

REGULAR BOARD MEETING AGENDA
PUBLIC SESSION

TUESDAY, FEBRUARY 14, 2023
7:00 p.m.

A

Board Room
Chatham Regional Education Centre
476 McNaughton Avenue East, Chatham

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) January 24, 2023 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:		
10. Delegations		
11. Questions from the Public		
12. Reports for Board Action:		
a) LKDSB Policy and Regulations on <i>Student Senate</i> <u>Recommendation:</u> "That the Board approve the review of the Policy and revised Regulations on <i>Student Senate</i> ."	Director Howitt Report B-23-30	8
b) LKDSB Policy and Regulations on <i>Student Trustees</i> <u>Recommendation:</u> "That the Board approve the review of the Policy and revised Regulations on <i>Student Trustees</i> ."	Director Howitt Report B-23-31	14
c) 2023-2024 School Year Calendar <u>Recommendation:</u> "That the Board approve the 2023-2024 School Year Calendar and that this calendar be forwarded to the Ministry of Education for approval as required."	Superintendent Hazzard Report B-23-32	18
13. Reports for Board Information:		
a) Indigenous Liaison Committee Report	Trustee Northmore Report B-23-33	20
b) Ontario Public School Boards' Association (OPSBA) Report	Trustee Fletcher Oral Report	
c) Parent Involvement Committee Report	Director Howitt Report B-23-34	22

d) Special Education Advisory Committee Report

Trustee Little
Report B-23-35

23

14. Correspondence

15. New Business

16. Trustee Questions

17. Notices of Motion

18. Announcements

a) The Board is entering into a review of the Trustee Code of Conduct. Trustees are asked to provide any input on the Trustee Code of Conduct to the Chair of the Board. The Trustee Code of Conduct will be brought forth to Trustees for approval prior to May 15, 2023.

b) The next Regular Board Meeting will be held on February 28, 2023 at the Sarnia Education Centre at 7:00 p.m.

19. Adjournment

PRESENT:

Trustees: Chair Randy Campbell, Vice-Chair Janet Barnes, Jane Bryce, joining virtually, Greg Agar, Ruth Ann Dodman, Jack Fletcher, Malinda Little, Roberta Northmore, Angela Richards, Kelley Robertson, and David Shortt

Student Trustees: Alizah Ali, Tristan Nemcek, and Kobee Soney

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

Regrets:

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

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

#2023-33 Moved by Greg Agar, seconded by Angela Richards,

Approval of the Agenda

“That the Agenda for the Regular Board Meeting of January 24, 2023 be approved.”

CARRIED.

In Memoriam Chair Campbell read an In Memoriam for an LKDSB staff member. A moment of silence was observed.

Chair Campbell read the Traditional Territorial Acknowledgement.

Declaration of Conflict of Interest None.

#2023-34 Moved by Jack Fletcher, seconded by David Shortt,

Approval of the Minutes
Jan/10/2023

“That the Board approve the Minutes of the Regular Board Meeting of January 10, 2023.”

CARRIED.

Business Arising As a follow-up to a Trustee question at the January 10, 2023 Board Meeting, Director Howitt reported that the school LKDSB secondary students helped build through fundraising in the Gaali region of Zambia, Africa was occupied in 2015 prior to the roof being completed and the building was fully completed in 2016. He added that the LKDSB logo was on the school at the time of construction. He noted that the Lambton College Enactus program was contacted for information on the school’s current status and he would bring back further information once it was received.

Motions Emanating from the Regular Board Private Session None.

#2023-35 Action of the Regular Board Private Session be the Action of the Board	Moved by Janet Barnes, seconded by Kelley Robertson, “That the Action of the Board in Private Session be the Action of the Board.”	CARRIED.
Delegations	None.	
Questions from the Public	None.	
#2023-36 Tender Award – Roof Replacement – Alexander MacKenzie Secondary School Report B-23-25	Associate Director McKay reported to Trustees on a tender for the Roof replacement and clerestory window replacement at Alexander MacKenzie Secondary School. He reported to Trustees that the successful bid was less than the project budget. A Trustee asked for an overview of the tender process and how it has evolved over the years. Associate Director McKay explained that in the past, all bidders would bring their paper bids to the Board Room and the bids would be opened in front of everyone in attendance, then the Purchasing Department would complete the calculations to ensure the bids were compliant and then report to Trustees for a recommendation. He relayed that bids are now completed electronically, and on the date and time of closing the website shuts down the bidding process and provides results within 30 seconds. He explained that Don Masse and Brandon Wysman review the bids under the supervision of the Supervisor of Purchasing, who ensures the bids are compliant. He noted that all bidders are notified of the results once Purchasing determines they are compliant and the results are available on the website. A report is then created by Associate Director McKay and his Administrative Assistant which is brought forward to Trustees. Moved by Greg Agar, seconded by Angela Richards, “That the Board award the tender to the successful bidder, Bullock & Sons Roofing, for the Roof Replacement at Alexander MacKenzie Secondary School.”	CARRIED.
Ontario Public School Boards’ Association Update (OPSBA)	There was no OPSBA update provided at the meeting.	
Financial Report 2022-23 School Year Expenditures, September 1 – November 30, 2022 Report B-23-26	Associate Director McKay reported on the first quarter 2022-2023 school year expenditures. He explained that this period represents about 25% of operating expenses that occur over 12 months, and approximately 30 to 35% of the salary and benefit portion of the instructional operating expenses that occur over a 10-to-12-month period. Associate Director McKay explained that Appendix A contains the summarized financial information for the first quarter and the report compares actual expenditures from September 1, 2022 to November 30, 2022 against two benchmark calculations. He explained that the first benchmark calculation (Scenario 1) provides a projected percentage spend based on a 5-year historical average of actual board expenditures and the second benchmark	

