

Parent Involvement Committee Meeting Minutes – November 13, 2025

Public Meeting

Roll Call:

Trustees:	Staff:
B. Godkin R. Hutcheon (regrets)	A. McDonnell, Superintendent S. Gillam, Superintendent P. Gollogly, Assoc. Superintendent L. Gillam, Research Analyst
Invitees:	Recorder and Producer:
V. Venditti, Co-Chair M. Redmond, Bayridge PS and BSS H. Somerville, Calvin Park PS K. McCuen, Central PS S. Patrick, Clarendon PS M. Rickey, EVS J. Avery, Fairfield ES M. Foster, J.R. Henderson/FSS/Module de l'Acadie S. Bradley, Joyceville PS C. Scales, KSS M. Hudson, LCVI M. Valente, LISS C. Bird, Module Vanier A. Ewart, Molly Brant ES E. Wilkinson, Odessa PS S. Gratto, Storrington PS J. Clayton, W.J. Holsgrove PS C. Bevens-Leblanc, 2SLGBTQIA+ Focus Group (regrets) Z. Mnyetto, KEYS P. Bearse, Southeast Health Unit (regrets)	E. Smith, Administrative Assistant M. Christopher, IT

1. Welcome

- Co-Chair Venditti called the meeting to order.
- Co-Chair Venditti shared a personalised land acknowledgement with the group.
- Attendance/Regrets: P. Bearse, and C. Bevens-Leblanc sent regrets.
- Declarations of conflict of interest: S. Bradley declared possible conflict in connection with the presentation on Before and After Care.

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.

- Co-Chair Venditti reviewed meeting norms.
Housekeeping items: All attendees must sign in with name, role, and school (or organization for community members). When speaking, identify yourself by name, school, and role for accurate record keeping.
Engagement and conduct: Maintain respectful and professional behavior during discussions. Allow speakers to present without interruption; encourage constructive and courteous dialogue. PIC and the Board are allies working collaboratively for students and the school community. Keep discussions community-focused, avoiding personal stories. Stay on topic; changes in agenda template were made to help maintain focus and respect everyone's time.
New Topics and Motions: Only appointed PIC representatives may bring forward new topics or motions. Items should be submitted via email to PIC Co-Chairs or during agenda call-outs before meetings. Time-sensitive items may be requested for addition on the day, subject to group approval.
Guest Participation: Guests may observe and ask follow-up questions on presented topics. Guests cannot introduce new items; they must email PIC Co-Chairs or go through their school PIC Rep.
Quorum and Voting: Decisions require quorum; voting privileges are limited to PIC representatives. Voting items will be announced in advance to ensure participation.
Conflicts of Interest: Disclose any potential or perceived conflicts for notes.
Goal: Create a meeting environment that is respectful, transparent, and productive for all participants.

2. ADOPTION OF THE AGENDA

2.1 Adopted.

3. APPROVAL OF MINUTES

3.1 PIC Meeting Minutes from October 23, 2025, approved.

4. Presentations

- Land Acknowledgement Training - Superintendent Gillam provided an in-depth presentation to PIC members on the purpose, delivery, and customization of land acknowledgements within the Limestone District School Board, emphasizing the importance of genuine reflection, relationship-building, and actionable steps toward reconciliation. Supt. Gillam informed that the Indigenous team is available to support School Councils and provide presentations on land acknowledgements and land-based teachings. Supt. Gillam highlighted the availability of resources such as the First Nations and Treaty map of Ontario and offered to assist with obtaining materials or arranging presentations. In response to questions raised by PIC Representatives, Supt. Gillam confirmed that the Indigenous team provides presentations for students and can supply resources for families to support discussions at home. He noted that requests for such resources can be made through school contacts.
- Before and After School Program (BASP) - A comprehensive review of the Limestone District School Board's BASP, completed in Spring 2025, to determine the needs of LDSB families, was presented by Superintendent McDonnell and Research Analyst Laura Gillam. The scope of the review involved an assessment of the current and anticipated needs for BASP spaces in schools across the district, with a

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.

focus on equity, viability, and enrolment. The presentation included detailed survey findings, gaps in access to BASP spaces, challenges with staffing shortages, and next steps, with active discussion and questions from participants regarding enrolment, funding, and program models. The survey received 1,910 responses, primarily from families in the City of Kingston and Frontenac County, and captured both current users and those unable to access programs. Findings revealed a shortfall in available before and after school program spaces, with 1,658 additional spots needed in the previous year (2024/25) and 2,567 total anticipated spaces for the current year (2025/26). Based on survey responses from LDSB families, 24% of students in K-6 required BASP for 2025/26, only 13% of the K-6 student population could be accommodated based on licensed capacity, and just 8% based on current capacity and staffing levels, leaving a substantial unmet need. The highest numbers in identified need for BASP spaces were for students in Kindergarten, and lowest for students in grades 5 and 6. Key barriers to closing the gap in access to BASP spaces identified through family survey third-party provider feedback included insufficient program spots, staffing shortages (particularly in rural areas), and limited support for students with special education needs. The shortage of qualified staff, especially ECEs, was highlighted as a major constraint, with salary and split shifts contributing to recruitment and retention challenges.

