

PRESENT:

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

Student Trustees: Tristan Nemcek and Kobee Soney

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

Regrets: Student Trustee Alizah Ali, Superintendent Ben Hazzard

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

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

#2023-56 Moved by David Shortt, seconded by Ruth Ann Dodman,

Approval of the Agenda

“That the Agenda for the Regular Board Meeting of March 28, 2023 be approved.”

Moved by Jane Bryce, seconded by Jack Fletcher,

“That the motion be amended to add *including the addendum item 12. h) External Auditor of the Board.*”

AMENDMENT CARRIED.

“That the Agenda for the Regular Board Meeting of March 28, 2023 be approved including the addendum item 12. h) External Auditor of the Board.”

MOTION AS AMENDED CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgement.

Declaration of Conflict of Interest

None.

#2023-57  
Approval of the Minutes  
Feb/28/2023

Moved by Jane Bryce, seconded by Roberta Northmore,

“That the Board approve the Minutes of the Regular Board Meeting of February 28, 2023.”

CARRIED.

Business Arising

None.

Motions Emanating from  
the Regular Board Private  
Session

None.

#2023-58  
Action of the Regular  
Board Private Session be  
the Action of the Board

Moved by Janet Barnes, seconded by Greg Agar,

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

CARRIED.

Presentation – “Count Me In” Voluntary Student Demographic Data Census – Superintendent Lane

Superintendent Lane and Candice Fung, Inclusive Diversity Consultant K-12, presented to Trustees on the “Count Me In” Voluntary Student Demographic Data Census.

Superintendent Lane explained that the Ontario Ministry of Education mandated all school boards to conduct a voluntary and confidential demographic student census, which LKDSB parents/guardians, on behalf of elementary students, and secondary students were invited to complete between March 1 and April 8, 2022. She remarked that in order to better serve and support, “Every Student, Every Day,” it is essential that the identities of students and their families are understood, and noted that the census connects directly to the Board’s Strategic Priority of “Inclusive Diversity: Champion anti-oppressive education” and the Operational Plan.

Superintendent Lane explained that the gathered data helps to recognize the changing demographic and the diversity that exists in LKDSB schools and the importance of effective programming and Culturally Responsive and Relevant Pedagogy to support student success and well-being, as well as allocating resources where they are needed most. She remarked that caution is needed around any interpretation of the results as the information does not represent the majority of students, but it does provide some greater understanding from which questions can be asked and more information to better support students with intersecting marginalized identities in LKDSB.

Superintendent Lane relayed that 5.3% of parents/guardians completed the census on behalf of 14,591 elementary students and 34% of 6,981 secondary students participated in the census. She explained that factors impacting participation rates could be the sensitive and confidential information asked for within the census and any concern about where the information would be used, the timing of the census as it was conducted when students had just returned to face-to-face learning, and the two-step authentication protocol in place in order to provide a secure way for collecting the information which required the student Ontario Education Number (OEN), found on report cards or by contacting the child’s school.

Candice Fung highlighted data from the census, which is detailed within the board report, such as the respondents’ first language, citizenship, the ethnic or cultural group they identified with, their religious or spiritual affiliation, their gender identity, whether they considered themselves to be a person living with a disability and identifying the disability if applicable, who they live with, their parent/guardian’s level of education and employment status, and whether they have access to the internet.

Superintendent Lane remarked that there are questions that the Board needs to ask when bringing in change, such as: what are the relationships that need to be further developed and strengthened with families and community; what are the obstacles, challenges and barriers for some underrepresented and underserved students to realize their full potential within the public education system; what needs to be done to assist in making every student feel welcome and an integral part of their schooling experience; and what knowledge is needed to develop to be aware, recognize and meet the needs of all LKDSB

students. She remarked that she looked forward to triangulating this data with the School Climate Survey and Education Quality and Accountability Office (EQAO) results to provide feedback and direction to mobilize change within the Board in response to a changing world.