calculation (Scenario 2), which is new for 2022-2023, compares the actual expenditures to an assumption of equal spending patterns throughout the fiscal year. He highlighted selected expenditure categories within the Financial Report, and the comments are found summarized within the chart in the board report.

A Trustee asked if the Board is currently in a balanced budget position. Associate Director McKay responded that at this point the Board is in a balanced budget position and is on track for a balanced year, but many expenditures have not yet taken place so there will be a better sense of how it is targeting for year end in Quarters 2 and 3. He explained that this report focuses on the expenditures, which can fluctuate during the year, and not the revenues, which are based on enrolment and do not typically fluctuate. Director Howitt added that there are two enrolment count dates, one in October and one in March, that set the revenue amounts, but there is no fluctuation in revenue on a month-to-month basis, and that Trustees would be notified if there was a significant change in enrolment.

Correspondence

None.

New Business

None.

Trustee Questions

A Trustee asked for examples of student discipline, when it is required. Superintendent Girardi responded that there are a variety of options in terms of progressive discipline, and more detailed information can be found in the Progressive Discipline Regulations. He explained that these situations involve an investigation, which often lead to multiple and complex scenarios, and there is no one size fits all approach. He added that input is often received from school and Board staff and community agencies to determine next steps, and families are always engaged with. He provided general examples of situations and the discipline that may be assigned, such as illegal substances, which may involve a suspension, a physical altercation like a fight, which may involve a suspension, a dispute at recess, which may involve a loss of privileges, a dispute in class, which may involve a removal or alternative to a class, or a broad dispute among students which may involve restorative practices.

A Trustee asked what a response would be to cyber bullying. Superintendent Girardi responded that Safe Schools is involved in investigating situations that involve social media, including threats of violence and bullying, and these situations are a significant concern to staff and families. He explained that they are continually trying to understand and seek information on where these situations can occur and investigate, find solutions, and move forward. He explained that if a report is received, which can be made anonymously to the school or through staff, a variety of methods would be used to investigate, such as speaking to individuals, seeking input from community sources, such as the police, and using internal methods to look at social media use at school sites. Director Howitt thanked Superintendent Girardi for his response and added that many think a check-list system should be applied for discipline, but every situation is different and all factors need to be taken into account. He explained that there are factors within Ontario Regulation 472/07 that must be considered before deciding to utilize a progressive discipline approach, and many professionals within the system must come together to make these decisions.

A Trustee asked for an update on Brooke Central Public School.

Director Howitt noted that Trustees have received questions from community members who may not be directly connected to the school and are not on the mailing list that receives the updates. He explained that there was a January 10, 2023 update posted on the Brooke Central Public School website that answered many of the questions Trustees have been receiving. He remarked that the Board is 100% committed to transparency in the process at the school.

Associate Director McKay reported there was a Blackburn News article posted that day and explained that a final timeline is in progress with the architect as they are assessing the availability of workers and supplies needed for the project, but work is continuing. He reported that currently the drop ceiling, tiles and any other items impeding the path to the roof deck are being pulled down and explained that the work now includes sprinklers as required by the Building Code. He noted that it is a priority for the Board to return the students to the school this school year, and updates will be brought to the school community as they are received from the architect. He explained that the roof replacement is still scheduled to be completed in summer 2023, but explained that the timeline is fluid while awaiting the timeline on the roof structure upgrades. He noted that a tender would be needed to move forward with the roof replacement project and if it cannot be completed in 2023 it would be scheduled to be completed in 2024, and added that Trustees would be kept up to date on the timeline. He remarked that there were questions on student transportation due to the move to temporary locations, and explained that the longest bus rides are for the Grades 6, 7, and 8 students after school as they are picked up from Brooke Central Public School first, then their bus picks up the younger students from the temporary school sites. He explained that this was done to ensure the older students were home to look after any younger siblings, which was a concern raised by community members. He noted that the younger students are not on the bus for extended periods of time and that bell times were reviewed, but making any changes would have created issues.

A Trustee noted that they attended the first meeting and appreciated that the Director and Associate Director were willing to compromise on some items, but would not compromise on student or staff safety.