The Board has implemented strategies such as promoting job postings to qualified staff, facilitating connections between third-party providers and employees (e.g., EAs/ECEs), and partnering with Tri Board Transportation to provide courtesy busing, where possible. A committee consisting of LDSB and BASP Third Party Providers servicing LDSB schools, meets regularly to address operational challenges.

Next steps include reviewing additional data sources, mapping community resources, considering the prioritization of BASP Extended Day (JK/SK) Programs in LDSB schools, and considering the expansion of authorized recreation programs. The board is investigating the feasibility of piloting an in-house before and after school program, similar to models in other Ontario boards, which would require further consultation.

Participants asked about program timing, survey costs, enrollment processes, funding, and the distinction between for-profit and not-for-profit providers. The board clarified that fees are paid directly to third-party providers, and that the board does not collect fees or receive direct funding for these programs.

5. ELECTIONS AND ROLE CONFIRMATIONS

5.1 Election

- Nomination for PIC Co-Chair was received and accepted. Co-Chair Venditti welcomed Jamie Clayton, PIC Rep. W.J. Holsgrove PS.

6. Business Arising from Previous Meeting

- The next meeting date for the 2SLGBTQIA+ Focus Group was set for November 18 at 7pm, with promotion conducted via Facebook and council networks. The group is working to increase awareness and participation and is considering feedback on messaging and outreach strategies.

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.

Clarification was provided that the group is primarily intended for parents, caregivers, and families of 2SLGBTQIA+ students, but is also open to allies and community members who share the goal of making schools welcoming and safe. The group aims to balance inclusivity with ensuring that impacted families have a central voice. The group maintains a process for RSVPs to help protect the space and ensure participants' safety and comfort.

- Bylaws are officially signed and available on the Board's website.
- A member noted heavy reliance on Facebook for updates and shared that they don't check Facebook frequently. The existence of two Facebook groups is causing confusion, and they asked why more communication is not sent by email. Co-Chair Venditti clarified that there are two Facebook presences:
 - Closed group: Intended for collaboration among PIC representatives and School Council Chairs—to enable easier access to one another and build connection across the board.
 - Public Facebook page: Being used increasingly to share informational and transparent updates about PIC and ongoing work, reflecting feedback received last year.

Email remains part of the mix, but it can be challenging to balance while also accommodating people who do not use social media. Question was asked which Facebook group contains 2SLGBTQ+ information; the response indicated that the advertisement for this meeting was posted on the public Facebook page.

- At the last meeting, the review of PIC Rep. Rules was deferred. After further consideration and awareness of upcoming priorities, the decision was made not to include this as a presentation in today's agenda. Instead, the plan is to redevelop the content into a resource that will be distributed to all members. Resource is currently being developed; details on format and presentation method are still being finalized. Members are advised to stay tuned for updates.
- Parent representation on committees – Co-Chair Venditti reiterated they intended to follow up with the Director but, due to the short turnaround between meetings, this has not occurred yet. An email to Director Burra will be sent the next week.
- Correspondence on future state of Trustee roles - The correspondence letter is in draft; it has been shared with PIC Rep. Bradley and Bevens-Leblanc for editing. Template letter for School Councils is also being finalized and will be shared after the weekend.
- Third Community seat for PIC (bylaws allow up to three) - Options discussed included One Roof and the Kingston Native Centre Language Nest; no additional suggestions were received by email. It was proposed, if attendees agree, to conduct an electronic poll by email to confirm whether to send invitations to these organizations. There were no objections. Co-Chair Venditti will send an email to this effect.
- Co-Chair Venditti acknowledged that the opportunity to vote on guest speakers, which was mentioned in the previous meeting, was not included in the recap email as intended. Apology offered for the oversight; the item will be included this time.
- Co-Chair Venditti completed the PRO initiative library, which was shared via public Facebook page, but it will be included in the meeting recap email as well.

7. Chair's Report

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.

- Co-Chair Venditti confirmed PRO funding of \$31,000 and an additional \$8,492 for PIC engagement. Discussion focused on how these funds can be used for guest speakers, events, and community engagement, with flexibility to support various initiatives. Participants discussed ways to improve the impact of PRO grants by encouraging collaboration between schools, sharing resources, and opening events to the broader community. Examples of successful partnerships and strategies for connecting councils were shared.
- Email was received from Maltby Centre Kingston regarding video vault; it appears to be a lot of developmental resources and neurodiversity resources. Co-Chair Venditti will share the information with the meeting recap.
- Student Census report was provided at the last meeting by Assoc. Superintendent Gollogly.
- Chair Workshop took place. Internet connectivity prevented sharing of the recording. It will be updated/redone and shared with all Chairs and Representatives once compiled. Slides will be sent if a new recording cannot be completed soon. Aim is to capture key engagement and insights from the session, as there are not reflected in the slides alone.
- PIC Representative identification – out of 58 schools, 33 schools Principals responded and identified designated Representatives; 12 schools identified a School Council Chair but no Representative (Chairs acting as proxy); 13 school provided no response yet. Some participants may be active without formal identification: follow with schools is planned. Specific school details will be shared in the next recap.
- Co-Chair Venditti provided clarification on quorum: current bylaws set quorum at 15% of formal reps or a minimum of 8 members, whichever is achievable. Previous quorum was 8; kept low intentionally to ensure business can be conducted given participation challenges. Discussion acknowledged difficulty in meeting higher ratios and the need for flexibility.
- Decision-making opportunities will continue to be shared via email to all Representatives, allowing those unable to attend meetings to participate.

