



REGULAR BOARD MEETING AGENDA
PUBLIC SESSION

WEDNESDAY, JANUARY 24, 2024
7:00 p.m.

Board Room
Sarnia Education Centre
200 Wellington Street, Sarnia, ON

A

	Page Reference	
1. Call to Order		
2. Regrets		
3. Approval of Agenda		
4. In Memoriam	3	
5. Traditional Territorial Acknowledgement		
6. Declaration of Conflict of Interest		
7. Approval of the Minutes of:		
a) December 12, 2023 Regular Board Meeting	4	
8. Business Arising from the Minutes		
9. Motions Emanating from the Regular Board Private Session		
10. Motion that the Actions of the Regular Board Private Session be the Action of the Board		
11. Presentations:		
a) January LKDSB Math Achievement Action Plan Update – Superintendents Hazzard and Mancini		
b) Policy and Program Memorandum 169, Student Mental Health – Superintendent Barrese		
12. Delegations		
13. Reports for Board Action:		
a) LKDSB Policy and Regulations on Advocacy Expenditures <u>Recommendation:</u> “That the Board approve the reviewed policy and regulations on <i>Advocacy Expenditures.</i> ”	Director Howitt Report B-24-25	9
b) LKDSB Policy and Regulations on Development and Review of Board Policies and Regulations <u>Recommendation:</u> “That the Board approve the reviewed policy and revised regulations on <i>Development and Review of Board Policies and Regulations.</i> ”	Director Howitt Report B-24-26	12
c) LKDSB Policy and Regulations on Electronic Meetings <u>Recommendation:</u> “That the Board approved the reviewed policy and revised regulations on <i>Electronic Meetings.</i> ”	Director Howitt Report B-24-27	15
d) LKDSB Policy and Regulations on Prohibition of Entrepreneurial Activities <u>Recommendation:</u> “That the Board approve the reviewed policy and regulations on <i>Prohibition of Entrepreneurial Activities.</i> ”	Director Howitt Report B-24-28	18

e) Tender Award – Chiller Replacement – Alexander Mackenzie Secondary School <u>Recommendation:</u> “That the Board award the tender to the successful bidder, Trane Canada ULC., for the Chiller Replacement at Alexander Mackenzie Secondary School.”	Associate Director McKay Report B-24-29	21
f) Tender Award – Flag Pole Replacement – Various LKDSB Locations <u>Recommendation:</u> “That the Board award the tender to the successful bidder, DiCocco Contractors 2015 Inc. for the Flag Pole Replacement at Various LKDSB Locations.”	Associate Director McKay Report B-24-30	22
14. Reports for Board Information:		
a) Ontario Public School Boards’ Association Update (OPSBA)	Vice-Chair Robertson Oral Report	
b) Special Education Advisory Committee Report	Trustee Little Report B-24-31	23
c) 2023-24 Revised Estimates – Update	Associate Director McKay Report B-24-32	25
d) LKDSB Director’s Annual Report 2022-2023	Director Howitt Report B-24-33	29
e) Budget Meeting Schedule for the 2024-2025 School Year	Associate Director McKay Report B-24-34	30
f) January LKDSB Math Achievement Action Plan Update: Semester 1 Grade 9 EQAO	Superintendent Hazzard Report B-24-35	31
g) Policy and Program Memorandum 169	Superintendent Barrese Report B-24-36	34
15. Correspondence		
16. New Business		
17. Trustee Questions		
18. Notices of Motion		
19. Announcements		
a) The next Regular Board Meeting will be held on February 13, 2024 at the Chatham Regional Education Centre at 7:00 p.m.		
20. Adjournment		



Lambton Kent
District School Board

In Memoriam

Jaimie Erica Jade Bonnell

Jaimie Erica Jade Bonnell passed away on December 14, 2023.

Jaimie was a student of Blenheim District High School.

Staff, students and all who knew Jaimie will miss her.

PRESENT:

Trustees: Chair Randy Campbell, Greg Agar, Jack Fletcher, Malinda Little, Roberta Northmore, Angela Richards, joining virtually, and David Shortt

Student Trustees: Graysen Bathe-Minard, joining virtually, and Darshan Shah, joining virtually

Staff: Director of Education John Howitt, Associate Director Brian McKay, Superintendents of Education Angie Barrese, Emily Dixon, Gary Girardi, Ben Hazzard, and Mary Mancini

Regrets: Vice-Chair Robertson, Trustees Janet Barnes, Jane Bryce, and Ruth Ann Dodman, Student Trustee Makaiyah Stonefish, and Executive Assistant to the Director Jaime Shannon

Recording Secretary: Bonnie Gotelaer, Administrative Assistant to the Director

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

Chair Campbell read LKDSB Procedural By-Laws Section 3.19 *Decorum at Board Meetings*.

#2024-17
Approval of the Agenda
Moved by David Shortt, seconded by Roberta Northmore,
"That the Agenda for the Regular Board Meeting of November 14, 2023 be approved as amended with the movement of Presentation 10. a) to 10. c)."
CARRIED.
Chair Campbell read the Traditional Territorial Acknowledgement.

Declaration of Conflict of Interest
None.

#2024-18
Approval of the Minutes
Nov/14/2023
Moved by Greg Agar, seconded by Jack Fletcher,
"That the Board approve the Minutes of the Regular Board Meeting of November 14, 2023."
CARRIED.

#2024-19
Approval of the Minutes
Nov/21/2023
Moved by David Shortt, seconded by Roberta Northmore,
"That the Board approve the Minutes of the Organization Board Meeting of November 21, 2023."
CARRIED.

Business Arising
None.

#2024-20
Motions Emanating from
the Regular Board Private
Session
Moved by Malinda Little, seconded by Greg Agar,
"That the Board approve personnel matter item 8 a) from the private session agenda."
CARRIED.

#2024-21
Action of the Regular
Board Private Session be
the Action of the Board

Moved by Malinda Little, seconded by Roberta Northmore,
“That the Action of the Board in Private Session be the Action of the Board.”

CARRIED.

Presentation – LKDSB
Long-Term Student
Enrolment Projections

Associate Director McKay introduced Jack Ammendolia from Watson & Associates Economists Ltd., a demographics and planning consultant the LKDSB works with to produce and update the enrolment projections. He relayed that the Pupil Accommodation Report will be brought to Trustees at a later date.

Mr. Ammendolia reviewed the enrolment projections, which include a review of the Board's enrolments from existing residential dwellings as well as impacts from new and planned residential developments and 2021 census data. He reported there are changing conditions across Ontario, including changing demographics, housing availability and affordability, economic uncertainties, and legislative reforms, and to have all of these changes at once is unique. He reviewed the population changes seen in areas across the Board from the years 2016 to 2021, and noted that while some areas are growing at a relatively stable rate, some areas are not growing, and some are seeing significant changes. He explained that enrolment impacts include population and demographic trends, births, historical enrolment patterns, and enrolment share. He reported that in the Board's catchment area, populations have declined in the past but are now stabilizing, which is common across Ontario, the number of total occupied dwellings has increased by 1,728, the elementary participation rate has increased by 2%, the secondary participation rate has increased by 5.1%, and birth rates across the district have been stable. He noted that growth rates used to be rated on birth rates, but now residential housing increase is included which helps in planning, budgeting, and staffing long-term. He reported that the target range for utilization is 90-110%, and for 2023-2024, the elementary facility utilization rate is 78% for elementary and 66% for secondary. He explained that student enrolment has stabilized and over the next 10 years, elementary enrolment is expected to increase by 8% and secondary enrolment is expected to increase by 6%.