A Student Trustee asked how the Board plans to recruit qualified Indigenous teachers to teach Indigenous courses, and provided concerns around the lack of interest some of the teachers assigned to these courses have shown. Director Howitt responded that one item to support the recruitment of teachers with an Indigenous background is the Indigenous Teacher Education Program (ITEP) program, which is in its second cycle of students and is currently recruiting students for the third cycle. He explained that the ITEP program is offered in partnership with Queens University, and allows students from the local area to work towards their Ontario College of Teachers' (OCT) Certification while not having to leave the area to go to school. He added that the hope is that when these students graduate, they will choose to work for the LKDSB. He noted that the Indigenous Liaison Committee recently encouraged the Board to expand the Indigenous Language program, but it was noted that staffing the associated positions has been challenging. Superintendent Lane added that ITEP will assist with staffing these positions, but it may take a few years, and agreed that it has been a challenge to find language teachers. She explained that data on the

language classes, such as who can teach them, where they are located, and how many students are taking them, is being compiled, and noted that there have been situations in the past where a language speaker who was not OCT qualified was paired with an OCT qualified teacher to teach a course. She noted that the Indigenous Education department is available to provide any support needed based on the concerns raised. She relayed that applications for the next ITEP session will open on September 1, 2023. Superintendent Girardi added that the Staff Census was recently completed, and as part of this process, the data will be used to help analyze Board processes and identify any barriers for people who may be underrepresented. Director Howitt added that if students have concerns with any LKDSB staff member they should speak to their principals or a Superintendent if needed.

A Trustee noted that the ITEP students who will graduate in 2023 are qualified to teach Kindergarten to Grade 6, so additional qualifications would be needed to teach secondary school courses and asked if this will change to allow for these teachers to teach secondary school courses. Director Howitt responded that there is a Letter of Permission process through the Ministry of Education, where an application can be made for staff to work in areas they may not be qualified for, which could be considered to address vacancies in the system. He noted that a Letter of Permission would be specific to the individual.

Trustee Agar departed from the meeting at 8:09 p.m.

Reconvene to Private Session

The Board reconvened to Private Session at 8:14 p.m.

Reconvene to Public Session

The Board reconvened to Public Session at 8:26 p.m.

Notices of Motion

None.

Announcements

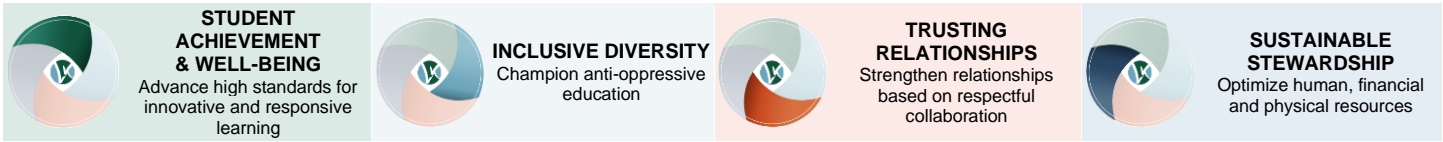
The next Regular Board Meeting will be held on Tuesday, February 14, 2023 at the Chatham Regional Education Centre at 7:00 p.m.

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 8:27 p.m.

Chair of the Board

Director of Education and
Secretary of the Board



FROM: John Howitt, Director of Education

DATE: February 14, 2023

SUBJECT: LKDSB Policy and Regulations – *Student Senate*



The policy on *Student Senate* has been reviewed as part of the LKDSB cyclical review. The policy statement continues to reflect the philosophy of the LKDSB and changes are not recommended.

The regulations on *Student Senate* have been updated to reflect changes to the role of Student Trustees on Student Senate.

Recommendation:

“That the Board approve the review of the policy and revised regulations on *Student Senate*.”



POLICY

SUBJECT: STUDENT SENATE

It is the policy of the Lambton Kent District School Board to establish and maintain a Student Senate according to the Regulations that correspond to this Policy.

Implementation Date: June 10, 1998
Revised: October 8, 2002
Reviewed: November 8, 2011
Revised: May 8, 2012
Reviewed: November 28, 2017, [February 14, 2023](#)

Reference: LKDSB Regulations and Administrative Procedure *Student Senate*



REGULATIONS

SUBJECT: STUDENT SENATE

Role of the Student Senate

1. Student Senate should play a proactive role in improving the educational experience for Lambton Kent District School Board students. The group has the opportunity to produce proposals and initiatives to be undertaken across Lambton Kent the district, which will be brought forward presented to the Board by Student Trustees.
2. The Student Senate has the right to make recommendations to the attention of the Board, through the Student Trustees, concerning matters discussed by the Student Senate with a quorum of representatives from at least fifty percent (50%) of the schools being present and voting.
3. Student Senate Subcommittees consisting of Student Senate members, Student Trustees, the Trustee Mentors, the Administration Liaison, and/ or other students may be established to work on specific initiatives and issues. A chair for each subcommittee will be established and Student Trustees are responsible for reporting information and progress from these committees to Board the Student Senate.
4. In February of each year, the Student Senate will elect Student Trustees to serve on the Board for the following year.

Role of Student Senators

5. Student Senators shall be charged with the responsibility of bringing student concerns from their schools, including Student Councils, for discussion and shall be responsible to report deliberations of the Student Senate back to the students in their schools.
6. The Student Trustees will Co-Chair the Student Senate with a member of Student Senate attend all meetings and will assist the Trustee Mentors with the responsibility of forwarding student concerns and comments identified during these meetings to the Board.
7. The Trustee Mentors and the Student Trustees shall be charged with the responsibility of forwarding recommendations of the Student Senate to the Board for their consideration and shall be responsible to report back to the Senate the results of the Board's deliberations.
8. Student Senate members will be eligible to receive credit toward the Community Involvement Activity requirement of the Ontario Secondary School Diploma.

