

**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.

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Chair of the Board

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Director of Education and  
Secretary of the Board