Following a Trustee question, Mr. Ammendolia confirmed that the model for projections includes immigration rates.

A Trustee asked if there were plans for a secondary school in St. Clair Township, following questions he has received from community members. Associate Director McKay responded that these are the types of questions that would be considerations in future planning based on the data received.

Presentation – December
Math Achievement Action
Plan Update

Superintendent Hazzard introduced Nicole Beuckelare, System Coordinator of Math, Tanya Steel, Elementary Math Facilitator, and Rhodri Goodall, Secondary Math Facilitator, who were in attendance to provide Trustees with an update on the LKDSB Math Achievement Plan, as part of the Ministry requirements. It was reported that there are priority schools receiving supports in Grades 3, 6, and 9, which can be found in Appendix 1 of Report B-24-14, there are 7 Math Facilitators in elementary and there are 2 Math Facilitators in secondary. The intervention timelines were reviewed, which include diagnostics to determine the first focus of intervention in September and October,

intervention from November to January, mid-point diagnostic in January and February, intervention from February to May, and post-diagnostic in May and June. It was reported that Math Facilitators completed intervention diagnostic assessments for Grade 3 students on addition and subtraction and for Grade 6 students on multiplication and division, which determine the first area of instructional focus. Student success stories with the intervention methods of Number Talks and games were shared. It was relayed that the secondary Math Facilitator role is different than the elementary Math Facilitator role as they are in the classroom during different points of the curriculum, and the teacher will change their lesson plans based on the timing of the Math Facilitator visit. It was explained that they work with students who are considered at risk as well as those who are working above grade level, which allows the teacher to deliver the regular curriculum. It was reported that 1,290 elementary students and 190 secondary students have been directly supported by a Math Facilitator.

A Trustee commented that what was reported seemed to be making math more fun for students and that it was a thinking process rather than memorization. Superintendent Hazzard noted that it is important to determine the starting point for each student and work from there, as confidence translates into well-being.

A Trustee asked how the Key Performance Indicator of Improvement is defined and measured. Superintendent Hazzard explained that the chart shows the strategies graduating from simple to more complicated and the aim is for students to move to the right or even off the chart. Director Howitt added that this is de-mystifying math and is about students meeting their potential. He added that the EQAO results are a tangible number and is hoping that they provide an indication of improvement.

Presentation – Director’s
Snapshots of Excellence

Director Howitt presented the [Director’s Snapshots of Excellence for the period of September to December 2023](#).

Delegations

None.

Parent Involvement
Committee Report
Report B-24-08

Director Howitt referred Trustees to the report on the November 13, 2023 Parent Involvement Committee meeting, which was included the Board Agenda package.

Indigenous Liaison
Committee Report
Report B-24-09

Trustee Northmore reported to Trustees on the November 23, 2023 Indigenous Liaison Committee (ILC) meeting. She relayed that the report from Aamjiwnaang First Nation included a future policy for bookings and maintenance of The Learning Lodge, the report from Eelünaapéwi Lahkéewiit included attendance of Naahii Ridge Public School students at the November 8, 2023 Indigenous Veteran’s Day service, attendance of Ridgetown District High School students at Lambton College for the post-secondary Indigenous information session, and a note that busing continues to be an ongoing issue for special education students, and the report from Kettle and Stony Point First Nation included their continued work on filling the vacant positions of Principal of Hillside School and Indigenous Lead. She relayed that Mental Health Lead Katie Colameco shared there is no Indigenous representation on the Community Resolution Table and Indigenous Lead Dallas Sinopole reported that his new office is located at Queen Elizabeth II Public School, the Board

	<p>Action Plan is being finalized, and he has been invited to sit on the Steering Committee for Language Revitalization.</p>
<p>Ontario Public School Boards' Association Update (OPSBA) Report B-24-10</p>	<p>Trustee Fletcher noted that Vice-Chair Robertson is the OPSBA Delegate following the Board Organization Meeting and directed Trustees to the report she prepared in the Board Agenda package. He reported that the OPSBA Public Education Symposium (PES) will be held on January 25 and 26, 2024 and he encouraged Trustees to attend the April 6, 2024 Regional Meeting hosted by Avon Maitland District School Board. He relayed that the OPSBA annual Advocacy Day was held on November 27, 2023 and included five themes and key messages for the meetings with Members of Provincial Parliament (MPP): Mental Health Supports; Student Transportation; Indigenous Education; School Capital and Facilities; and Grants for Student Needs.</p>
<p>Special Education Advisory Committee (SEAC) Report Report B-24-11</p>	<p>Trustee Little reported to Trustees on the November 16 2023 Special Education Advisory Committee (SEAC) meeting. She relayed that Carla Wilson, System Coordinator of Student Achievement Elementary, presented on the Science of Reading and Cori Savo, Student Support Services/Well-Being Coordinator, presented on Neuro Diversities. She noted that the next meeting will be held on December 14, 2023.</p>
<p>Student Senate Report Report B-24-12</p>	<p>Student Trustee Shah reported to Trustees on the Student Senate meeting held on December 4, 2023. He relayed that Trustee Northmore was introduced as a new Trustee Mentor following the Board Organization Meeting, Superintendent Dixon provided a presentation on Equity, Diversity, Inclusion, and Justice, and a discussion on school washrooms took place. He noted that the Student Trustee election will take place on February 21, 2024 at Wallaceburg District Secondary School.</p>
<p>LKDSB Long-Term Student Enrolment Projections Report B-24-13</p>	<p>Associate Director McKay relayed Trustees to the report and the Appendices as follow-up to the information shared during the presentation at the beginning of the meeting.</p> <p>A Trustee asked when the Pupil Accommodation Report was expected and if the numbers presented will be included in the report. Associate Director McKay responded that the numbers will be included in the Pupil Accommodation Report, which is planned to be shared with Trustees in February 2024.</p>
<p>December Math Achievement Action Plan Update Report B-24-14</p>	<p>Superintendent Hazzard noted the report contained information presented at the beginning of the meeting along with further information on the Key Performance Indicators. He noted there is a presentation planned for the January 23, 2024 Board Meeting with Superintendent Mancini.</p>
<p>Correspondence</p>	<p>None.</p>
<p>New Business</p>	<p>None.</p>
<p>Trustee Questions</p>	<p>A Trustee asked where the LKDSB stands on its policy on cellular phones in schools. Director Howitt responded there is no current plan to explore a change to the Board's current policies on cellular phone use in schools. He explained that there are expectations and classroom staff is asked to use judgement on cellular phone use in the classroom for instructional purposes and staff are directed to not use cellular phones during instructional time. He added that</p>

there are situations where cellular phones are used inappropriately and these incidents are monitored. He noted there is a current lawsuit in place against social media platforms for addictive behaviour being coded into the platforms.

Notices of Motion

None.