Student Senate Members

9. Two Trustees will be appointed annually to serve as Mentors on Student Senate. ~~and they will assist the Student Chair in all meetings.~~
10. The Student Trustees will serve on the Student Senate as Co-Chairs.
11. Prior to the end of June, each secondary school will select two student representatives to serve on the Student Senate for the following school year. When possible, one or both the representatives will serve a two-year term.
12. Two First Nation Student Representatives will be invited to serve on the Student Senate. They will be selected by the First Nation Communities.
13. The Director of Education or designate will act as liaison to the ~~Committee Student Senate.~~
14. For matters requiring a vote at the Student Senate, voting privileges are not extended to the Student Trustees, the Trustee Mentors or the Director of Education or designate.

Meeting Frequency

15. The Student Senate will meet a minimum of four times per year. ~~via video conference from the two Board Offices or by teleconference.~~
16. The first meeting will be held in October with the dates, ~~and~~ times, and format (in-person, virtual, or both), of the remaining meetings to be determined by the Senate.
17. Student Senate decisions are made through consensus. When necessary, a majority vote may be used.
18. Each year there will be an election of a Student Senate Co-Chair and Student Recorder. The election will occur at ~~the end of~~ the first meeting of the Student Senate in October.
19. Meeting agendas will be determined by the Student Senate Co-Chair(s), Student Trustees, Administration and Trustee Mentors and will focus on matters that concern the students on a system level. Students may focus on problems that cannot be resolved in their schools or on Board issues that require student input and initiatives within and between schools.

Kilometrage for Attending Student Senate Meetings

20. The cost of traveling to Student Senate Meetings will be paid in accordance with the LKDSB Regulations *Expense Reimbursement for Staff, Trustees and Student Trustees.*

Implementation Date: June 10, 1999
 Revised: January 11, 2005
 Reviewed: September 25, 2007
 Revised: November 8, 2011, May 8, 2012, May 14, 2013, November 28, 2017, September 25, 2018, February 14, 2023
 Reference: LKDSB Policy and Administrative Procedure *Student Senate*



REGULATIONS

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1. Student Senate should play a proactive role in improving the educational experience for Lambton Kent District School Board students. The group has the opportunity to produce proposals and initiatives to be undertaken across the district, which will be presented to the Board by Student Trustees.
2. The Student Senate has the right to make recommendations to the attention of the Board, through the Student Trustees, concerning matters discussed by the Student Senate with a quorum of representatives from at least fifty percent (50%) of the schools being present and voting.
3. Student Senate Subcommittees consisting of Student Senate members, Student Trustees, the Trustee Mentors, the Administration Liaison, and/ or other students may be established to work on specific initiatives and issues. A chair for each subcommittee will be established and Student Trustees are responsible for reporting information and progress from these committees to the Student Senate.
4. In February of each year, the Student Senate will elect Student Trustees to serve on the Board for the following year.

Role of Student Senators

5. Student Senators shall be charged with the responsibility of bringing student concerns from their schools, including Student Councils, for discussion and shall be responsible to report deliberations of the Student Senate back to the students in their schools.
6. The Student Trustees will Co-Chair the Student Senate with a member of Student Senate and will assist the Trustee Mentors with the responsibility of forwarding student concerns and comments identified during these meetings to the Board.
7. The Trustee Mentors and the Student Trustees shall be charged with the responsibility of forwarding recommendations of the Student Senate to the Board for their consideration and shall be responsible to report back to the Senate the results of the Board's deliberations.
8. Student Senate members will be eligible to receive credit toward the Community Involvement Activity requirement of the Ontario Secondary School Diploma.

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12. Two First Nation Student Representatives will be invited to serve on the Student Senate. They will be selected by the First Nation Communities.
13. The Director of Education or designate will act as liaison to the Student Senate.
14. For matters requiring a vote at the Student Senate, voting privileges are not extended to the Student Trustees, the Trustee Mentors or the Director of Education or designate.

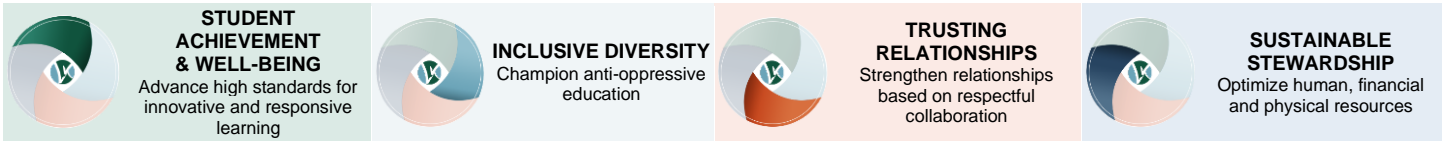
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17. Student Senate decisions are made through consensus. When necessary, a majority vote may be used.
18. Each year there will be an election of a Student Senate Co-Chair and Student Recorder. The election will occur at the first meeting of the Student Senate in October.
19. Meeting agendas will be determined by the Student Senate Co-Chair, Student Trustees, Administration and Trustee Mentors and will focus on matters that concern the students on a system level. Students may focus on problems that cannot be resolved in their schools or on Board issues that require student input and initiatives within and between schools.