A Trustee asked how the questions listed at the end of the presentation will be addressed. Superintendent Lane responded that throughout the census process there was consultation, and a similar process will begin following the release of the results in order to receive feedback. She explained that there are often many decisions to be made around pedagogy and what is good for students, and the census results will provide context when making those decisions. Director Howitt relayed that the LKDSB team focused on Equity, Diversity, and Inclusion work has been expanded with a System Coordinator of Equity Diversity, and Inclusion and there is an Equity Diversity, and Inclusion committee with broad representation across the Board. He explained that the census was required by the Province of Ontario, not solely in the education sector, and while the LKDSB could add questions, there were required questions consistent across the province. He added that the LKDSB participation rates were fairly similar to others across the province and noted that these results are part of a much broader conversation in the province of Ontario as they look to understand the experience of marginalized and underrepresented people in Ontario. He remarked that that timing of the census was not ideal, but there was a deadline to complete it by the end of the school year, which was extended after the LKDSB already had plans in place. He noted that he looked forward to having another census completed in the Fall of 2024 and expected the participation rate to increase.

A Trustee asked if there would be an opportunity to benchmark with other boards as part of the provincial process and to learn from what they have done. Director Howitt responded that there is a lot of pushback across the province with equity work and other boards are seeing low response rates as well. He noted that if feedback could be provided on the census it would be that not all questions are asked of all students, as some questions that may be seen as not age-appropriate could have been a deterrent to some completing the census. He relayed that the province has not stated that another census is required, but the decision has been made to complete another census as it is valuable data to help support students and their learning and road to graduation. Superintendent Lane relayed that she is involved with a provincial level Ontario Public Supervisory Officers' Association (OPSOA) Equity Committee that meets monthly, and OPSOA and Public Council of Ontario Directors of Education (PCODE) have gathered data from individual boards through surveys. She added that she is most interested in what is happening in the LKDSB and how to increase the confidence in participants to complete the survey and move forward.

A Trustee asked if the pictures within the report are from the LKDSB and if the answers that were added to the survey by participants, for example a religious affiliation that wasn't listed, would be added to the next survey as an answer. Superintendent Lane responded that the pictures are from LKDSB schools and that the report was so appealing because of the hard work of Public Relations Officer Heather Hughes and her team. She added that the opportunity to add an answer was provided within the census and those answers will be incorporated going forward to the next census.

A Student Trustee suggested that class time be used for secondary students to complete the survey to help increase the participation rate. Superintendent Lane responded that dedicated time for secondary students to complete the census was to be set aside but designating a “Census Day” in the future might be helpful for consistency purposes.

Delegations None.

Questions from the Public None.

#2023-59  
LKDSB Policy and  
Regulations on Recruiting  
and Hiring the Director of  
Education and  
Superintendents  
Report B-23-49

Director Howitt reported to Trustees that the Policy on *Recruiting and Hiring the Director of Education and Superintendents*, the Regulations on *Recruiting and Hiring the Director of Education*, and the Regulations on *Recruiting and Hiring of Superintendents* were being brought forth as part of the LKDSB Cyclical Review. He explained that there are no changes to the spirit of the Policy, and the recommended changes are to reflect the reorganization, current practice, and housekeeping. He highlighted that the recommended title changes reflect the reorganization and the Education Act. He noted that a line indicating that all interviews be held on one day is recommended to be removed from both Regulations as there may be a situation where the interviews need to be held over two days. He provided the example of a candidate unable to attend a scheduled interview due to an emergency.

Moved by Jack Fletcher, seconded by Malinda Little,

“That the Board approve the revised Policy on Recruiting and Hiring the Supervisory Officers (Director of Education, Associate Director and Superintendents), the revised Regulations on Recruiting and Hiring the Director of Education and the revised Regulations on Recruiting and Hiring the Associate Director and Superintendents.”

A Trustee asked who would be on the selection committee when hiring an Associate Director or Superintendent of Education. Director Howitt responded that traditionally the panel would be Supervisory Officers and confirmed that Trustees would not be part of the selection committee.