Announcements

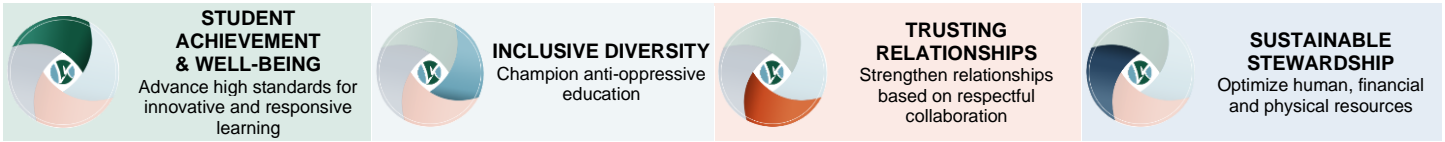
The next Regular Board Meeting will be held on January 23, 2024 at the Chatham Regional Education Centre at 7:00 p.m.

Adjournment

There being no further business of the Board, Chair Campbell declared the Meeting adjourned at 8:43 p.m.

Chair of the Board

Director of Education and
Secretary of the Board



FROM: John Howitt, Director of Education

DATE: January 24, 2024

SUBJECT: LKDSB Policy and Regulations on Advocacy Expenditures



The policy and regulations on *Advocacy Expenditures* have been reviewed as part of the LKDSB cyclical review.

The policy continues to reflect the philosophy of the Board and no changes are recommended.

The regulations have been reviewed and there is a slight housekeeping change recommended.

Recommendation:

“That the Board approve the reviewed policy and regulations on *Advocacy Expenditures*.”



POLICY

SUBJECT: ADVOCACY EXPENDITURES
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It is the policy of the Lambton Kent District School Board to be a member of the Ontario Public School Boards' Association in accordance with the regulations governing this policy.

Implementation Date:	February 22, 2000
Revised	August 2002
Reviewed:	September 12, 2006
Revised:	March 27, 2007
Reviewed:	November 8, 2011
Revised:	October 9, 2018
Reviewed:	January 24, 2024

Reference:	LKDSB Regulations Ministry of Education School Board Expenditure Guidelines
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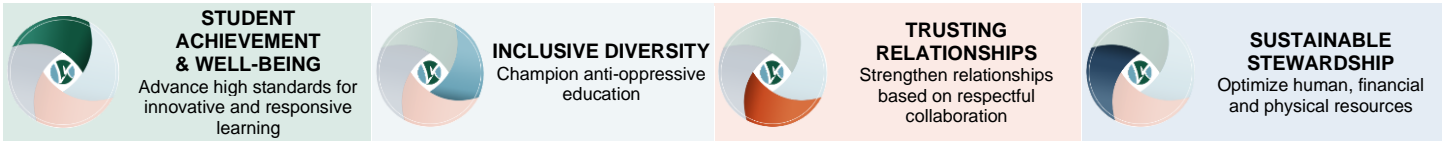
REGULATIONS

SUBJECT: ADVOCACY EXPENDITURES

1. Membership in the Ontario Public School Boards' Association (OPSBA) will be reviewed annually in conjunction with the development of the Board's operating budget.
2. The ~~Ontario Public School Boards' Association~~ OPSBA delegate and alternate will be appointed annually in accordance with OPSBA's by-laws.
3. Funding will be provided in accordance with LKDSB Regulations to permit the delegate and alternate to attend the annual general meeting.
4. The OPSBA delegate and/or alternate will:
 - a) attend OPSBA meetings and functions as required;
 - b) present the position of the Board on governance issues clearly and effectively;
 - c) provide the Board with regular reports regarding the activities of OPSBA;
 - d) apprise the Board of significant developments in the field of education.
5. The LKDSB does not support advocacy expenditures such as:
 - a) placing contents intended to advocate for a particular position with report cards and annual reports;
 - b) using students as vehicles for LKDSB or school advocacy to the public, education partners and governments;
 - c) use of LKDSB funds to attend events for specific political parties, religious groups or other special interest groups.

Implementation Date: February 22, 2000
Revised: August 2002, March 27, 2007
Reviewed: November 8, 2011
Revised: October 9, 2018
Reviewed: [January 24, 2024](#)

Reference: LKDSB Policy
 Ministry of Education School Board Expenditure Guidelines



FROM: John Howitt, Director of Education

DATE: January 24, 2024

SUBJECT: LKDSB Policy and Regulations on Development and Review of Board Policies and Regulations



The policy and regulations on *Development and Review of Board Policies and Regulations* have been reviewed as part of the LKDSB cyclical review.

The policy continues to reflect the philosophy of the Board and no changes are recommended.

The regulations have been reviewed and there is a change recommended to reflect the Board's Strategic Priorities and the Ontario Human Rights Code.

Recommendation:

“That the Board approve the reviewed policy and revised regulations on *Development and Review of Board Policies and Regulations*.”

POLICY

SUBJECT: Development and Review of Board Policies and Regulations

The words "It is the policy of the Lambton Kent District School Board" will initiate a statement, in clear and concise terms, of the Board's values and core beliefs on educational and related issues.

Implementation Date: June 22, 1999
Reviewed: February 22, 2000, September 13, 2005, November 11, 2008
Revised: February 28, 2012
Reviewed: September 22, 2015, January 30, 2018, [January 24, 2024](#)

Reference: LKDSB Regulations

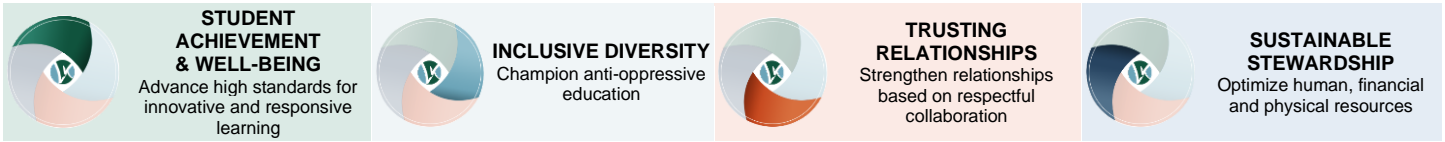
REGULATIONS

SUBJECT: Development and Review of Board Policies and Regulations

1. The Board, through the Director of Education, will create, review, amend or expunge Policies and Regulations as required.
2. Policies must conform to the Education Act, Regulations and to all relevant statutes, regulations and policies of the various levels of government.
3. *As Policies and Regulations are reviewed, any necessary changes will be made to ensure they are in line with the Board's Strategic Priorities and contain inclusionary language consistent with the Ontario Human Rights Code.*
4. The Director of Education will present draft Policies and Regulations to Trustees at Regular Meetings of the Board.
5. Trustees will review the Policies and Regulations, and:
 - a) approve the documents;
 - b) amend and approve the documents;
 - c) refer the documents back to the administration, with direction;or
 - d) create an ad hoc committee to review and revise and report back to the Board.
6. Policies usually have accompanying Regulations, which are the rules that govern the Policy.
7. All Policies and Regulations must be approved at a Regular or Special Board Meeting.
8. The Director of Education will be accountable for the implementation of all Policies, in accordance with the Regulations.
9. All Board Policies and Regulations must be reviewed prior to the fifth year of implementation, or sooner if necessary.