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20. The cost of traveling to Student Senate Meetings will be paid in accordance with the LKDSB Regulations *Expense Reimbursement for Staff, Trustees and Student Trustees*.

Implementation Date: June 10, 1999
Revised: January 11, 2005
Reviewed: September 25, 2007
Revised: November 8, 2011, May 8, 2012, May 14, 2013, November 28, 2017,
September 25, 2018, February 14, 2023
Reference: LKDSB Policy and Administrative Procedure *Student Senate*



FROM: John Howitt, Director of Education

DATE: February 14, 2023

SUBJECT: LKDSB Policy and Regulations – *Student Trustees*



The policy on *Student Trustees* has been reviewed as part of the LKDSB cyclical review. The policy statement continues to reflect the philosophy of the LKDSB and changes are not recommended.

The regulations on *Student Trustees* have been updated to reflect changes to the role of Student Trustees on Student Senate.

Recommendation:

“That the Board approve the review of the policy and revised regulations on *Student Trustees*.”



POLICY

SUBJECT: Student Trustees

It is the policy of the Lambton Kent District School Board to encourage student representation on the Board through the provision of three positions for student trustees in accordance with Ontario Regulation 461/97.

Implementation Date: June 10, 1998
Revised: October 8, 2002, January 30, 2007, October 11, 2011, May 13, 2014,
February 27, 2018
Reviewed: [February 14, 2023](#)
Reference: Ontario Regulation 461/97
Bill 78, Regulation 07/07 – Student Trustees
LKDSB Regulations, Administrative Procedures



REGULATIONS

SUBJECT: Student Trustees

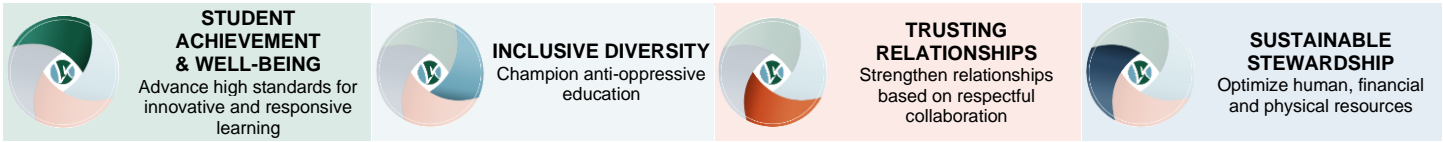
1. A student must be in full-time attendance in the senior division of one of the Board's secondary schools, or be an exceptional pupil in a special education program for whom the Board has reduced the length of the instructional program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulations of Ontario, 1990 (Operation of Schools – General) made under the act, so long as the pupil would be a full-time pupil if the program had not been reduced, and be at least 16 years of age.
2. The term of office begins on August 1 of the year in which the Student Trustee is elected and ends on July 31 of the following year. Students may reapply to serve as a Student Trustee for the following year.
3. The members of the Student Senate will elect the Student Trustees each year by February 28.
4. In any one year, one Student Trustee will be elected from secondary schools in Sarnia Lambton; one will be elected from secondary schools in Chatham-Kent and one will be elected by self-identified LKDSB Indigenous students to serve as the Indigenous Student Trustee.
5. The names of the Student Trustees will be brought forward for Board approval no later than the last Board meeting in March.
6. Students will be disqualified from participating if they:
 - (a) cease to be students;
 - (b) do not maintain appropriate academic standards;
 - (c) are recommended for dismissal by their principal;
 - (d) violate any of the Administrative Procedures.
7. The Trustees selected to sit on the Student Senate will act as the Student Trustee mentors.
8. Student Trustees will be eligible to receive credit toward the Community Involvement Activity Requirements of the Ontario Secondary School Diploma.
9. Student Trustees will:
 - (a) be invited to attend all Board Meetings and may attend any committee meetings in which they have an interest;
 - (b) be seated at the Board table and be able to participate in all Board deliberations within the public domain as well as provide input;
 - (c) be entitled to have their non-binding vote recorded in the Board Minutes if they request it;
 - (d) be able to introduce agenda items as per the Board's Procedural By-laws;

- (e) be entitled to suggest a Motion on any matter at a Meeting of the Board or of one of its committees on which the student sits and if no member of the Board moves the suggested Motion, the record shall show the suggested Motion.
 - (f) be entitled to attend meetings closed to the public with the exception of those defined in Subsection 55 (5) of the Education Act b) the disclosure of intimate, personal or financial information in respect to a member of the Board or committee, an employee or prospective employee of the Board or a pupil or their parent or guardian.
 - (g) be reimbursed for transportation costs to and from Board Meetings, and for other eligible expenses incurred in the performance of their duties according to Board Regulations R-BU-502.
 - (h) be encouraged to attend the Ontario Public School Boards' Association conference;
 - (i) be entitled to the same professional development budget as elected Trustees.
 - (j) [Co-Chair the Student Senate with a member of Student Senate.](#)
10. Student Trustees will receive an honorarium in the amount of \$2,500.00 as outlined in the Ministry of Education Regulation 07/07.

