

PRESENT:

Trustees: Chair Randy Campbell, Greg Agar, Jane Bryce, Ruth Ann Dodman, Jack Fletcher, Malinda Little, Roberta Northmore, Kelley Robertson, and David Shortt

Student Trustees: Graysen Bathe-Minard, Darshan Shah, and Makaiyah Stonefish

Staff: Director of Education John Howitt, joining virtually, Associate Director Brian McKay, Superintendents of Education Emily Dixon, Gary Girardi, Ben Hazzard, and Mary Mancini, Interim Superintendent of Education Carrielyn Smith, and Public Relations Officer Caress Lee

Regrets: Vice-Chair Janet Barnes and Trustee Angela Richards

Recording Secretary: Jaime Shannon, Executive Assistant to the Director

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

Chair Campbell welcomed Student Trustee Makaiyah Stonefish and Public Relations Officer Caress Lee to the meeting.

#2023-126
Approval of the Agenda

Moved by Greg Agar, seconded by Malinda Little,

“That the Agenda for the Regular Board Meeting of September 26, 2023 be approved.”

CARRIED.

Chair Campbell read the Traditional Territorial Acknowledgment.

Declaration of Conflict of Interest

None.

#2023-127
Approval of the Minutes
Sept/12/2023

Moved by David Shortt, seconded by Ruth Ann Dodman,

“That the Board approve the Minutes of the Regular Board Meeting of September 12, 2023.”

CARRIED.

Business Arising

Superintendent Girardi followed-up on a question asked by a Trustee at the September 12, 2023 Board Meeting on the participation rates of the most recent School Climate Survey. He reported that 5,778 students in Grades 4 through 8, about 40% of the population at the time, participated, 3,678 secondary students, about 51% of the population at the time, participated, just under 700 staff, about 31% of the population at the time, participated, and 2,954 parent/guardians participated.

Superintendent Dixon followed-up on a question asked by a Trustee at the September 12, 2023 Board Meeting on the Canoe Build Program, a reach ahead credit program offered in the summer. She reported that the canoe is 90% finished with a plan to be completed by the end of October and it will be stored at Great Lakes Secondary School.

Motions Emanating from
the Regular Board Private
Session

None.

#2023-128
Action of the Regular
Board Private Session be
the Action of the Board

Moved by Jane Bryce, seconded by Jack Fletcher,
"That the Action of the Board in Private Session be the Action of the Board."

CARRIED.

Presentation – 2023
Elementary Summer
Programs –
Superintendent Hazzard

Superintendent Hazzard introduced Carla Wilson, System Coordinator of Student Achievement, and Leslie Fraleigh and Jordan Black, Elementary Math Facilitators and Summer Learning Program Instructors. The presenters provided information on the 2023 Summer Learning Program, the details of which can be found in Report B-23-112.

A Trustee commented that they were pleased to hear of Educational Assistant and Communicative Disorder Assistant support in the program, and asked if the location of the program rotates each year to ensure it is accessible for students across the district. Superintendent Hazzard responded that the program, funded through Council of Ontario Directors of Education (CODE), is concentrated in Sarnia and Chatham as these are higher population areas and the program is not funded if enrolment is below a certain number.

A Trustee asked if the program could grow. System Coordinator Wilson responded that the program was well attended with a total of 122 students between virtual and face-to-face. Superintendent Hazzard added that CODE allocated additional classes to the LKDSB, which were originally allocated to other school boards but were not fully utilized, so the program was expanded for 2023. He explained that there were 3 classes at P.E. McGibbon Public School and 2 classes at Queen Elizabeth II Public School, Chatham and that the practices used in the program are used in many classrooms throughout the school year. He noted that the funding for 2024 has moved to the Grants for Students Needs (GSN).

A Trustee asked for examples where parent/guardians were involved and how the accomplishments of their children were shared. System Coordinator Wilson responded that parents, guardians, and grandparents were invited to attend an information session, there were opportunities to observe lessons, and a student learning story was provided to parent/guardians.