Implementation Date: June 22, 1999
Reviewed: February 22, 2000
Revised: November 26, 2002
Reviewed: September 13, 2005, November 11, 2008
Revised: February 28, 2012
Reviewed: September 2015
Revised: January 30, 2018, *January 24, 2024*

Reference: LKDSB Policy
 Ontario Human Rights Code



FROM: John Howitt, Director of Education

DATE: January 24, 2024

SUBJECT: LKDSB Policy and Regulations on Electronic Meetings



The policy and regulations on *Electronic Meetings* have been reviewed as part of the LKDSB cyclical review.

The policy continues to reflect the philosophy of the Board and no changes are recommended.

The regulations have been reviewed and there are changes recommended to reflect current practice.

Recommendation:

“That the Board approve the reviewed policy and revised regulations on *Electronic Meetings*.”



POLICY

SUBJECT: Electronic Meetings

It is the policy of the Lambton Kent District School Board to provide for the use of electronic means to facilitate Trustee participation at Board Meetings in accordance with Ontario Regulation 463/97.

Implementation Date: September 27, 2005
Reviewed: May 27, 2007
Revised: November 24, 2009, May 14, 2013
Reviewed: January 16, 2018, [January 24, 2024](#)

Reference: Ontario Reg. 463/97
 LKDSB Regulations



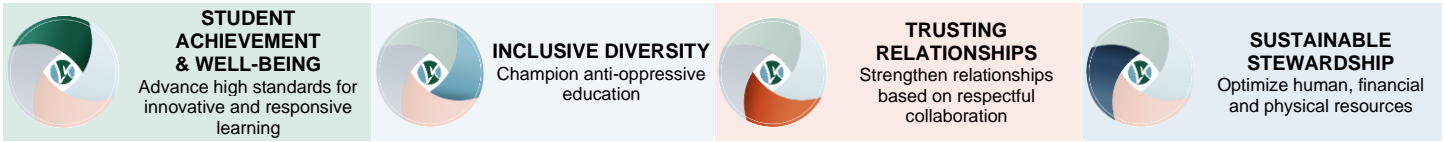
REGULATIONS

SUBJECT: Electronic Meetings

1. ~~The Board may hold Special Meetings of the Board via electronic means to facilitate decision-making by the Board with respect to urgent items.~~ Trustees ~~would be~~ are encouraged to be present at the Sarnia Education Centre or the Chatham Regional Education Centre to participate in Board Meetings. However, electronic means will be available for Regular Board Meetings and Special Board Meetings.
2. Trustees may participate in Board Meetings via electronic means in situations where it is impossible to travel to the location of the Board Meeting. The intent is not to discourage Trustees from physically attending Board Meetings, but to be considered as an option only when circumstances absolutely prevent a Trustee from being physically present at a Board Meeting.
3. Trustees participating in Board Meetings via electronic means would be deemed present and able to fully participate in the Meetings.
4. Rules of confidentiality shall be observed during Private Session.
5. Trustees are required to notify the Director of Education, ~~or designate, by 2:00 p.m. on the day of prior to the~~ Board Meeting if they plan to participate via ~~teleconference~~ electronic means.

Implementation Date: November 24, 2009
Revised: May 14, 2013
Reviewed: January 16, 2018
Revised: January 24, 2024

Reference: Ontario Reg. 463/97
LKDSB Policy



FROM: John Howitt, Director of Education

DATE: January 24, 2024

SUBJECT: LKDSB Policy and Regulations on Prohibition of Entrepreneurial Activities



The policy and regulations on *Prohibition of Entrepreneurial Activities* have been reviewed as part of the LKDSB cyclical review.

The policy continues to reflect the philosophy of the Board and no changes are recommended.

The regulations have been reviewed and there are no changes recommended.

Recommendation:

“That the Board approve the reviewed policy and revised regulations on *Prohibition of Entrepreneurial Activities*.”



POLICY

Subject: Prohibition of Entrepreneurial Activities by Employees

It is the policy of the Lambton Kent District School Board to prohibit any form of personal entrepreneurial activity by employees during their hours of employment.

Implementation Date: November 23, 1999
Reviewed August 31, 2004, May 13, 2008, March 27, 2012, October 13, 2015,
September 25, 2018, [January 24, 2024](#)

Reference: LKDSB Regulations



REGULATIONS

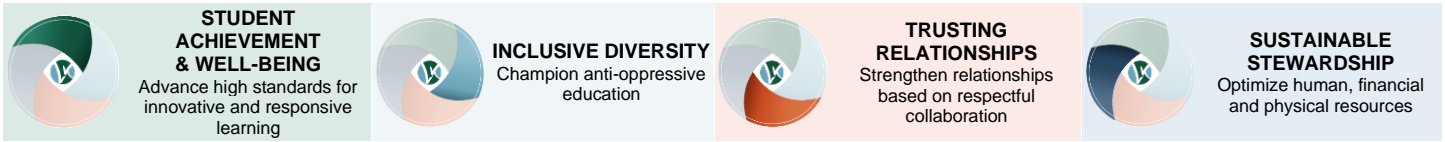
Subject: Prohibition of Entrepreneurial Activities by Employees

For the purposes of this policy, entrepreneurial activities shall include the advertising of, promotion of, distributing of and/or selling of products and/or activities on Board time. Board facilities and/or equipment including Internet, e-mail and social media may be used only for Board business.

1. It will be the responsibility of each principal or supervisor to ensure that no entrepreneurial activity, as defined above, is being conducted by any employee(s) in their charge.
2. Should a principal or supervisor become cognizant of any employee(s) conducting entrepreneurial activities, as defined above, they will notify the employee(s), in writing, to cease the activities immediately.
3. Should the activities not cease as requested in #2, the principal or the supervisor will notify the appropriate superintendent.
4. The superintendent, upon notification, will:
 - (a) review the report of the principal or supervisor;
 - (b) conduct a personal investigation of the matter;
 - (c) determine appropriate disciplinary action if required.

Implementation Date: November 23, 1999
Revised: August 31, 2004
Reviewed: May 13, 2008
Revised: March 27, 2012
Reviewed: October 13, 2015
Revised: September 25, 2018
Reviewed: [January 24, 2024](#)

Reference: LKDSB Policy



FROM: Brian McKay, Associate Director – Corporate Services

DATE: January 24, 2024

SUBJECT: Tender Award – Chiller Replacement – Alexander Mackenzie Secondary School



Tenders were received electronically by the Purchasing Department and opened on December 1, 2023, by Brandon Wysman of the Plant & Maintenance Department. Bid results are as follows (** indicates successful bidder):

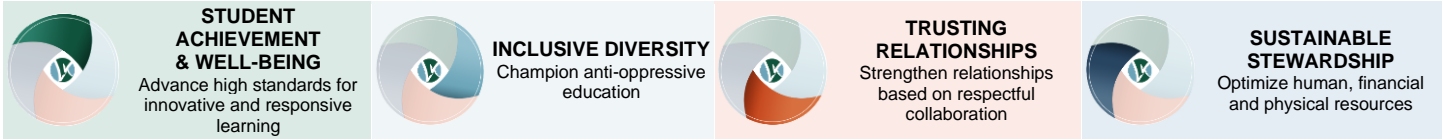
Tendered Base Bid: chiller replacement

PROJECT BIDDER	BASE BID (nic. HST)
**Trane Canada ULC	276,300.00

PROJECT SUMMARY	
Successful Bid Total (nic. h.s.t.)	276,300.00
Design Fees	23,618.32
Net HST	6,478.24
Total Project, This Report:	306,396.56
Budget Funding:	
- School Condition Improvement	
Total Project Budget:	\$ 306,396.56

Recommendation:

“That the Board award the tender to the successful bidder, Trane Canada ULC., for the Chiller Replacement at Alexander Mackenzie Secondary School.”



