

PRESENT:

Trustees:	Chair Randy Campbell, Vice-Chair Janet Barnes, Jane Bryce, Greg Agar, Ruth Ann Dodman, Jack Fletcher, Malinda Little, Roberta Northmore, Angela Richards, Kelley Robertson, and David Shortt
Student Trustees:	Alizah Ali and Tristan Nemcek
Staff:	Director of Education John Howitt, Associate Director Brian McKay, Superintendents of Education, Angie Barrese, Gary Girardi, Ben Hazzard, Helen Lane, and Mary Mancini
Regrets:	Student Trustee Kobee Soney and Public Relations Officer Heather Hughes
Recording Secretary:	Jaime Shannon, Executive Assistant to the Director
Call to Order:	Chair Campbell called the meeting to order at 7:00 p.m.
#2023-76 Approval of the Agenda	Moved by Angela Richards, seconded by Greg Agar, "That the Agenda for the Regular Board Meeting of April 25, 2023 be approved." <p style="text-align: right;">CARRIED.</p>
In Memoriam	Chair Campbell read an In Memoriam for an LKDSB staff member. A moment of silence was observed. Student Trustee Ali read the Traditional Territorial Acknowledgement.
Declaration of Conflict of Interest	None.
#2023-77 Approval of the Minutes Apr/11/2023	Moved by Jane Bryce, seconded by David Shortt, "That the Board approve the Minutes of the Regular Board Meeting of April 11, 2023." <p style="text-align: right;">CARRIED.</p>
Business Arising	None.
Motions Emanating from the Regular Board Private Session	None.
#2023-78 Action of the Regular Board Private Session be the Action of the Board	Moved by Janet Barnes, seconded by Malinda Little, "That the Action of the Board in Private Session be the Action of the Board." <p style="text-align: right;">CARRIED.</p>
Presentation – Staff Census – Superintendent Girardi	Superintendent Girardi introduced Tana Turner from Turner Consulting Group. He explained that Turner Consulting Group was the third party responsible for administering the Staff Census. He remarked that completion of the Staff Census, along with the completed Student Census, was one more step in the pathway to completing the Equity Audit, the data from which will be used to

help create a more welcoming and inclusive Board. He thanked the LKDSB union partners for their support throughout the process.

Tana Turner explained that the Staff Census was conducted in November 2022 and the Equity Audit has recently started. She remarked that these assessment tools are important to help the Board understand any equity issues in the workplace. She explained that the Staff Census helped discover who is working in the Board and its composition, and the Equity Audit will review policies and procedures, and help with the understanding of the work environment, culture, and experience of employees. She provided Trustees with an overview of the data collected from the Staff Census and noted that graphs compared the Staff Census to the community it serves, which showed significant gaps in representation. She explained that the Equity Audit will help with understanding on how the Board got to this place, and any barriers to hiring that may be impacting these outcomes. She added that the process will also show areas of strength the Board can build on.

The Staff Census Report can be found on the [LKDSB website](#).

A Trustee remarked that she was concerned with the percentage of staff with 25 years or more of service (9%) as one may project there could be an increase in absenteeism with this group which could affect the budget, as well as the percentage of staff under thirty years of age (6%), and asked if these numbers had been taken into consideration for staffing. Director Howitt responded that there are challenges and opportunities in terms of staffing, and a potential turnover could allow the Board to correct some of the items highlighted in the Staff Census. He said they are looking to remove barriers and ensure staff is more representative of its communities. He noted there are challenges in staffing teachers as there is not a university with a faculty of education in the Board community, although the ITEP program helps local Indigenous community members become OCT qualified. He said the Board is always seeking opportunities to enhance its recruitment and retention and remarked that the communities within the Board are great to live, work, and raise a family in. Superintendent Girardi added that over the past few years it has been imperative to review policies and processes given the challenges in job sectors and more opportunities are looked for moving forward. He remarked that the Trustee's assessment of the statistics has been noted and he shared some of her thoughts as to what is potentially happening within the workforce.

A Trustee noted that Recommendation #7 states that it is recommended that the LKDSB undertake efforts to close the gaps in representation for Indigenous and racialized employees by conducting outreach recruitment, removing barriers in the hiring process, and providing needed supports for hiring and advancement, and relayed that the First Nations have advocated for a First Nations representative to sit on the hiring committee for positions relative to First Nation students and education. Superintendent Lane responded that First Nation representatives are invited to participate in interviews involving First Nations education. She added that they are most welcome to participate, and in the past they respond to the invitation quite willingly.

