
Agenda – Education, Policy and Operations Committee Meeting

Wednesday, September 3, 2025

Limestone Education Centre

220 Portsmouth Avenue, Kingston, Ontario

Public Viewing: [Join the Live Event](#)

Public Meeting – 5:30 p.m.

Land Acknowledgement: “The Limestone District School Board is situated on the traditional territories of the Anishinaabe and Haudenosaunee. We acknowledge their enduring presence on this land, as well as the presence of Métis, Inuit, and other First Nations from across Turtle Island. We honour their cultures and celebrate their commitment to this land.”

1. CALL TO ORDER

2. ADOPTION OF THE AGENDA

3. DECLARATION OF CONFLICT OF INTEREST

4. PRESENTATION

5. REPORTS FOR ACTION

6. REPORTS FOR INFORMATION

6.1 “See Yourself in Limestone” Communications Strategy 2025-2026 – Communications Consultants Maddie Crothers and Allison Grange (Pages 3-6)

6.2 Food Sharing Project Update – Associate Superintendent Gollogly (Pages 7-8)

6.3 Extreme Weather – Associate Superintendent Gollogly (Pages 9-11)

7. UNFINISHED BUSINESS

8. NEW BUSINESS

8.1 **Potential Notice of Motion** – Trustee Lloyd: “With the support of Trustees, the Chair of the Board write a letter indicating that the Board of Limestone DSB Trustees affirm the critical role of Trustees as democratically elected and accountable public officials, and calls on the Minister of Education and the provincial government to abandon any potential proposal to systematically remove Trustees or abolish elected district School Boards. Additionally, that this letter be communicated to the Minister of

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Education, Ministry of Education, all Ontario School Boards, Trustee associations, Student Trustee associations and local MPPs.”

9. CORRESPONDENCE

10. NEXT MEETING – October 1, 2025

11. ADJOURNMENT

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Administrative Report: "See Yourself in Limestone" Communications Strategy 2025-2026

Education, Policy & Operations Committee Meeting

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Purpose and Link to the Strategic Plan/Goal: Student Learning, Achievement and Well-Being

This update is intended to provide Trustees with an overview of current Communications initiatives and projects. The Communications team supports all academic and operational priorities across Limestone, including direct contributions to Goal 5 of the LDSB Strategic Plan: "Improve responsiveness and service to families, staff, and community partners." Our work ensures consistent, timely, and effective communication that aligns with the Board's strategic direction.

Current Status

The Communications team continues to focus on strengthening communication and engagement with families, educational and community partners, and the public, while supporting transparency and accountability across the system.

Updated District and School Websites

In August 2024, all district websites were redesigned to reflect our commitment to providing high-quality resources and communication tools for our communities. The new websites enhance our ability to connect with students, families, and the broader community through:

- A unified, accessible design
- Improved user experience
- Mobile optimization
- Updated and relevant content

These updates support more effective communication and ensure our digital platforms meet the evolving needs of our audiences.

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See Yourself in Limestone

Updated E-Newsletter Tool

For the 2025–2026 school year, school newsletters are transitioning from third-party platforms to being hosted directly on school websites. This shift offers several benefits:

- **Familiar platform:** Teams and administrators are already comfortable using Content Manager, reducing the learning curve and support needs.
- **Accessibility:** Our websites meet accessibility standards, ensuring content is inclusive and easy to navigate.
- **Translatable content:** Website content can be translated, supporting our diverse school communities.
- **Easy sharing:** Newsletters can be shared via direct links, social media, and e-mail.
- **Centralized and archivable:** Hosting newsletters on school websites keeps everything in one place, making it easier to archive and transfer content in the future.

This change enhances our communication efforts and increases consistency while also being more cost-effective and sustainable over the long term.

See Yourself in Limestone – Multi-Year Strategic Plan Communications Strategy

Following the launch of the Multi-Year Strategic Plan in the 2024–2025 school year, the Communications team developed a suite of branded materials to support the Intention, Mission, Vision, and Values. These materials were distributed and displayed in schools and LDSB buildings across the district.

Updated branded assets included:

- Posters
- Banners
- Interior signage
- Website design
- Corporate communication templates (for both schools and district-level use)
- Presentation decks
- Social media templates
- Video campaigns
- And more

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Implementing consistent branding and messaging across the district has helped reinforce our shared commitment to the Intention: *making a positive difference in the lives of every student, in every school, in every classroom.*

Focus for 2025-2026

Building on last year's launch, this year's communications strategy will focus on promoting the "See Yourself in Limestone" theme, with targeted efforts in three key areas:

- Student recruitment and retention
- Staff recruitment
- Expanded Opportunities programming

The Communications team will work closely with each area team to develop tailored campaigns aligned with key milestones and timelines—for example, Kindergarten registration in January and staff recruitment in the spring.