FROM: Brian McKay, Associate Director – Corporate Services

DATE: January 24, 2024

SUBJECT: Tender Award – Flag Pole Replacement – Various LKDSB Locations



Tenders were received electronically by the Purchasing Department on Monday, January 8, 2024, by Bryan Cadotte of the Plant & Maintenance Department. Bid results are as follows (** indicates successful bidder):

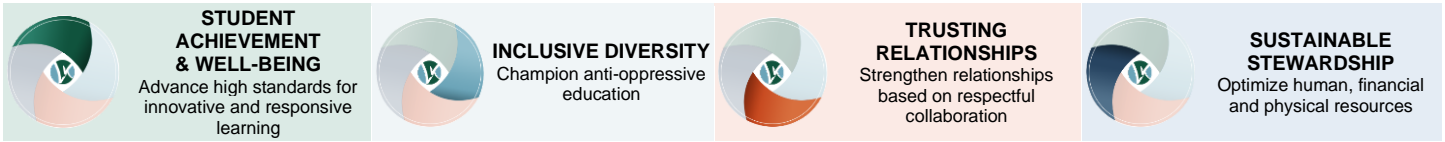
Tendered Base Bid: Flag Pole Replacement

PROJECT BIDDER	BASE BID (nic. HST)
** DiCocco Contractors 2015 Inc, Sarnia	263,750.00
Clarke Construction Inc., Blenheim	333,800.00
ZGC Civil Group Ltd, Wilkesport	358,100.00
Wellington Builders Inc, Forest	408,000.00
Westhoek Construction Limited, Chatham	426,598.00
5001630 Ontario LTD, Sarnia	499,800.00
Vince Ferro Construction Ltd., Windsor	514,645.00
Elric Contractors of Wallaceburg Limited, Wallaceburg	561,000.00
Schouten Excavating Inc., Watford	Disqualified
Fibre General Contracting Inc., Watford	Disqualified

PROJECT SUMMARY	
Successful Bid Total (nic. h.s.t.)	263,750.00
Design Fees	0.00 (In-House)
Net HST	5,697.00
Total Project, This Report:	\$269,447.00
Budget Funding:	
- School Renewal Budget	269,447.00
Total Project Budget:	\$ 269,447.00

Recommendation:

“That the Board award the tender to the successful bidder, DiCocco Contractors 2015 Inc. for the Flag Pole Replacement at Various LKDSB Locations.”



FROM: Malinda Little, Trustee

DATE: January 24, 2024

SUBJECT: Special Education Advisory Committee (SEAC) Report



The Special Education Advisory Committee (SEAC) of the Lambton Kent District School Board met virtually and in person at Employment Transitions Sarnia on Thursday, December 14, 2023. Following is a report of the activities of the meeting:

Presentation – Coaching for Mental Health

LKDSB Mental Health Leader Katie Colameco shared with SEAC members the current delivery model for LKDSB Mental Health and Well-being supports while explaining the new Grade 7 and 8 Mental Health Literacy Modules. These modules are a new mandatory curriculum that the Ministry of Education has provided in consultation with School Mental Health Ontario. This curriculum is intended to educate students about Mental Health, encourage help-seeking behaviour, and to reduce stigma associated with mental health. Students across Ontario provided feedback to the Ministry indicating they want to learn about this in the classroom with their peers. She also reviewed the new Mind Up curriculum recently purchased by the LKDSB. Mind Up is a preventative mental health program that equips students, educators and families with mental fitness tools that build greater emotional literacy and improve resilience to face challenges with optimism, strength, and compassion. This program/curriculum is provided in the classroom by the classroom teachers.

Presentation – Employment Transitions / jobPath

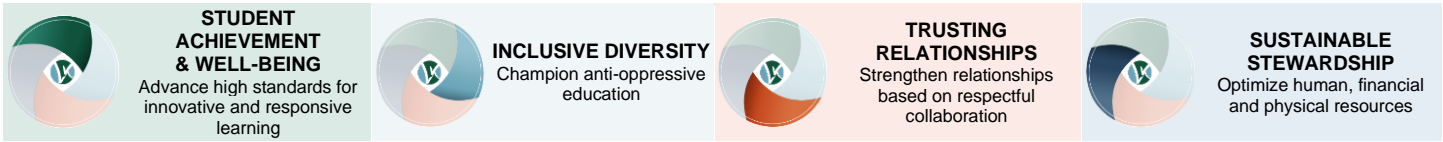
Community Living's Evan Dawe and Heather Allen delivered an overview of the job path program, which helps work-ready individuals in the community with a disability gain the skills to obtain employment and supports job seekers who have not found success on their own. jobPath is a six-week readiness program that runs four times a year, working on goal setting, conflict resolution, time management, customer service and interview preparation. They spoke about the Employment Transitions program, which partners employers in the community with employees in the job path program, enabling anyone with a disability or significant employment challenge the opportunity to earn a competitive wage and raise their quality of life. This often includes a job coach who can help alleviate the employer's time and ensure new employees learn their jobs effectively, in turn setting the employee up for success.

Correspondence

March 14, 2023, Minister's Advisory Council on Special Education Meeting Highlights were shared with the committee for review. SEAC Chair Chris King addressed that the Ministry funds a Human Rights Equity Advisor in 18 other boards, questioning why not all boards are provided funding for this position. The SEAC Committee motioned that the committee write a letter to the Minister inquiring about accessing funds, as there are many equity-deserving boards in the province.

Next Meeting

Thursday, February 15, 2024
Wallaceburg District Secondary School



FROM: Brian McKay, Associate Director, Corporate Services

DATE: January 24, 2024

SUBJECT: 2023-24 Revised Estimates - Update



This report provides Trustees with an update on the changes to the Board’s revenue and deficit position from the 2023-24 revised estimates process that occurred in the fall. The revised estimates process allows school boards to “true up” or adjust their budgets to reflect actual enrolment and staffing numbers due to school start up in September. This process adjusts the estimates budget, as prepared in the spring of the prior school year, which is based on estimated enrolment and staffing numbers. For the LKDSB, the revised estimate process usually entails changes in enrolment as well as changes to staff as impacted by retirements that occur after the estimates process.