Chair Campbell remarked that he enjoyed the videos of students providing their perspective of the program and was appreciative of the presentation.

Director Howitt thanked the presenters for their presentation. He reminded Trustees of Superintendent Mancini's September 12, 2023 report on the Secondary Summer Learning Program and remarked that it is important to tie the continuum of Kindergarten to Grade 12 together and recognize that supporting students in their early years helps translate to credit accumulation in secondary school.

Delegations

None.

Questions from the Public Following notice that an audience member would like to ask a question, Chair Campbell read LKDSB Procedural By-laws Section 3.17 *Posing Questions at Meetings*. The audience member's remarks were in contravention of LKDSB Procedural By-Laws Section 3.19 *Decorum at Meetings* and they were asked to leave the meeting.

#2023-129
Staff Appreciation Day and
Volunteer Appreciation
Day 2023-2024
Report B-23-108

Director Howitt explained that the date of observance of Staff and Volunteer Appreciation Day is an annual motion by the Board, but for the 2023-2024 school year it is recommended that separate dates to recognize staff and volunteers be in place. He noted that March 1, 2024 aligns with International Employee Appreciation Day and May 8, 2024 aligns with Education Week.

Moved by Kelley Robertson, seconded by Roberta Northmore,

"That the Board observe Staff Appreciation Day on March 1, 2024 and Volunteer Appreciation Day on May 8, 2024."

CARRIED.

#2023-130
Proposed Revisions to the
LKDSB Procedural By-
Laws
Report B-23-109

Director Howitt reported that changes to the LKDSB Procedural By-Laws are proposed in order to update the procedure for posing questions at Board Meetings, which would align with the current procedure for delegations. He noted that transparency and open access to Trustees is important and there are many ways this is possible in the LKDSB, including questions from the public, delegations, and contacting Trustees directly through their telephone number or email address, which are posted on the LKDSB website. He added that the access to LKDSB Trustees is greater than the access at most Ontario school boards.

Moved by Malinda Little, seconded by Kelley Robertson,

"That the Board approves the revisions to Sections 3.17, 3.18, 3.19, and 3.20, and Section 15.4 of the LKDSB Procedural By-Laws."

A Trustee asked if a process could be put in place where those attending Board Meetings in-person and those requesting to ask a question or provide a delegation have their identity verified. Director Howitt responded that at the request of the Chair and Vice-Chair, a sign-in process similar to a neighbouring school board, which was recently closed while a safety plan was put in place, is in development. He explained that additional staff or security would be required to ensure appropriate identification is provided, which would be an increased cost, and this will be reviewed to see if it is something that should be considered.

He explained that when a delegation is requested, there is significant back and forth between the requester and the Executive Assistant to the Director before the delegation takes place, and past examples show that the person's identity has been known to the Board. He noted that the recommendation is that questions from the public would follow this process, and that the LKDSB Procedural By-Laws would require that the person must be in-person to pose the question. He explained that if the gallery is closed to the public, as it was during COVID-19, there would be a virtual attendance option.

Director Howitt remarked that another option for Trustees is to eliminate questions from the public, which is a practice of the majority of Ontario school boards.

A Trustee asked if there had been any difficulties when the submission of questions from the public ahead of the Board Meeting was required during COVID-19. Director Howitt responded that there was one situation where the Chair had to rule to stop a delegation when it became argumentative and one situation where many questions were submitted by one individual. He noted that as per LKDSB Procedural By-Laws, the Chair may limit the number of questioners and questions as they see fit.

A Trustee asked for the difference between a question from the public and a delegation. Director Howitt responded that the content of the delegation comes from the delegate and the question from the public is responded to by Administration. He explained that there are many avenues for the public to ask questions, such as contacting a Trustee through telephone or email, and parent/guardians can speak to the principal of their child's school.