Campaign Highlight: French Teacher Recruitment Campaign

Last spring, Limestone launched a comprehensive French teacher recruitment campaign focused on attracting elementary French occasional and contract teachers. The campaign aimed to highlight the meaningful impact French educators have on students, while promoting Limestone as a supportive and rewarding place to teach.

One of the campaign's most engaging elements was a video featuring students writing heartfelt thank-you notes to their French teachers. The teachers then read the notes aloud on camera, creating an authentic and emotional moment that showcased the deep connections between students and educators. The video was shared widely on social media, promoted on the LDSB website, and will continue to be featured and expanded upon this year as part of ongoing recruitment efforts.

Communication Strategies

The campaign used a mix of communication channels to reach prospective candidates, including:

- *Indeed* job postings to target active job seekers
- Social media promotion to reach broader audiences and drive engagement
- Website updates to provide clear, accessible information about opportunities and application processes
- Video storytelling to highlight the human impact of teaching French in Limestone schools

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Ongoing Strategy

This year, the strategy will continue with consistent public communications throughout the school year, aligned with key recruitment periods. The campaign will use a combination of tools:

- *Paid media:* including video ads, social media promotion, billboard/display advertising, print materials, and radio spots
- *Unpaid media:* including organic social media posts, earned media coverage, and updates on district and school websites

By continuing to build on the success of last year's campaign, Limestone aims to strengthen its recruitment efforts and celebrate the vital role French teachers play in student success.

Next Steps and Communication Plan

Communications will collaborate with the Senior Team to develop a comprehensive communications plan and supporting materials for the Multi-Year Strategic Plan campaign. We will also provide strategic communications support for additional initiatives and campaigns throughout the year. This coordinated approach will help ensure consistent messaging, alignment with organizational priorities, and effective engagement across all communication channels.

Compared to previous years, this year's approach will place a stronger emphasis on monitoring campaign initiatives and gathering comprehensive data and feedback. With the Multi-Year Strategic Plan and several concurrent campaigns underway, we aim to collect as much actionable information as possible—such as clicks, likes, shares, views, form submissions, and open rates—to evaluate the effectiveness of our efforts. This will help ensure we are optimizing the resources available to Limestone and making informed decisions to enhance impact.

Recommendations

That this report be received for information purposes.

Prepared by: Allison Grange, Communications Consultant, and Maddie Crothers,
Communications Consultant

Reviewed by: Krishna Burra, Director of Education

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Administrative Report: Food Sharing Project Update

Education, Policy & Operations Committee Meeting

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Purpose and Link to the Strategic Plan/Goal: Student Learning, Achievement and Well-Being

To provide an update on The Food Sharing Project (FSP), our local partner in the Ontario Student Nutrition Program, and its role in improving student well-being, belonging, and readiness to learn by ensuring access to healthy meals and snacks in schools. This work directly supports our Strategic Plan goal to “Improve student well-being/sense of belonging, participation/engagement in class time, and time focused on learning.” Providing students with direct access to healthy meals and snacks is a critical, foundational component of this goal.

Background

The FSP has delivered nutritious food to schools in KFL&A area for 40 years and has been a part of part of the Ontario Student Nutrition Program for 35 years. The FSP ensures that every student has access to healthy food during the school day, reducing barriers to learning created by food insecurity.

Current Status

The FSP launched the school year with a “Kick Start” delivery of non-perishable food items in late August to ensure that schools were equipped to provide food on the very first day of classes. Regular weekly deliveries begin the week of September 8, based on orders placed by each school’s Student Nutrition Program Coordinator. From March to June 2025, the “Lunch Is Ready!” prepared meal program was piloted in seven schools, providing nutritious, fully prepared meals at no cost to participating students, and expansion of this initiative will begin in September 2025. Some examples of food the schools receive are, apples, cheese, bread, granola bars, cereal and more. In addition, the FSP continues to offer field trips to its warehouse, providing Grades 5–7 students with opportunities to learn about nutrition, budgeting, and service learning. Volunteer recruitment and placement has also been expanded to better support schools with food preparation and distribution, and to support the core staff team to enhance program support.