2023-24 Revised Estimates Revenue

The attached Revenue Forecast Summary By Grant Category table (attachment) provides a summary of the revenue categories and the revenue changes from the 2023-24 estimates budget to the 2023-24 revised estimates budget. Total revenue increased by \$17,123,245 in the revised estimates budget to a total of \$353,501,417. Most of this increase is due to the inclusion of \$11,769,560 of capital priorities revenue for the construction start-up of the new K-12 school in Forest and the capital addition project at Errol Village Public School. This revenue was not included as part of the 2023-24 estimates budget as board staff was still finalizing construction timelines for these two projects. The revenue increase also includes the recognition of \$2,000,000 of additional school generated funds which is available for expenditures at board schools. School generated funding is funding raised by schools to cover specific school expenses such as field trips, school-based food programs (breakfast bins) and small school-based capital projects. These additional funding sources cannot be used to reduce the operating deficit, as reported in the 2023-24 estimates budget.

Student enrolment drives many of the operating grants in Grants for Student Needs (GSN) funding. Impacted GSNs can be found on page 1 of the attachment. In total, operating GSNs increased by \$2,063,914 from the 2023-24 estimates budget. The following table summarizes the enrolment comparison between the Board’s estimates and revised estimates budgets:

Panel	Estimates (FTE)	Revised Estimates (FTE)	Difference (FTE)
Elementary	14,602.00	14,878.20	276.20
Secondary	6,900.00	7,046.50	146.50
TOTALS:	21,502.00	21,924.70	422.70

Enrolment increased by 422.70 student FTE between the estimates and the revised estimates budget. Page 1 of the attachment shows the various operating grants with many of the grants increasing as a result of the enrolment increase. However, not all operating grants follow this trend with two operating grants – Cost Adjustment and Teachers Qualifications and Experience and Declining Enrolment Allocation – showing substantial declines.

Most of the additional operating grant revenue was used to fund additional teaching resources to balance the increased enrolment. The remaining revenue was then applied to reduce the Board's deficit position.

Revised Estimates – Deficit Update

The below table summarizes the changes to the Board's deficit position from the 2023-24 estimates budget to the 2023-24 revised estimates budget. CLASS is reporting a smaller deficit position for the Board after the first 3 months of transportation operations in the 2023-24 school year. Additionally, operating GSN grant revenue was applied to reduce the general operations deficit pressure by \$318,620. In total, the Board's reported revised estimates deficit is \$1,781,116, which is within the 1% Ministry allowable deficit calculation.

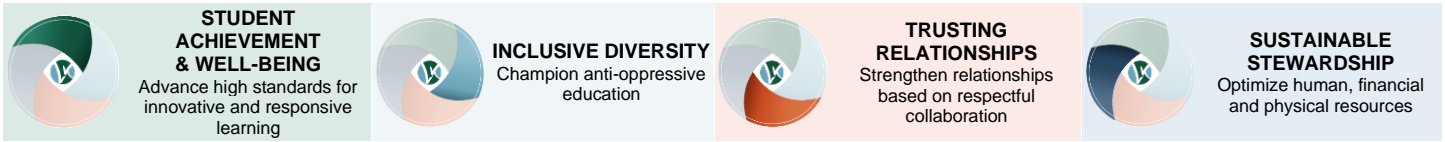
Deficit Pressure	Estimates Deficit	Revised Estimates Deficit	Difference
Transportation	\$1,201,562	\$690,900	(\$510,662)
General Operations	1,408,836	1,090,216	(318,620)
TOTALS:	\$2,610,398	\$1,781,116	(\$829,282)

THE LAMBTON KENT DISTRICT SCHOOL BOARD
REVENUE FORECAST SUMMARY BY GRANT CATEGORY

GRANT CATEGORY	2023/2024	2023/2024	VARIANCE
	REVISED ESTIMATES	ESTIMATES	
Operating Grants			
Pupil Foundation Grant - Elementary JK - SK	18,693,775	17,144,060	1,549,715
Pupil Foundation Grant - Elementary Gr. 1 to 3	27,384,836	27,429,953	(45,117)
Pupil Foundation Grant - Elementary Gr. 4 to 8	38,849,923	38,623,209	226,714
Pupil Foundation Grant - Secondary	40,420,265	39,798,714	621,551
School Foundation - Elementary	12,640,486	12,504,589	135,897
School Foundation - Secondary	5,806,490	5,667,816	138,674
School Foundation - Remote Learning Administration	60,148	92,379	(32,231)
School Foundation - Library Staff Amount	145,237	145,237	0
Parent Engagement	73,157	73,095	62
Special Education	35,149,782	34,761,311	388,471
Language Grants - French as 2nd Language	3,151,493	3,145,345	6,148
Language Grants - ESL/ESD	1,440,215	992,884	447,331
Distant & Supported Schools (Learning Resources)	7,242	1,995	5,247
Remote and Rural	257,397	253,859	3,538
Rural and Northern Education Allocation	624,712	624,712	0
Continuing Education and Summer School	946,446	819,436	127,010
Cost Adjustment and Teachers Qualifications and Experience	27,512,833	28,850,305	(1,337,472)
New Teacher Induction Program	103,358	103,358	0
ECE Qualifications & Experience	1,212,642	1,203,782	8,860
Transportation	15,428,026	15,309,910	118,116
Governance & Administration	6,936,202	6,867,729	68,473
Pupil Accommodation - School Operations	22,825,032	22,441,522	383,510
Learning Opportunities (LOG) - Base Amount	1,642,702	1,642,702	0
Literacy and Numeracy Assistance (LOG)	0	0	0
Student Success Assistance (LOG)	1,764,309	1,755,096	9,213
Experiential Learning Allocation (LOG)	147,693	146,845	848
Safe and Clean Schools Supplement (LOG)	244,610	244,610	0
Summer Learning Program Allocation (LOG)	75,000	0	75,000
Indigenous Education Grant	1,827,298	1,775,074	52,224
Mental Health and Well Being	1,453,703	1,441,160	12,543
Program Leadership Grant	1,004,963	1,008,213	(3,250)
One Time Realignment Mitigation Fund	571,853	571,853	0
1. Sub-Total =	268,401,828	265,440,753	2,961,075
Supports Students Fund	2,503,495	2,503,495	0
Declining Enrolment Allocation	0	862,761	(862,761)
Top Up Allocation for School Operations	2,532,470	2,566,870	(34,400)
Community Use of Schools Compensation	318,788	318,788	0
Trustees' Association Fee	58,745	58,745	0
2. Sub-Total =	5,413,498	6,310,659	(897,161)
Sub-Total OPERATING GRANTS (1 + 2) from Student Focused Funding Model =	273,815,326	271,751,412	2,063,914