Implementation Date: June 10, 1998

Revised: October 8, 2002, June 25, 2005, January 30, 2007, October 11, 2011, May 13, 2014, February 27, 2018, September 11, 2018, [February 14, 2023](#)

Reference: Ontario Regulation 461/97
Bill 78, Regulation 07/07 – Student Trustees
LKDSB Policy and Administrative Procedures



FROM: Ben Hazzard, Superintendent of Education

DATE: February 14, 2023

SUBJECT: 2023-2024 School Year Calendar



Background:

Regulation 304, School Year Calendar, Professional Activity Days outlines the requirements for the preparation and submission of school year calendars to the Ministry of Education. For 2023-2024, the school year shall include a minimum of 194 school days of which three days must be designated as professional activity (PA) days devoted to provincial education priorities. These priorities are reflected through the criteria and topics contained in *Policy/Program Memorandum No 151*. Boards may designate up to four additional days as PA days. A board may also designate up to ten instructional days as examination days.

Proposal:

After discussion with our coterminous school board, unions, administrators and Parent Involvement Committee, a regular school calendar is being proposed for the 2023-2024 school year. The following charts outline the proposed organization of this calendar.

Statutory/School Board Designated Holidays:

September 4, 2023	Labor Day
October 9, 2023	Thanksgiving Day Holiday
December 25 to January 5, 2024	Winter Break
February 19, 2024	Family Day
March 11 – 15, 2024	March Break
March 29, 2024	Good Friday
April 1, 2024	Easter Monday
May 20, 2024	Victoria Day

P.A. Days:

- Friday, September 15, 2023
- Friday, October 6, 2023
- Friday, November 17, 2023
- Friday, February 2, 2024
- Friday, April 26, 2024
- Friday, June 7, 2024
- Friday, June 28, 2024

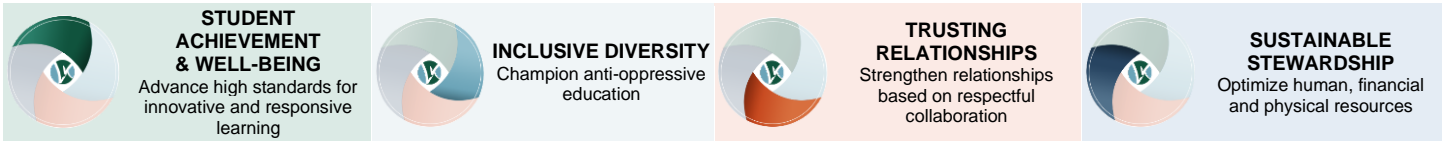
Secondary Exam Days:

Friday, January 26 – Thursday, February 1, 2024

Friday, June 21 – Thursday, June 27, 2024

Recommendation:

"That the Board approve the 2023-2024 School Year Calendar and that this calendar be forwarded to the Ministry of Education for approval as required."



FROM: Roberta Northmore, Trustee

DATE: February 14, 2023

SUBJECT: Indigenous Liaison Committee Report



The January 18, 2023, meeting of the Indigenous Liaison Committee (ILC) was held via TEAMS with Trustee Roberta Northmore chairing the meeting. Principal Carrielyn Smith gave the Traditional Territorial Acknowledgement as part of the opening of the meeting.

Reports from the First Nation Communities were received:

Kettle and Stony Point First Nation

Indigenous Lead Jenna Southen from Hillside School reported that her role as Indigenous Lead has been comprised of spending a lot of time meeting with students and schools identifying areas of further support needed. Jenna is looking forward to initiating different programs and building connections with the schools. David Ennis reported that, due to the departure of former Principal Steve Syers, he is acting as both Director and Principal of Hillside School and reports the school is finding it difficult to staff various roles.

Vicki Ware, Aamjiwnaang First Nation

Education Coordinator Vicki Ware reported that the Community has been busy building processes and that Special Education programming is an area that is currently being focused on. The community education staff have been coached and mentored by LKDSB staff and the LKDSB Applied Behaviour Analysis (ABA) specialist is putting together programs to use via the curriculum.

Trustee Roberta Northmore thanked the school administrators who have sent in their ILC reports and noted it is nice to see that the schools are using the Territorial acknowledgement and getting the students involved.

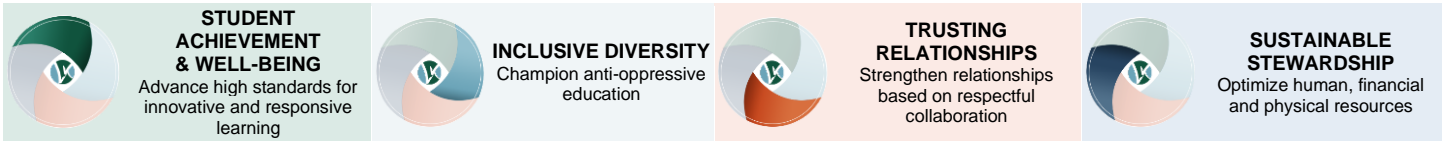
Indigenous Lead Dallas Sinopole reported that he met with Superintendent Lane to review the final report of the BAP for the 2021/2022 school year. All four First Nation Communities have signed off, and the report will be submitted to the Ministry by January 31, 2023. Dallas stated that eight employees attended the Indspire Conference which was held in Winnipeg. Dallas also reported that he recently attended the Southwest Regional Leads meeting where a lot of information was shared. It was reported that there is an agreement in place between LKDSB and the Aamjiwnaang First Nation to begin construction in April on a Learning Lodge that should be completed in June. Dallas has created a schedule for Elders now in place. The Elder program may possibly be extended into Northern Collegiate Institute & Vocational School, and it may also be implemented in the elementary

schools. Northern Collegiate Institute & Vocational School has begun an Indigenous student group which meets every Friday.