There was a discussion around the importance of ensuring that Trustees on the selection committee for the Director of Education commit to participating in all interviews for continuity. Trustees agreed that the word ‘must’ be underlined in #5 of the Regulations on *Recruiting and Hiring the Director of Education*.

CARRIED.

#2023-60  
LKDSB Policy and  
Regulations on Student  
Fundraising and  
Canvassing  
Report B-23-50

Director Howitt reported to Trustees that the Policy and Regulations on *Student Fundraising and Canvassing* were being brought forth as part of the LKDSB Cyclical Review. He relayed that since the Policy and Regulations were added to the board agenda, inconsistencies were found between the Regulations on *Student Fundraising and Canvassing* and the Regulations on *School Generated Funds*, which is also due for review. He noted that the Regulations on *Student Fundraising and Canvassing* requires further review and recommended that the motion be put on the floor without the Regulations included. He added that once it is reviewed it will be brought back to Trustees for approval.

Director Howitt relayed that it is recommended that the title of the Policy change to remove the word 'student' as it applies to all fundraising and canvassing activities in the Board and the other recommended changes are consistent with Human Rights and understanding that canvassing and fundraising are voluntary.

Moved by David Shortt, seconded by Angela Richards,

"That be Board approve the revised Policy on Fundraising and Canvassing."

A Trustee asked if there was a policy or mechanism to help schools that have a more difficult time fundraising than others. Associate Director McKay responded that the budget process ensures funding is available to schools on an equitable basis to assist those schools that may have a more difficult time fundraising.

CARRIED.

#2023-61  
Tender Award – Phase II  
Classroom Refresh and  
Upgrade HVAC –  
Bridgeview Public School  
Report B-23-51

Associate Director McKay reported to Trustees on a tender for a Phase II Classroom Refresh and Upgrade HVAC at Bridgeview Public School.

Moved by Jane Bryce, seconded by Roberta Northmore,

"That the Board award the tender to the successful bidder, Maaten Construction Ltd., for the Phase II Classroom Refresh and Upgrade HVAC at Bridgeview Public School."

CARRIED.

#2023-62  
Tender Award –Watermain  
Replacement – Hanna  
Memorial Public School  
Report B-23-52

Associate Director McKay reported to Trustees on a tender for Watermain Replacement at Hanna Memorial Public School.

Moved by Jane Bryce, seconded by Angela Richards,

"That the Board award the tender to the successful bidder, Elgin Contracting and Restoration Ltd., for the Watermain Replacement at Hanna Memorial Public School."

Following a Trustee question, Associate Director McKay confirmed that the work will be completed outside of the school building.

CARRIED.

#2023-63  
Tender Award –  
Classroom Refresh and  
Upgrade HVAC – King  
George VI Public School,  
Chatham  
Report B-23-53

Associate Director McKay reported to Trustees on a tender for Classroom Refresh and Upgrade HVAC at King George VI Public School, Chatham.

Moved by Ruth Ann Dodman, seconded by Jack Fletcher,

"That the Board award the tender to the successful bidder, Intrepid General Ltd., for the Classroom Refresh and Upgrade HVAC at King George VI Public School, Chatham."

Following a Trustee question, Associate Director McKay confirmed that this project was smaller in scope than the project at Bridgeview Public School, a tender approved by Trustees earlier in the meeting.

CARRIED.

#2023-64  
Tender Award –  
Classroom Refresh and  
Upgrade HVAC –  
McNaughton Avenue  
Public School  
Report B-23-54

Associate Director McKay reported to Trustees on a tender for Classroom Refresh and Upgrade HVAC at McNaughton Avenue Public School.

Moved by Ruth Ann Dodman, seconded by Angela Richards,

“That the Board award the tender to the successful bidder, Intrepid General Ltd., for the Classroom Refresh and Upgrade HVAC at McNaughton Avenue Public School.”

CARRIED.