8. Board and Trustee Updates

8.1 Superintendent/Director Update

Assoc. Superintendent Gollogly welcomed everyone. The Board had the first complete and then partial inclement weather days this week. Tri-Board Student Transportation Services (Tri-Board) works closely with their school bus companies to determine if it is safe to offer school transportation on inclement weather days.

All schools as well as the Education Centers' flags were lowered to half-mast in honour of Remembrance Day. Ceremonies took place at our schools throughout the board on November 11, 2025.

An update on [Limestone's Student Achievement Plan is included in the most recent Board Meeting package \(pages 37 through 39\)](#) – as Director Burra indicated in his family communication, we are looking for opportunities for feedback from families and looking at feedback in regards to the goals and high impact strategies and focus on improvement, student learning and well-being. The plan outlines how the Board is working to support student success in three key areas:

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.

- Achievement in Core Academic Skills (literacy and numeracy)
- Preparation for Future Success (graduation rates, career pathways)
- Student Engagement and Well-Being

There is a link in family update where you can leave your feedback [Share your feedback with Limestone online here.](#)

PIC Director's Night is planned for Thursday, December 4, 2025, at 6pm. Information will be sent to everyone one and advertised.

A reminder has been issued regarding the upcoming PA Day, scheduled for Friday, November 14, 2025.

Tri Board Student Transportation's procedures for inclement weather were reviewed, with suggestions to improve notification methods, such as adding text alerts. The use of the Tri Board app and School Messenger was discussed as current options.

8.2 Trustee update(s)

Trustee Godkin informed that the Board approved \$500,000 in surplus funding, with \$400,000 allocated to special education staffing and \$100,000 to mathematics and IT equipment, supplementing ongoing investments in these areas. Trustee Godkin clarified that this is over and above the fact that the Board has been contributing over \$10 million into Spec. Ed, which is where their priorities have been.

Next meeting of the Board is on November 19, 2025 – Annual General Meeting. Chair and Vice-Chair will be elected for 2025/26. Trustees elect those roles annually; Trustee terms are four years.

Special Meeting is on November 24, 2025, - Trustees will confirm committee assignments. If multiple Trustees seek the same committee, a committee election will be held.

Trustee Godkin discussed briefly government intention to remove Trustee positions. Updated proposed legislation would give the Minister freehand to replace Trustees for any reason whatsoever with a public supervisor, whereas current legislation limits this power to cases of financial mismanagement.

Trustee Godkin also informed that Federal flag protocol changed this year. Schools cannot fly any other flag on the same pole as the Canadian flag. Previously, a second flag could be flown if the Canadian flag was primary. Second flagpole option: if a school wishes to add a second flagpole, the Board is willing to collaborate on location and compliance (on school property). No Board funding is currently available for second flagpoles. School Councils interested in pursuing this may initiate the conversation—please contact Patty Gollogly, Associate Superintendent, to coordinate next steps. Estimated cost for a flagpole is \$4,000 to \$5,000. The Board Facilities Department would ensure proper installation and adherence to requirements.

Co-Chair Venditti said that schools may expedite certain projects by raising funds locally rather than waiting for the Board's facilities schedule, which often operates on a queue system because of their own

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.

responsibilities. It was also note that, while fundraising offers flexibility, it is not equitable across all schools. Some schools can easily raise \$4,000–\$5,000 for projects (e.g., flagpoles), while others might require years of fundraising to reach the same amount.

9. Community Update

9.1 Southeast Health Unit – P. Bearse sent regrets. Couple of notes were provided:

- Reminder that Grade 5 and 9 students get a free Access Pass to a variety of recreational facilities at designated times.
- Immunization of School Pupils Act – there was a media release recently from Southeast Public Health Unit, remind parents and guardians to make sure that they are uploading their children’s immunization records. It is parents/guardians responsibility to upload those in the system. The Health Unit will begin their official review in the New Year.

9.2 KEYS – No update was provided.

10. PIC Subcommittee Updates

- PRO Funding Subcommittee – no applications were received during the initial review window (November 4 to 7). One application has now been received. Subcommittee members have been connected to begin the process. Communication to families will follow once plans are finalized to encourage participation.
- There were no additional suggestions that came forward about other subcommittees that people had interest in. PIC Reps. Bradley and Rickey have interest and will continue to talk about developing a subcommittee for neurodiverse families.

11. Next Meeting Date

Thursday, February 5, 2026 at 6 PM.

12. Adjournment

The meeting adjourned at 8:20 PM.

Limestone District School Board

The Limestone District School Board is situated on the traditional territories of the Anishinaabek and Haudenosaunee.