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The Ontario Ministry of Children, Community and Social Services provides core annual funding of about \$320,000 annually. The FSP receives additional funding from foundations, the United Way, and generous donors. LDSB provided approximately \$69,000 during the 2024- 2025 school year plus contributions that families are able to make directly to the FSP through SchoolDay or through the website.

Next Steps and Communication Plan

The FSP will continue to collaborate closely with Student Nutrition Program Coordinators in each school to ensure smooth ordering and delivery of food supplies. The FSP will also maintain efforts to promote funding opportunities, including SchoolDay online contributions and the President's Choice Children's Charity grants, while continuing to encourage participation in field trips to enhance student learning about nutrition and community service.

Recommendations

That this report be received for information purposes.

Prepared by: Patty Gollogly, Associate Superintendent of Curriculum and Program Services:
School Climate and Community Engagement

Reviewed by: Krishna Burra, Director of Education

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Administrative Report: Extreme Weather

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Purpose and Link to the Strategic Plan/Goal: Student Learning, Achievement and Well-Being

Given the increasing prevalence of temperature extremes and air quality concerns, to provide Trustees with an overview of the guidance we receive from public health authorities and requirements under the Occupational Health and Safety Act. This report directly relates to the Strategic Plan goals focused on student well-being and system responsiveness.

Background

South East Health Unit (SEHU - formerly Kingston, Frontenac, Lennox & Addington Public Health) provides schools and the public with guidance when area communities face extreme weather temperatures, hot or cold, or poor air quality conditions. Historically, KFL&A Public Health would advise schools and caregivers to keep students/children indoors when temperatures dropped to -25 degrees or lower, or if wind chill was going to be -28 degrees or lower. No temperature threshold is provided for temperatures when it is very hot and/or humid. When forecasts indicate extreme temperatures, SEHU continues to provide guidance in the form of recommended actions to lower risk.

While all Limestone schools are equipped with heating systems, only some schools have air conditioning. With changes in weather and temperature patterns in recent years, an increased focus has been placed on air conditioning in schools to help mitigate extreme heat typically in June or September.

Due to increasing temperatures, and increasing prevalence of forest fires, air quality concerns also must be considered. SEHU does not set or enforce air-quality thresholds for outdoor activity. Similar to temperature extremes, the duration of time people should be outdoors and activities they are involved in may need to be adjusted due to air quality. Health Canada does provide

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recommendations based on the Air Quality Health Index. In some circumstances, it may be necessary to have indoor recess or reduce activities due to poor air quality.

As part of the Facility Services update at the Board Meeting on Wednesday, September 17, Manager Dave Fowler will provide a more detailed update related to our capital plan and the expansion of air conditioning to a larger number of Limestone sites.

It should be noted that all schools do have contingencies for Sheltering in Place if environmental factors, including weather events or gas leaks, occur in close proximity to a school and students and staff need to remain indoors.

Current Status

The SEHU no longer provides a low temperature threshold for keeping students/children indoors during extreme cold weather. They are no longer providing a threshold temperature because this is no longer part of Environment Canada's guidance. The Canadian Pediatric Society (CPS) continues to recommend students/children remain indoors when outside temperatures and/or windchill will be -27 degrees or colder. Moving forward, Limestone schools and staff will be guided by the CPS recommendation.

Under the Occupational Health and Safety Act (OHSA), section 129 indicates that workplaces must be suitable for the work being performed, and not less than 18 degrees Celsius. There are exceptions in the Act for areas of work performed where heating is not possible and for the first hour of work if a building is heating up. The OHSA does not provide a threshold for warmer temperatures, but we are expected to take reasonable precautions to protect all employees.

Next Steps and Communication Plan

As noted, Facility Services will provide an update related to the status of air conditioning at Limestone sites at the September Board Meeting. Information related to the 10-year Capital Plan will continue to be brought forward each January. While increasing the number of Limestone sites with air conditioning is a priority, with finite resources allocated annually for capital projects, this process will take time.

Associate Superintendent Patty Gollogly, as the LDSB liaison with the SEHU, will continue to share extreme temperature updates and guidance with Limestone schools and staff as needed.

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Recommendations

That this report be received for information purposes.

Prepared by: Patty Gollogly, Associate Superintendent of Curriculum and Program Services:
School Climate and Community Engagement, Sue McWilliams, Superintendent of People,
Strategy, and Engagement; and Krishna Burra, Director of Education

Reviewed by: Krishna Burra, Director of Education

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