#2023-65  
Tender Award –Asphalt  
Replacement – Merlin  
Area Public School  
Report B-23-55

Associate Director McKay reported to Trustees on a tender for Asphalt Replacement at Merlin Area Public School. He explained that the asphalt capital project at Merlin Area PS includes underground construction work, including a new storm sewer and related piping and infrastructure, which is why the scope of the project was larger than the bundled projects from the previous meeting.

Moved by David Shortt, seconded by Kelley Robertson,

“That the Board award the tender to the successful bidder, Clarke Construction Inc., for the Asphalt Replacement at Merlin Area Public School.”

A Trustee asked if the use of reground asphalt from other companies, for example from roadwork projects, has been considered for the asphalt projects. Associate Director McKay responded that it has been considered, but it is not always cost effective and there have been logistical issues in retrieving it when it is needed.

CARRIED.

#2023-66  
External Auditor of the  
Board  
Report B-23-58

Trustee Shortt reported that the Audit Committee met on March 27, 2023 and were provided with information regarding the Request for Proposal of the External Financial Audit Services and voted unanimously to recommend the Board approve MNP LLP as the External Auditor of the Board.

Associate Director McKay added that the agreement is effective April 1, 2023 to March 31, 2028, but Trustees have the opportunity to review the External Auditor annually at the Board Organization Meeting.

Moved by David Shortt, seconded by Greg Agar,

“That the Board award the Request For Proposal to the successful bidder, MNP LLP., for External Financial Audit Services.”

A Trustee asked for more information on MNP LLP and the other companies who submitted bids. Associate Director McKay explained that MNP LLP is a larger firm that amalgamated with Bailey Kearney Ferguson LLP, the Board’s previous External Auditor, so it includes the same team the Board has worked with in the past. He added that amalgamating with a larger firm helped their score as they have more resources, while their office remains in Wallaceburg, Ontario. He relayed that the other bidding firms were BDO and KPMG.

CARRIED.

Ontario Public School Boards' Association Update (OPSBA)	Trustee Fletcher thanked Trustee Robertson for attending the OPSBA Board of Directors meeting and for her and Trustee Dodman's work on organizing the upcoming OPSBA Western Region meeting.
	Trustee Robertson reported that the OPSBA Western Region meeting will be held at Chatham Kent Secondary School on April 1, 2023 and will include a presentation from Superintendent Hazzard on the Right to Read Report and networking opportunities with Trustees from other boards.
	Trustee Fletcher reported to Trustees that OPSBA is hiring a Director of Program Policy, the Education Labour Relations and Human Resources Conference will be held on April 27 and 28, 2023, the Board of Directors meeting will be held on April 28 and 29, 2023, and the Annual General Meeting will be held from June 8 to 10, 2023.
Reporting Under the Public Sector Salary Disclosure Act for the 2022 Year Report B-23-56	Director Howitt explained that, as per the Public Sector Salary Disclosure Act, the Board is required to annually report to the Ontario Government on public sector employees who were paid a salary of \$100,000 or more. He noted that the government posts this information publicly, often referred to as the "Sunshine List", and that the LKDSB is one of a handful of boards who publish their list as part of the board agenda package.
	Director Howitt explained that the data reflects the amount to be reported to the Canada Revenue Agency (CRA) on the employer's T-4 slip for the employee and that in some situations this amount exceeds the employee's annual rate of salary as it includes additional funds, for example a retiring employee who received a vacation payout. He thanked the Payroll department for the significant amount of work involved in compiling the data.
	A Trustee noted that past practice of including the list within the board package should be reviewed due to the amount of work involved and the availability of the information on the Ministry website.
"Count Me In" Voluntary Student Demographic Data Census Report B-23-57	Superintendent Lane noted that the Board Report accompanied the earlier presentation on the "Count Me In" Voluntary Student Demographic Data Census.
	Director Howitt thanked Superintendent Lane and her team, as well as Public Relations Officer Hughes for their work on the Student Demographic Data Census. He remarked that the census was a learning process and a good starting point he looked forward to growing from.
Correspondence	None.
New Business	None.
Trustee Questions	A Trustee asked for an update on the work being done at Brooke Central Public School. Director Howitt responded that the steel is on site and a second team has been requested to ensure the work is done by September 2023, if not sooner. He noted that the scope of the project changed with the requirement of sprinklers, which extended the project timeline. He noted that the school community voiced concerns during initial consultations that the project would not be completed as quickly as the Board anticipated. He confirmed there is no