A Trustee requested an amendment to the motion, but it was ruled out of order as it was a substantial change to the original motion.

NOT CARRIED.

#2023-131
LKDSB Policy and
Regulations on Hospitality
Report B-23-110

Associate Director McKay reported to Trustees that the Policy and Regulations on Hospitality were being brought forth as part of the LKDSB Cyclical Review. He explained that the Policy continues to reflect the philosophy of the Board but has been updated to align with the Board's Strategic Priorities. He reported that the Regulation on Hospitality has been reviewed and the changes reflect current job titles and updates to align with board procurement regulations and administrative procedures.

Moved by Ruth Ann Dodman, seconded by David Shortt,

"That the Board approve the revised policy and regulations on Hospitality."

CARRIED.

Audit Committee Meeting
Update
Report B-23-111

Trustee Shortt reported to Trustees on the September 18, 2023 Audit Committee meeting. He relayed that a Chair of the committee was selected, future meeting dates were reviewed, key activities for the year was reviewed, a process to monitor progress on action items from previous audits was looked at, and the annual self-assessment was reviewed. He reported that Scott McKinlay has joined the committee as a community member and Joyce Hastings, who has served as recording secretary for the committee for 12 years is retiring in October 2023.

Trustee Shortt confirmed that he was the Audit Committee Chair.

Ontario Public School
Boards' Association
Update (OPSBA)

Trustee Fletcher reported that the Board of Directors meeting was held on September 22 and 23, 2023 and encouraged Trustees to attend the Western Regional Meeting scheduled on November 4, 2023 in Kitchener, Ontario. He added that the next Board of Directors meeting will be held on November 26,

2023 and Advocacy Day will be held on November 27, 2023. He noted that Local Government Week will be held October 16 to 20, 2023 and Trustees were encouraged to review the resources on the OPSBA website and participate.

Trustee Fletcher announced that he does not plan to run for OPSBA Representative at the Board Organization Meeting.

Trustee Fletcher recommended that Trustees review Bill 98 and bring any questions to a future Board Meeting. He asked that Administration help Trustees understand Bill 98. Director Howitt noted that Bill 98 has been discussed at previous Board Meetings and he will send Trustees a table that summarizes the changes from Bill 98, which will help with understanding. He explained that there are items that the government is seeking input on, which include the Director of Education Performance Appraisals, Disposition of Surplus School Board Property, Schools on a Shared Site, and Trustee Code of Conduct, and encouraged Trustees to review the posted regulations and provide feedback. He added that he will need more information on what Trustees would like to learn about Bill 98, if a workshop is being requested.

Trustee Bryce reported that as an alternate of a Policy Workgroup for OPSBA, she has been asked to provide input on the Director's Performance Appraisal guidelines. She noted that the Director's Performance Appraisal process, found in the LKDSB Procedural By-Laws, was developed with Hicks Morley LLP.

2023 Elementary Summer Programs
Report B-23-112

Superintendent Hazzard remarked that the report included information shared during the presentation.

Correspondence

September 18, 2023 Ministry of Education letter in response to May 17, 2023 letter from LKDSB Chair regarding the Indigenous Education funding formula for the 2023-2024 School Year.

New Business

None.

Trustee Questions

None.

Notices of Motion

Trustee Robertson served Notice of Motion, "That the Board approve the deletion of Sections 3.17, 3.18, and 3.19, and revision of Section 4.1, of the LKDSB Procedural By-Laws."

Chair Campbell noted that a Special Board Meeting may be called due to the Notice of Motion.

Announcements

The National Day for Truth and Reconciliation is on September 30, 2023. Students and staff are encouraged to wear orange shirts on Friday, September 29, 2023 and use this day as a catalyst to encourage learning and understanding about the residential school system and the impacts that system has had on First Nations, Metis and Inuit people.

The next Regular Board Meeting will be held on Tuesday, October 10, 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 8:44 p.m.

Chair of the Board

Director of Education and
Secretary of the Board