A Trustee asked how the recommendations will be acted upon. Director Howitt responded that the recommendations are very important and the Equity Audit will provide more detail on where the Board will go with the recommendations.

He relayed that some are addressed or alluded to in the 2022-2023 Operational Plan and will be part of the 2023-2024 Operational Plan. He stated that following-through with the recommendations is important for credibility of the Board and to help ensure there is community buy-in and future success. Tana Turner added that the results of the Equity Audit will provide a full picture of the recommendations, so she had suggested waiting until the findings of the Equity Audit were available before acting on the Staff Census recommendations.

Superintendent Girardi explained there was a conscious decision in terms of the timeline of items and remarked that it is important and necessary work, is shared work, and will make the Board a better place.

Delegations

None.

Questions from the Public

None.

#2023-79
LKDSB Policy and
Regulations on
Performance of Medical
and Physical Procedures
for Students
Report B-23-65

Director Howitt reported to Trustees that the Policy and Regulations on *Performance of Medical and Physical Procedures for Students* were being brought forth as part of the LKDSB Cyclical Review. He explained that changes are not recommended for the Policy as it continues to reflect the philosophy of the LKDSB, and the Regulations have been updated to reflect current position titles and housekeeping changes.

Director Howitt noted that the colour blue will be used when noting revisions in documents as an accommodation measure.

Moved by Jane Bryce, seconded by Kelley Robertson,

“That the Board approve the review of the Policy and revised Regulations on *Performance of Medical and Physical Procedures for Students*.”

CARRIED.

Ontario Public School
Boards' Association
Update (OPSBA)

Trustee Fletcher relayed that the OPSBA Annual General Meeting will be held on June 8, 9, and 10 in Blue Mountain Village, Ontario. He suggested Trustees review the recent email from OPSBA regarding provincial updates as significant items impactful to boards were included.

Ontario Principals' Council
(OPC) Conference Summit
on Public Education in
Canada 2023

Student Trustee Nemcek provided Trustees with his takeaways from the OPC Conference he attended in Toronto, Ontario on April 3 and 4, 2023. He relayed that the conference was on the future of education and students from across the province were invited to attend to provide student voice. He highlighted the presentations received from Yong Zhao, who presented his ideas on education systems, collaboration, and standardized testing, and Nigaan Sinclair, who presented on Indigenous Education in schools.

Staff Census
Report B-23-66

Superintendent Girardi noted that the Board Report accompanied the earlier presentation on the Staff Census.

Director Howitt relayed that the Staff Census was shared with LKDSB staff that day and would be posted on the LKDSB website the following day. He noted that it had been shared in its entirety, which is important to help people understand the direction the Board is taking and the reason its making the decisions it is.

A Trustee asked when the Equity Audit would take place. Superintendent Girardi responded that two portions will be completed shortly, the survey offered to all staff and the opportunity to participate in focus groups, and that the information will be finalized in June with a report in the beginning of the 2023-2024 school year.

A Trustee asked if the release of the Operational Plan will be delayed to ensure the information from the Equity Audit is included. Director Howitt reminded Trustees that the previous year's Operational Plan with actual outcomes is brought forth to Trustees in September and the current year's Operational Plan is brought forth to Trustees in October. He explained that the Senior Team works on the upcoming year's Operational Plan throughout the summer and the timing was intentional to help use its findings to create goals, especially in relation to the Strategic Priority of Inclusive Diversity.

Correspondence

None.

New Business

None.

Trustee Questions

A Student Trustee asked if there could be an opportunity for secondary school students to take two summer semester credits instead of one, to allow them to graduate one year early. Superintendent Mancini responded that LKDSB students are permitted to take only one summer semester credit course as the courses are intense, 110 hours over four weeks, and the Board would like to set students up for success. She noted that special permission has been given in the past to take two summer semester credit courses, but it was not successful very often. She noted that the LKDSB has one summer semester in July, but students can take a course in August through the consortium. She explained that there are many permutations that would allow a student to complete their OSSD in June or July of Grade 11, including reach-ahead credits prior to beginning Grade 9, summer semester courses, co-operative placements, and dual credit courses.

