomed everyone. Principal Carrielyn Smith gave the Traditional Territorial Acknowledgement as part of the opening of the meeting.

Report from the First Nation Communities were received:

### **Aamjiwnaang First Nation**

Education Coordinator Vicki Ware reported that the community received two Niigaan Gdizhaami Fund proposals to Kinoomaadziwin Education Body projects. The first request was from Sir John Moore Community School and the second from Dallas Sinopole, Indigenous Lead, for a Lodge to be installed. Graduations and a year-end trip to Flying Squirrel are currently being planned. An announcement was made stating Chenoa Plain has been elected to the Board of Directors for a two-year term.

### **Eelünaapéewi Lahkéewiit**

Education Manager, Jolene Whiteye reported the Community belongs to the Association of Iroquois & Allied Indians (AIAI) and two students were invited to participate in a conference. Ridgetown District High School will be hosting two traditional food celebrations for the students to enjoy during the month of June. Preparation for the kindergarten student graduation is underway as well as the year end trip to Canada's Wonderland. The annual Les Timothy golf tournament was held at Wardsville Golf Club which raised funds for children's activities and was very successful.

### **Bkejwanong First Nation**

Education Manager Jarvis Nahdee reported the students from the Immersion school are enjoying Land based learning. Members of the community enjoyed the maple syrup festival and students learned about harvesting wild edibles including fiddleheads and moral mushrooms. Students are also participating in fishing trips to the marshes. Planning is underway for the grade eight students' annual trip to the CN Tower and Ripley's aquarium, while the secondary program staff are preparing HJC graduation ceremonies which will be held on June 28. Students who wish to participate in the Reach-

Ahead summer school program in conjunction with the Lambton Kent District School Board will earn a grade nine credit during the month of July.

Trustee Lareina Rising stated that the budget was passed and GSN grants were released on time from the Ministry. The Board honoured the Chatham-Kent Medical Officer of Health as he is retiring and Trustees received a presentation on the Supervised Alternative Learning (SAL) Program.

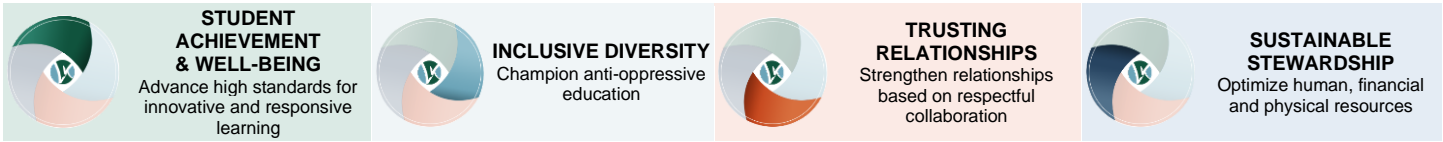
Indigenous Lead Dallas Sinopole shared information about recent initiatives including the student symposium which was held at Bkejwanong and Aamjiwnaang First Nation communities spanning over four days with two being held in each community. Lambton Kent District School Board partnered with St. Clair Catholic District School Board and held a very successful symposium with 829 students participating experiencing many different cultural workshops. 315 classes attended a virtual residential school presentation, 180 classes joined the virtual presentation featuring Wab Kinew, the NDP leader in Manitoba as well as John Herrington who is the first Indigenous astronaut. A virtual presentation was held called "What does Anishinaabe Giizhigad mean to me"? This included local presenters featured including Summer Bressette, Daniel Deleary and Dave Jones. Elders have been visiting classrooms and Indigenous rooms teaching student about Indigenous culture, language, and world views. Aamjiwnaang has a Learning lodge which is utilized for youth symposiums. The available space is near the Pow Wow grounds, daycare and local school and students will be taught how to build a lodge which will be an amazing learning opportunity. A proposal was submitted to Aamjiwnaang through the Niigaan Gdizhaami Fund. The Land Acknowledgements will continually be a work in progress while working in conjunction with communities to update this document. There have been discussions with the communities regarding the new ILC meeting format. The hope is to have a plan of action regarding the format of upcoming ILC and caucus meetings before September.

Superintendent Lane noted that ILC meetings will continue to be held the 3<sup>rd</sup> Wednesday of each month and the dates were included in the agenda. There will, however, be a change in June because the 3<sup>rd</sup> Wednesday is June 21<sup>st</sup> which is National Indigenous Peoples Day. The ILC meeting will be moved a week ahead to avoid conflict. Students attending a community school are required to submit paperwork which the board is required to submit to the Ministry of Education. This would apply to approximately 1500 students. The Board is troubleshooting ways to complete this in a timely manner and may call a meeting next week to discuss.