THE LAMBTON KENT DISTRICT SCHOOL BOARD
REVENUE FORECAST SUMMARY BY GRANT CATEGORY

GRANT CATEGORY	2023/2024	2023/2024	VARIANCE
	REVISED ESTIMATES	ESTIMATES	
School Facilities Renewal	3,526,616	3,477,225	49,391
Top Up Allocation for School Renewal including Rural	315,570	319,876	(4,306)
School Renewal Enhancement	756,817	794,658	(37,841)
School Condition Improvement	18,026,506	18,026,506	0
Ministry Temporary Accommodations	137,513	137,513	0
Prior Capital Commitments	744,654	744,654	0
Capital Priorities	11,769,560	0	11,769,560
Financing Costs	3,340,907	3,340,907	0
3. Sub-Total (Renewal grants) =	38,618,143	26,841,339	11,776,804
Sub-Total ALL GRANT CATEGORIES from Student Focused Funding Model =	312,433,469	298,592,751	13,840,718
Other Revenue			
Tuition (First Nations, Visa)	5,170,435	4,464,591	705,844
School Generated Funds	6,000,000	4,000,000	2,000,000
Priorities and Partnerships Fund	4,246,407	3,971,500	274,907
Misc other revenue	4,025,623	3,515,581	510,042
Deferred Revenue (Targeted Student Supports, Indigenous & Special Ed)	277,248	0	277,248
Best Start - Operating Rent	695,350	705,205	(9,855)
A. TOTAL MINISTRY + FEES REVENUE =	332,848,531	315,249,628	17,598,903
Other Funding Sources			
Ministry Funding of Capital Amortization	17,810,890	18,180,165	(369,275)
Transfer in from Reserves - for capital projects & operating purposes	2,841,996	2,948,379	(106,383)
B. Sub-Total =	20,652,886	21,128,544	(475,658)
GRAND TOTAL A + B =	353,501,417	336,378,172	17,123,245



FROM: John Howitt, Director of Education

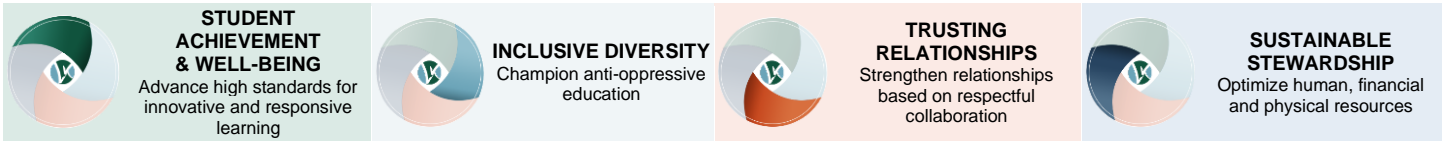
DATE: January 24, 2024

SUBJECT: Director's Annual Report 2022/2023



Attached is the Director's Annual Report for 2022/2023. It outlines the activities undertaken to achieve the LKDSB Strategic Priorities as well as ongoing efforts to enhance student achievement and well-being.

The Director's Annual Report is to be submitted to the Ministry of Education and posted on the LKDSB website by January 31.



FROM: Brian McKay, Associate Director – Corporate Services

DATE: January 24, 2024





SUBJECT: Budget Meeting Schedule for the 2024-2025 School Year



The Board’s annual budget process, for the 2024-25 school year, will begin in February 2024. This report establishes the budget schedule that will guide the planning of revenues and expenses, for the upcoming 2024-25 school year.

The meeting timelines proposed below will be used to guide the budget development process. The timelines will ultimately depend upon the date when the Ministry provides school boards with the grant regulations.

- Development and release of the initial budget memos, by the Ministry of Education, is anticipated to begin by the end of March 2024. The release of the technical paper and access to EFIS is anticipated to be available by the middle of April 2024.
- Budget Workshops for Trustees and Administration: April 2 and May 7, 2024; all meetings begin at 5:00 p.m., at the SEC and CREC with video conferencing and Microsoft Teams options available. Meeting invites will be sent to all trustees.
- Presentation, review, public input, and development of the budget, as required, at the public Regular Board Meetings on April 9 & 23 and May 14 & 28.
- Budget Information Sessions: Student Senate – May 6, Parent Involvement Committee – May 27, Indigenous Liaison Committee – May 7 and Special Education Advisory Committee - May 16.
- Final approval of the 2024-2025 Budget is scheduled to be presented at the June 11, 2024 Regular Board Meeting (contingency plan, if required - June 25, 2024 Regular Board Meeting).

 <p>STUDENT ACHIEVEMENT & WELL-BEING Advance high standards for innovative and responsive learning</p>	 <p>INCLUSIVE DIVERSITY Champion anti-oppressive education</p>	 <p>TRUSTING RELATIONSHIPS Strengthen relationships based on respectful collaboration</p>	 <p>SUSTAINABLE STEWARDSHIP Optimize human, financial and physical resources</p>
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FROM: Ben Hazzard, Superintendent of Education – Math Lead

DATE: January 24, 2024

SUBJECT: January LKDSB Math Achievement Action Plan Update: Semester Grade 9 EQAO



Lambton Kent District School Board
 Math Achievement Action Plan
 Four Areas of Focus

Number Talks

Teacher Capacity



Instructional Leadership

Student Data

The 2023-2024 Lambton Kent District School Board Math Achievement Action Plan (LKDSB MAAP) implementation update will focus on the LKDSB and provincial theme of knowing the learner with student data. The Ministry of Education and Lambton Kent District School Board plan focuses on: How do we know the learner? Specifically, working to know the mathematics learner, and ensuring mathematical tasks, interventions and supports are relevant and responsive. This report provides an initial update on the student data that is being used to support our mathematical learners.

Below are the key performance indicators and actions that focused on:

- All secondary schools prioritized Grade 9 EQAO Assessment of Mathematics scheduling, preparation, and inclusion in the final course mark in semester 1.
- Priority secondary schools developed plans that included practice plans, sample tests, communication with parents, nutrition, and facilitator support in semester 1.

All Secondary Schools:

Priority 3 Key Performance Indicators:		
How do we know the learner?		
Knowing the mathematics learner, and ensuring mathematical tasks, interventions and supports are relevant and responsive		
Specific Actions: All schools will schedule and communicate the plan for grade 9 EQAO to all staff, ensuring that grade 9 students have reasonable academic expectations surrounding the scheduled EQAO date. i.e. limiting the number of final assessments due in grade 9 classes the day before and day of the assessment.	Key Performance Indicator Priority Schools: % of priority schools who have prioritized Grade 9 EQAO assessment dates when scheduling final evaluations and culminating activities.	January Update: 100% of schools have prioritized Gr 9 EQAO with scheduling, preparing for the test and communicating the value of the test to students and parents in semester 1.

Superintendent Mancini provided direction for all school implementation of the Grade 9 EQAO Assessment of Mathematics in Secondary Program Memo # 06. All secondary schools prioritized Grade 9 EQAO Assessment of Mathematics scheduling, preparation, and inclusion in the final course mark in semester 1.

Lambton Kent District School Board
 Sarnia Education Centre
 200 Wellington Street
 Sarnia, N7T 7L2
 519-336-1500

Chatham Regional Education Centre
 476 McNaughton Avenue East
 Chatham, N7M 5L7
 519-354-3770



2023/2024: 06 SP

MEMORANDUM TO: Secondary Principals and Vice Principals,
Grade 9 Math Teachers

FROM: Mary Mancini, Superintendent of Education
Jim Morton, System Coordinator of Secondary Program

DATE: November 13, 2024

SUBJECT: Common Grade 9 EQAO Assessment of Mathematics Implementation

To prepare LKDSB students for the 2023-2024 Grade 9 EQAO Assessment of Mathematics, the following will occur at all secondary schools:

- Schools will schedule the assessment to take place on a date close to the end of semester, communicate this date in advance with students and parent/guardians, and will ensure that there are no other Grade 9 final assessments on these dates.
- Schools will utilize the LKDSB-developed EQAO Practice Assessments by strand and recording sheets to support problem solving (ie, recording sheets or white boards) throughout the semester to familiarize students with online assessment. The MTH1W1 Support Materials website can be found [here](#). Go to EQAO Resources on the top tab and scroll down to your school for each set of practice questions.