intention of closing the school and provided the reminder that only Trustees can make a decision to close a school, and only after following a lengthy process that involves community consultation, a process that the Ministry of Education currently has a moratorium on. He added that Brooke Central Public School is not included within the Pupil Accommodation Report as a potential school closure should the moratorium be lifted. He relayed that an issue at the school has been false fire alarms triggered by the construction, which required those present in the building to evacuate. Associate Director McKay added that they receive regular updates from the architect which are posted on the Brooke Central Public School website. Superintendent Girardi noted the exemplary work from staff who go above and beyond to support students across the three school sites.

A Trustee asked for an update on the upcoming Rosedale Public School and Kindergarten to Grade 12 School in Forest, Ontario projects. Associate Director McKay responded that the project at Rosedale Public School is one that involves the entire school and students will transition to portables while their classroom is not accessible due to the construction. He noted that typically projects are completed during the summer months, but this is not possible since it is such a large project. He noted that there has been an extensive consultation process which has caused a delay to the timeline, but that Trustees should expect a tender in the near future. He added that the architect for the Rosedale Public School project is the same architect assigned to the Brooke Central Public School project, which they have been asked to focus on, contributing to the delay. In response to the question on the Kindergarten to Grade 12 School in Forest, Ontario, he responded that the architects have continued to work on the next set of draft documents, and they are seeing more site and building designs. He added that there has been extensive consultation, and they are offering a student centric day in May 2023 to encourage student feedback. He explained that the consultation process can cause delays, but it helps provide a better final project. He relayed that Trustees should expect a tender for the project in late 2023 with construction expecting to begin in March 2024. Director Howitt added that further information, including Transition Committee meeting dates and notes, can be found on the Forest K-12 School webpage on the LKDSB website.

A Trustee asked for the timeline for the Rosedale Public School project. Associate Director McKay responded that the contractor is currently prioritizing the Brooke Central Public School project and the timeline for completion of the Rosedale Public School project will be determined when the Brooke Central Public School project is no longer a priority.

A Trustee asked if each school will receive copies of the Treaty Maps hung in the Board Room and if there could be a presentation scheduled for Trustees on the Treaties. Director Howitt responded that additional workshops for Trustees are being considered and he was also aware that representatives from the four First Nations expressed interest in presenting to Trustees. Superintendent Lane added that they are looking at maps in schools that highlight the Treaties within the area of the Board to use as a teaching item, which would be completed as part of the Board Action Plan.

A Trustee asked if the Traditional Territorial Acknowledgement could be expanded upon with the meanings behind the Treaties as some have expressed it has become repetitive. Director Howitt responded that the Traditional Territorial



Acknowledgement is listed in an Administrative Procedure and there would need to be a recommendation from the Indigenous Liaison Committee for it to be revised.

A Trustee encouraged those in attendance to watch a YouTube video posted by LKDSB Elementary Teacher Gretchen Sands-Gamble on the importance of the land acknowledgement.

Notices of Motion

Trustee Bryce served Notice of Motion,

“That the LKDSB ends the practice of including its annual Public Sector Salary Disclosure list in the Board Agenda package and supports public access to the information by maintaining a link on the LKDSB website to the Provincial Public Sector Salary Disclosure website.”

Announcements

The next Regular Board Meeting will be held on Tuesday, April 11, 2023 at the Sarnia Education Centre at 7:00 p.m.

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 8:59 p.m.

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Chair of the Board

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Director of Education and  
Secretary of the Board