The Board would like to recognize Gretchen Sands-Gamble who is a member of the Indigenous Team and has done a tremendous amount of work to move Indigenous Education forward. Gretchen will be returning to the classroom in September. A posting was released today to find a replacement for Gretchen.

Administrators are on the move with a total of 33 administrator moves across the District. Administrators from 41 schools submitted reports from across the district and these reports are now being archived on the staff portal for all LKDSB staff to be able to reference.

The next ILC meeting is tentatively scheduled for Wednesday, September 21, 2022 at 6:00 p.m. with the location to be determined.



**FROM: John Howitt, Director of Education**

**DATE: September 13, 2022**

**SUBJECT: Senior Administration Portfolios**



The Senior Administration team has been reorganized effective August 1, 2022. This reorganization followed the retirement of the Superintendent of Education – Capital Planning and Pupil Accommodation / Alternative and Continuing Education. The vacant Superintendent position was not filled reducing the Senior Administrative team by one, and the continuing Supervisory Officers (Director of Education, Associate Director and Superintendents) responsibilities have been increased to compensate for the vacancy.

In addition, the role of Superintendent of Business & Treasurer of the Board has been replaced with the Associate Director of Corporate Services & Treasurer of the Board. The Associate Director of Corporate Services & Treasurer of the Board is held by Brian McKay, former Superintendent of Business & Treasurer of the Board.

To better reflect the responsibilities within portfolios, the following Superintendent of Education title changes were made:

- Angie Barrese, Superintendent of Education – Student Support Services / Well-Being (formerly Superintendent of Education – Special Education)
- Gary Girardi, Superintendent of Education – Human Resources / Safe Schools (formerly Superintendent of Education – Human Resources)
- Helen Lane, Superintendent of Education – Indigenous Education / Equity, Diversity & Inclusion / International Education (formerly Superintendent of Education – Indigenous Education / Leadership and Equity)
- Mary Mancini, Superintendent of Education – Student Success / Secondary / Adult & Continuing Education (formerly Superintendent of Education – Student Success / Secondary)

The Senior Administration Portfolios Chart, effective August 1, 2022, can be found attached to this report.