Priority Secondary Schools:

Priority secondary schools developed plans that included practice plans, sample tests, communication with parents, nutrition, and facilitator support in semester 1.

The 2023-2024 Priority Secondary Schools:

- Chatham Kent Secondary School
- Great Lakes Secondary School
- John McGregor Secondary School
- Lambton Central Collegiate and Vocational Institute
- North Lambton Secondary School
- Wallaceburg District Secondary School

Practice Plans:

- All priority schools completed digital practice with Grade 9 classes and offered support at lunch or after school.

Focused Scheduling and Timetabling:

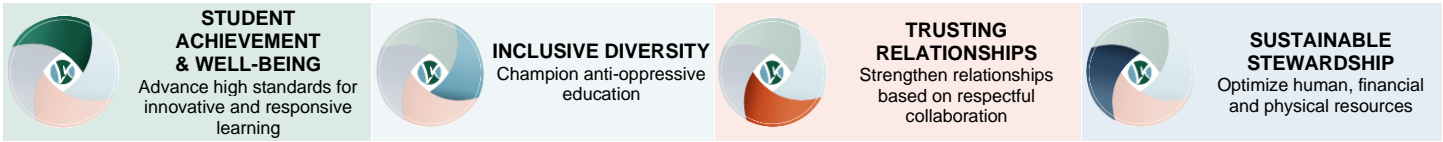
- All priority schools scheduled the Grade 9 EQAO assessment with plans to accommodate students with multiple periods available for extra time.

Nutrition Plan:

- All priority schools provided snacks for students to ensure that nutrition was supported.

Support Plan:

- All priority schools planned to access locations and people to support that are available within each school including resource teachers, and math facilitators.



FROM: Angie Barrese, Superintendent of Education

DATE: January 24, 2024

SUBJECT: Policy and Program Memorandum 169



Policy and Program (PPM) Memorandum 169, Student Mental Health, sets direction for school boards to provide culturally responsive, evidence-informed student mental health promotion, prevention, and early intervention services that respect students as complex individuals and provide appropriate supports for their diverse needs. As well, the PPM outlines the importance of school boards working within the broader provincial system of care to help provide clear pathways to and from more intensive community and hospital-based mental health services, when needed.

In particular, there are 11 requirements for school boards to implement.

1. **Three-Year Mental Health and Addictions Strategy and One-Year Action Plan** – The LKDSB has created a three-year strategy and updated this using current data for many years. Our one-year action plan this year will focus on:
 - increased staff understanding of the Mental Health and Addiction Strategy will be demonstrated on the post-survey
 - strategy documentation on the LKDSB website updated
 - an increase in Climate Survey results specifically related to Mental Health and Well-being: knowing how to access mental health support and access the support

Reference: Operational Plan – Page 11

2. **Joint Local Planning with Community-based Child and Youth Mental Health Providers** - This initiative has been at the center of our discussions with the lead mental health agencies within our school district. The lead mental health agencies we partner with include St. Clair Child and Youth in the Sarnia-Lambton area and LINCK in the Chatham-Kent area. As outlined in the LKDSB Operational Plan on page 11, through shared collaboration, we will work to create a common referral process between the LKDSB and the lead mental health agencies; create a clear pathway to remove barriers of access for students and families; and a procedure outlining the steps to take will be established for staff to follow. The goal of the Ministry of Education is to create “one system of care”.

Reference: Operational Plan – Page 13

3. **Multi-Tiered System of Support** – Working within Tiers of Support has been a primary focus for the LKDSB for several years. Outlining services provided at each tier level will be part of our planning with the lead agencies to create clear pathways and referral processes. By reminder, Tier One is “good for all” and all staff and students can support and realize this support, which includes creating a safe welcoming, inclusive educational experience.

4. **Consistent Use of Evidence-informed Brief Interventions and Standardized Measurements** – All LKDSB-regulated professionals currently and will continue to utilize evidence-informed brief interventions and standardized measurement tools that align with their scope of practice and regulatory colleges' obligations for privacy and reporting.
5. **Suicide Prevention, Intervention, and Postvention Protocols** – The LKDSB has these protocols in place and review them annually. A LKDSB Procedure outlines the practical steps you will take to respond to an active suicide attempt or student at risk of suicide. In the coming months, as part of our regular review, we will be working with our Equity, Diversity, Inclusion, and Justice committee to reflect on the needs of all students and their families.
6. **Virtual Care Delivery** – Mental Health services are delivered in-person for students at their home schools within the LKDSB. At times, a virtual option is necessary to support youth and we do provide this opportunity as appropriate.
7. **Enhanced Educator and Staff Mental Health Literacy** – An ongoing priority for the LKDSB and the Mental Health Action plan includes staff training and learning. Sharing evidence-informed research materials on mental health and addictions continues to be a top priority. School Mental Health Ontario is our critical partner with this work. Using the data gathered from a survey assists us in determining which areas of focus and learning.
8. **Mandatory Mental Health Literacy Learning for Students** – The Ministry of Education has introduced a series of three modules per grade to support the existing mental health literacy expectations within the grades 7 and 8 Health and Physical Education curriculum. This series of three 40-minute modules per grade will be delivered by educators to support the existing mental health literacy expectations within Strand D of the Health and Physical Education curriculum. During this first year of implementation, grade 8 teachers may wish to review the grade 7 material to scaffold their learning and their students' learning. The modules are not new learning but instead offer ways to enhance the delivery of the existing curriculum and focus on mental health literacy. This learning will help equip students with inclusive, culturally responsive, evidence-informed knowledge, skills, and strategies to support their mental health and well-being. These modules align and support the work we do at the LKDSB to support student mental health and well-being.
9. **Family Mental Health Literacy and Awareness** – Families play a critical role in supporting the mental health of their children. The LKDSB is committed to supporting families to have access to high-quality information and to remove barriers to access for their children. Family supports will continue to be offered by our regulated mental health professionals and through our summer camp opportunities. Results from the LKDSB Climate Survey show that parents and guardians identify knowing how to access support as a concern. A media campaign will be completed this school year to offer staff, students, and families information about how to know more about the services we provide and how to access those.
10. **Social-Emotional Learning** – Social-emotional learning skills that are embedded in the Ontario curriculum and include: identification and management of emotions, recognizing sources of stress and coping with challenges, maintaining positive motivation and perseverance, building healthy relationships, developing self-awareness and confidence, and thinking critically and creatively. As outlined on the Operation Plan on page 8, the LKDSB is piloting the MindUp Curriculum in schools for students in kindergarten to Grade 2. The MindUp curriculum complements the Ontario Curriculum to support students in enhancing their social-emotional learning and to understand more about how their brain works and focus on strategies to assist students in feeling safe, confident, and engaged in their learning.

11. **Mental Health Absences** – When students are unable to attend school due to a mental health concern, their absence must be excused under S21(2)(b) of the Ontario Education Act. This will be a new practice for school boards, and will require careful monitoring to ensure that students who are unable to school due to a mental health concern, are provided supports to address underlying concerns to support strategies to assist students to have regular attendance.