Superintendent Lane explained that prior to COVID-19, data presentations were presented to the ILC committee with the latest completed in 2019 by principals of the schools where the majority of First Nation students attended. She noted it would be advantageous to begin talking about data at the February ILC meeting. Invitations will be extended to Superintendent Ben Hazzard and System Coordinator Carla Wilson as well as the Secondary Program Department to explain some of the changes that have taken place with data during the past few years. Administrators will be asked to share data presentations at the April 2023 ILC meeting. System Coordinator Paul Wiersma offered to act as a resource and help with extraction of the data that is needed. Superintendent Lane suggested that individual student data could be a First Nation Community and school collaboration. Superintendent Lane spoke about returning to in-person ILC meetings commencing April 2023. Trustee Northmore stated that she has a meeting with the four First Nation communities on February 2nd and will report back with the April ILC meeting location. Principal Derek Stenton offered the use of Great Lakes Secondary School to host the first in-person meeting. Superintendent Lane reported that Student Trustee applications are due by the end of January. If students within the four First Nation Communities are interested, please have them speak to their school principal and have them put their application forward.

Administrators from 50 schools submitted reports from across the district and these reports are archived on the staff portal for all LKDSB staff to be able to reference. [School Administrative Reports](#)

The next ILC meeting is tentatively scheduled on February 15, 2023, at 6:00 p.m. with the location to be determined.



FROM: John Howitt, Director of Education

DATE: February 14, 2023

SUBJECT: Parent Involvement Committee Report



The Parent Involvement Committee of the Lambton Kent District School Board met on February 6, 2023, via Microsoft Teams.

Superintendent Mary Mancini provided a Secondary Program update regarding destreaming in Grade 9 and secondary school final evaluations.

Director Howitt presented the draft 2023-2024 school year calendar.

Director Howitt updated the committee on the following items:

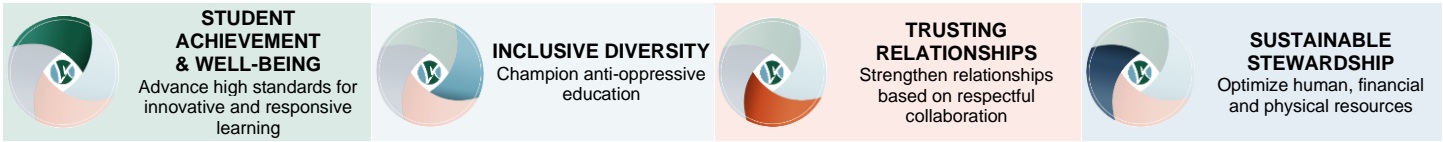
- Black History Month
- Kindergarten Registration
- Director's Annual Report

Information was shared regarding day-to-day school items:

- Although the Student Census had a low response rate, the data does provide good information
- A survey to be available to indicate interest in Virtual School
- An update regarding transitions for students and the progress of construction at Brooke Central Public School
- An overview of EQAO results and plans for next steps

The Parent Involvement Committee discussed virtual speaking event ideas.

The next meeting will be held on Monday, May 8, 2023.



FROM: Malinda Little, Trustee

DATE: January 20, 2023

SUBJECT: Special Education Advisory Committee (SEAC) Meeting Summary
(January 19, 2023)



The Special Education Advisory Committee (SEAC) of the Lambton Kent District School Board met at Wallaceburg District Secondary School on Thursday, January 19, 2023. Following is a report of the activities of the meeting:

Business Arising from the Minutes

There was no business arising from the meeting of December 15, 2022.

Election of the Chair and Vice-Chair

With a new Committee being struck, there was a vote for the Chair and Vice-Chair roles. Chris King was appointed as the Chair, and Malinda Little was appointed as the Vice-Chair.

Presentation – Right to Read: LKDSB Actions and Tiered Support

Superintendent Ben Hazzard and System Coordinator of Student Achievement – Elementary, Carla Wilson, attended to share information about the work their teams are doing to support students through the use of the Heggerty Phonological and Phonemic Awareness Program.

SEAC learned that 15 LKDSB ‘Intervention and Assessment Teachers’ conducted pre-program assessments and then reassessed the students after they’d received instruction/lessons using the Heggerty method. Superintendent Hazzard said everyone has been thrilled to see that individual student scores were markedly improved over only several months’ time. Plans for the continued delivery of this very successful program were outlined.

Presentation – Amethyst Demonstration School

Bonnie Grace and Craig Quenneville, Resource Teacher(s) from the Amethyst Provincial Demonstration School, joined the meeting virtually to speak about their school. They provided information on the criteria for eligibility and outlined the considerably involved application process.