Director of Education & Secretary of the Board  John Howitt	Superintendents of Education					Associate Director & Treasurer
	Helen Lane	Ben Hazzard	Mary Mancini	Angie Barrese	Gary Girardi	Brian McKay
	Program				Human Resources / Safe Schools	Corporate Services
Chief Education Officer	<b><u>Indigenous Education / Equity, Diversity &amp; Inclusion / International Education</u></b>	<b><u>Early Years / Elementary</u></b>	<b><u>Student Success / Secondary /Adult &amp; Continuing Education</u></b>	<b><u>Student Support Services / Well-Being</u></b>	FOS: LCCVI & Elementary feeders	Acting Director in times of Director absence
Chief Executive Officer		FOS: JMSS, GLSS & Elementary feeders	FOS: CKSS, TDHS & Elementary feeders	FOS: BDHS, AMSS, NCIVS & Elementary feeders	Staffing/Enrolment	Chief Financial Officer / Treasurer of the Board
Administrative Organization		Elementary Curriculum and Supports	Secondary Curriculum and Supports	Curriculum, Supports and Services	Negotiations/Contract Maintenance	Financial Services
Board:	FOS: LKCS, NLSS, RDHS, WDSS & Elementary feeders	School Effectiveness Framework (K to Gr. 12) Leader	Student Success Leader	<ul style="list-style-type: none"> <li>Identification Placement and Review Committee (IPRC)</li> <li>Psychology Services</li> <li>Speech and Language Services</li> <li>Autism Services</li> <li>Special Education Advisory Committee (S.E.A.C.)</li> </ul>	Employee Services	<ul style="list-style-type: none"> <li>Budget Development/ Financial Planning</li> <li>Financial Statements</li> <li>Accounting Services</li> <li>Payroll Services</li> <li>Purchasing Services</li> </ul>
<ul style="list-style-type: none"> <li>Procedural Bylaws</li> <li>Policies/Regulations</li> <li>Board Meetings</li> <li>Board Committee Meetings</li> <li>Accountability Report</li> </ul>	Indigenous Education	Kindergarten	Post Secondary Liaison	<ul style="list-style-type: none"> <li>Special Education Plan</li> <li>Tragic Events Response Team (TERT)</li> </ul>	Staff Certification Staff Development for Non-Teaching Staff	<ul style="list-style-type: none"> <li>Reception</li> <li>Information Technology</li> <li>Technology Steering Committee</li> <li>Instructional Technology</li> </ul>
Multi-Year Strategic Plan	<ul style="list-style-type: none"> <li>Indigenous Liaison Committee</li> <li>Tutor Escorts</li> </ul>	Before and After/ Extended Day Program	Summer Semester (Curriculum Support)	<ul style="list-style-type: none"> <li>Special Education Plan</li> <li>Tragic Events Response Team (TERT)</li> </ul>	Recruitment/Exit	Records Management (Student)
Board Improvement Plan for Student Achievement	Indigenous Teacher Education Program	Early ON	OYAP SHSM SWAC / Dual Credit	<ul style="list-style-type: none"> <li>Special Education Plan</li> <li>Tragic Events Response Team (TERT)</li> </ul>	Attendance Support	<ul style="list-style-type: none"> <li>Board Insurances / Risk Management / OSBIE</li> </ul>
Executive Council	Equity & Inclusive Education Anti-Racism/Anti-Oppression	Support Staffing	Experiential Learning	<ul style="list-style-type: none"> <li>Special Education Plan</li> <li>Tragic Events Response Team (TERT)</li> </ul>	Benefits	<ul style="list-style-type: none"> <li>Property Management/ Plant Custodial Maintenance Services</li> </ul>
Education Act/MOE Liaison	Equity, Diversity and Inclusion Committee	<ul style="list-style-type: none"> <li>Early Childhood Educators</li> </ul>	Outdoor Education	<ul style="list-style-type: none"> <li>Tragic Events Response Team (TERT)</li> </ul>	Disability/Wellness Management	<ul style="list-style-type: none"> <li>Facility Capital Forecast and Renewal Program</li> </ul>
School Councils/ Parent Involvement Committee	International Education	EQAO Primary/Junior	Home Schooling	<ul style="list-style-type: none"> <li>Tragic Events Response Team (TERT)</li> </ul>	Employment/Pay Equity	<ul style="list-style-type: none"> <li>Facility Partnerships</li> </ul>
Communications/Public Relations	<ul style="list-style-type: none"> <li>VISA Students</li> <li>Student Exchange Programs</li> </ul>	Large Scale Assessments	Home Instruction (Secondary)	<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Performance Appraisals	<ul style="list-style-type: none"> <li>Ministry System Reporting</li> </ul>
C.L.A.S.S.	Research	School Year Calendar	Home Instruction (Secondary)	<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Accessibility	<ul style="list-style-type: none"> <li>Student Education Foundations</li> </ul>
Pupil Accommodation	Newcomers -Settlement Workers in Schools	French Immersion (Elementary) Science Partnerships	French Immersion (Secondary)	<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Safe Schools	<ul style="list-style-type: none"> <li>C.L.A.S.S. (w/Director)</li> <li>Transportation</li> <li>Community Use of Schools</li> <li>Extended Day Program</li> <li>Energy/Environmental</li> </ul>
Legal Issues: Corporate / Governance	Community Partnerships	Second Languages	Second Languages (Secondary)	<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Board Leadership Development & Orientation Strategies – non teaching and administration	<ul style="list-style-type: none"> <li>External/Internal Audits</li> <li>Audit Committee</li> <li>RIAT (Regional Internal Audit Team)</li> </ul>
Freedom of Information and Protection of Privacy	English Language Learners (Elementary)	English Language Learners (Secondary)	English Language Learners (Secondary)	<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Disability/Wellness Management	
Student Trustees/ Student Senate				<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Employment/Pay Equity	
Board Succession Planning				<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Performance Appraisals	
Health and Safety				<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Accessability	
Records Management (Corporate)				<ul style="list-style-type: none"> <li>Home Instruction (Elementary)</li> </ul>	Safe Schools	
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				<ul style="list-style-type: none"> <li>Home</li></ul>		

<p>Human Rights</p>	<p>Student Teacher and College Placements</p> <p>Principal and Vice-Principal Councils – plenary &amp; elementary</p> <p>New Teacher Induction Program - elementary</p> <p>LKESSA</p>	<p>Alternative and Continuing Education Programs:</p> <ul style="list-style-type: none"> <li>• Specialized Co-op</li> <li>• International Languages</li> <li>• Student Attendance</li> <li>• Supervised Alternative Learning</li> <li>• Adult Education Strategy</li> <li>• Children and Youth In Care</li> </ul> <p>Principal and Vice-Principal Councils – plenary &amp; secondary</p> <p>New Teacher Induction Program - Secondary</p> <p>Summer Semester (Administration)</p> <p>LKSSAA</p>	<p>Collaborative Partnerships (PPM 149)</p>	<p>Legal Services: Finance / Property</p> <p>Multi-Year Capital Planning</p> <p>Pupil Accommodation (w Director)</p> <ul style="list-style-type: none"> <li>• Accommodation Reviews</li> <li>• Transition Committee</li> </ul>
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**SENIOR ADMINISTRATION PORTFOLIOS**

**August 2022**