A Trustee requested that the Agenda Review Committee review the Minister's recent memorandum on *The Better Schools and Student Outcomes Act, 2023* and include it on the Board Agenda as Correspondence. She asked what the *Provincial Priorities Framework* and *Transparent and Accountable Use of Resources* will mean for the LKDSB as she feels the board is very transparent and accountable on its resources and budget. Director Howitt remarked that the Board welcomes accountability measures and there are expectations implied throughout the memorandum. He agreed that the Board is excellent in transparency. He noted that this is not the case with every board, and the Ministry has deemed it necessary to ensure this behaviour occurs everywhere. He relayed budget consultations with Board Committees were set to begin the following week.

A Trustee noted that some items in the memorandum were quite prescriptive of requirements for boards and municipalities and asked if the Director had knowledge as to how these requirements would be undertaken. She noted that she was glad to see the Ministry is thinking about excess pupil space but was not sure what it would mean for the LKDSB. Director Howitt reminded Trustees that *The Better Schools and Student Outcomes Act, 2023* is in its first reading

and not law, and there could be changes based on public input, which is due by May 16, 2023. He explained that “Upon Proclamation” means the language will have passed but will not be enacted until a specific later date and “Upon Royal Assent” means the proposed language will be immediately in effect, and it is important to read the legislation from those two places. He remarked that *School Board-Municipality Cooperation in Support of Child Care Programs* is an area of strength for the LKDSB, and Chatham-Kent Lambton Administrative Services (CLASS) has had a long-standing position dedicated to working with the municipalities on childcare. In terms of *Maximizing Capital Assets*, he noted there are LKDSB schools that share playing fields with coterminous board schools, and Trustees could consider school partnerships in the future should it be required. He relayed that *Governance and Leadership* details standardized training requirements for Trustees and Directors of Education, Trustee Conduct, and Directors of Education Performance Appraisals. He remarked that training is always welcome and shared that there have been ongoing consultations regarding the Trustee Code of Conduct, so its inclusion was not a surprise. He explained that the review of the Board’s existing Trustee Code of Conduct will be reported on at the May 9, 2023 Board Meeting to meet the current Education Act requirement for it to be reviewed every 4 years by May 15. He noted that the LKDSB has the Director’s Performance Appraisal as part of its Procedural By-Laws to ensure it is completed every year, which is not the case for other boards. In terms of *Early Integrated Planning with Municipalities*, Director Howitt relayed that the LKDSB has an ongoing involvement in planning groups with Municipalities. He noted *Teacher Oversight* detailed enabling more efficient disciplinary processes for the Ontario College of Teachers and College of Early Childhood Educators.

A Trustee referred to the minutes of the March 23, 2023 SEAC meeting, which detailed a presentation on Trauma-Sensitive Practices. He noted that everyone in the Board should have this training and asked who receives it and whether a presentation to Trustees would be beneficial. Superintendent Barrese responded that the individuals who presented to SEAC are part of the Board’s Trauma Team, which includes staff who are formally trained or have relevant life experience, and the training is available to anyone in the Board. She noted that the work is not done in isolation and Superintendent Lane and the Equity, Diversity, and Inclusion team had been included to ensure the work is done through that lens. She said that the training is primarily focused on supporting students in a school setting, but her team would be delighted to present the training to the Board. She noted that schools will often request training if there has been an incident, and members attend school staff meetings as much as possible in order to share information. She explained that prior to the pandemic, all Multi-Disciplinary Teams received trauma informed training, which is what it was called at the time, but due to staffing shortages and pandemic restrictions, it has been difficult to bring staff together. She added that the training is being completed, it is just not as uniform as it used to be, and relayed that it was scheduled as one of the workshops at the April 28, 2023 Professional Development Day. She remarked that they aim to offer as much support as they can within the parameters available. Director Howitt added that this is desirable training for staff, but it is difficult to find sufficient time for staff to complete the legislated and required training. He noted that many of the Professional Development Days are scheduled with contractual and Ministry required items, and there is a limited number of minutes that training can take place during staff meetings, so many times the training is voluntary, which does not allow for it to

be uniform. He explained that the Board is always looking for ways to try to recover from a training deficit created from the staffing shortages and pandemic restrictions.

Notices of Motion

None.

Announcements

The next Regular Board Meeting will be held on Tuesday, May 9, 2023 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 8:22 p.m.

Chair of the Board

Director of Education and
Secretary of the Board