Amethyst's key strategies rely on their pedagogy, evidence-based direct explicit instructions, and research-informed technological supports. Data showing the success they have when supporting students with severe learning disabilities so they can learn to read demonstrates the valuable work they do there.

Our Board has been fortunate that we've had many students accepted to attend Amethyst. It was noted that, when they return, they are poised to continue their learning within our schools with their new-found reading and comprehension skills.

Special Education Plan

The System Coordinator of Student Support Services/Well-Being outlined the Sections and Appendices of the Special Education Plan that were reviewed by the Student Support Services/Well-Being Team for the January Meeting of SEAC, and she provided the rationale for any amendments/additions or deletions that were made.

Updated Strategic Priorities

With the Roundtable Discussion focused on public consultation and parent engagement being deferred to February 2023, it necessitated amending the schedule to accommodate all of the presentations. The revised Priority Setting information (attached) was shared with the membership.

Correspondence

At its December meeting the Committee discussed a letter received from the Durham District School Board regarding Special Incidence Portion (SIP) funding shortfalls. After discussion, administration was asked to draft a letter to the Minister of Education identifying the disparity in funding versus actual costs (see attached).

The Committee gave its approval, and the letter will be sent off to the Minister of Education.

Next Meeting

Thursday, February 16, 2023
Wallaceburg District Secondary School

2022-2023 SEAC Priority-Setting Summary

Meeting	Presentation(s)		PAaC on SEAC Resources to Be Reviewed
October	Michael and Marcel Jacques		Modules 1, 2 and 3 Section 1 – Background Section 2 – Membership
November	Right to Read – OHRC Report		N/A
December	How to Support Community Agencies to Plan for our Graduating Students		N/A
January	Right to Read: LKDSB Actions and Tiered Support	Amethyst (Provincial Demonstration School)	N/A
February	Roundtable Discussion: Public Consultation and Parent Engagement		Section 3 – SEAC Roles and Responsibilities Section 4 – Information and Knowledge Transfer
March	Coordinated Service Planning	Trauma-Assumed Practices	Section 5 – SEAC Meeting Processes Section 6 – Local and Provincial Associations
April	OPTIONS Field Trip	Updates from Reviews from 2021-2022 School Year	References Glossary of Terms
May	Budget Presentation	Narcan Training	Appendix 1: Regulation 464/97 Appendix 2: Special Education Report Checklist
June	Celebrations Shared by Community Agencies		Appendix 3: Additional Resources List of Tables

January 18, 2023

The Honourable Stephen Lecce, Minister of Education
5th Floor, 438 University Avenue
Toronto, ON M5G 2K8

RE: SIP Funding Shortfall

Dear Minister Lecce,

At its December 15, 2022 meeting, the Lambton Kent District School Board's (LKDSB) Special Education Advisory Committee (SEAC) considered a letter from the Durham DSB regarding Special Incidence Portion (SIP) funding.

During the ensuing discussion, SEAC members were told that currently funding does not cover expenses, especially when other factors such as bussing are considered. SEAC asked staff to prepare a letter detailing LKDSB's situation. The chart below sets out funding levels, employee wage and benefit costs, as well transportation costs. It is important to note that SIP funding remained static, at \$27,000 per 1.0 student FTE, from 2011 – 2018. In 2019-20, funding increased modestly and currently stands at only \$28,803 per 1.0 student FTE.

School Year	Ministry SIP Funding (Per 1.0 Student FTE)	LKDSB Estimated Expenses (2 EAs/1.0 Student FTE)	LKDSB Estimated Bussing Costs (Per 1.0 Student FTE)	Estimated Funding Shortfall/ 1.0 Student FTE
2019-20	\$27,679	\$106,366		\$79,687
2020-21	\$28,235	\$107,759		\$79,524
2021-22	\$28,518	\$108,888		\$80,370
2022-23	\$28,803	\$111,092	\$4,581	\$86,870

With each year that passes, the gap that exists between the funding provided and the Board's actual expenses widens. The unfunded SIP-related costs, in this case approximately \$86,870 per 1.0 student FTE for the 2022-2023 school year, must be absorbed by the Board's Grants for Student Needs (GSN). With five (5) SIP students within our Board, it means approximately \$434,350 must come from the GSN. GSN funds are already stretched due to the considerable needs that exist across the system, including some that are the result of the losses experienced during the pandemic and school closures.

Our SEAC realizes that insufficient funding puts the most vulnerable and disadvantaged students at risk of falling through the cracks since the programs and services that were developed to ensure their success are underfunded. The LKDSB's SEAC wrote you in March of 2022 and once again writes to you to ask that your Ministry conduct a thorough analysis to ensure SIP funding covers the actual costs of providing the support required by students with complex needs. A substantial increase in SIP funding is necessary so that GSN funds, which are intended to support all remaining special education students, are not negatively impacted. It is our shared responsibility to ensure that all students with special education needs receive the in-school supports necessary to ensure they are successful now, and in the years to come. We look forward to you taking action on this important matter.

Sincerely,



Chris King, Chair
LKDSB Special Education Advisory Committee