



The Board will maintain a list of community partners who will be notified when key information regarding community planning or facility partnerships is changed or updated. The list will include as a minimum the entities listed in Ontario Regulation 374/23 – Disposition of Surplus Real Property and specifically include:

- All applicable levels of municipal government (single, upper, lower tiers)
- Applicable District Social Services Administration Board(s) or Consolidated Municipal Service Manager(s)
- Applicable Public Health Boards, Local Health Integration Networks and Children’s Mental Health Centres.

Childcare operators or government-funded organizations will be added to the notification list upon request, in writing, to the Director of Education. Other appropriate entities to the notification list may be added at the discretion of the Director of Education in accordance with the Ministry Guideline and Board criteria in this Policy and its accompanying Administrative Procedure 551.

As per the Community Planning and Partnerships Guideline entities that provide competing education services such as tutoring services, JK-12 private schools or private colleges, and credit offering entities that are not government-funded, are not eligible partners.

Municipal Government Organization

The contact for each of the following government organizations will be the Clerk’s Office.

Kingston, City of
Lennox and Addington, County of
Addington Highlands, Township of
Loyalist, Township of
Central Frontenac, Township of
North Frontenac, Township of

Limestone District School Board

Limestone District School Board is situated on traditional territories of the Anishinaabe & Haudenosaunee.



Frontenac, County of
South Frontenac, Township of
Frontenac Islands, Township of
Stone Mills, Township of
Greater Napanee, Town of

Coterminous School Boards and Post-Secondary Institutions

Algonquin & Lakeshore Catholic District School Board
Conseil des écoles publiques de l'Est de l'Ontario
Conseil scolaire de district catholique de l'Est Ontarien
Queens University
Royal Military College
St. Lawrence College

Applicable District Social Services Administration Boards or Consolidated Municipal Service Managers

Childcare Programs, Community and Family Services Department
for Frontenac County, Kingston and the Frontenac Townships
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Children Services, Prince Edward Lennox and Addington Social Services, for Lennox &
Addington County, Greater Napanee, and Lennox and Addington Townships
Family and Children's Services of Frontenac and Lennox and Addington
North Frontenac Community Services
Ontario Ministry of Community & Social Services and Ontario Ministry of Children and
Youth Services
South Frontenac Community Services

Public Health Boards, Local Health Integration Networks and Children's Mental Health Centres

KFL&A Public Health
Canadian Mental Health Association
South East LHIN
Child Development Centre
Addiction & Mental Health Services, KFL&A
Pathways For Children and Youth



Child Care Agencies

Kingston Day Care

Identification of Underutilized Space

Planning and Facility Services Staff, under the direction of the Superintendent of Business Services, will annually review the Board's facility space and identify underutilized space that meets the criteria outlined in Policy 24: Community Planning and Partnerships. As well, the Staff will identify for recommendation to the Director, any other criteria that should be considered for one or more of the identified underutilized space.

The identified underutilized space as well as the identified surplus space will be noted in the annual update of the Long-Range Accommodation Plan.

Annual CPP Meeting

Staff, on behalf of the Board, will hold at least one public information sharing meeting per year, usually in April/May. The Annual CPP Meeting is intended as an opportunity for two-way communication of information. The Board of Trustees will be represented at each meeting by one or more Trustees. The meeting is open to the public as observers.

Given the geography of the Board more than one public meeting may be held and/or groups may be invited to join the meeting via electronic communication connections.

Groups listed on the Notification List will receive a written invitation to the Annual CPP Meeting. The invitation will clearly request that organizations prepare to bring relevant planning information, including but not limited to, population projections, growth plans, community needs, land-use and green space/park requirements.

During the annual CPP meeting, Staff will present:

- the Board's Long Term Accommodation Plan (as described in Section 1 of the Community Planning and Partnership Guideline.);

Administrative Procedure 551

Community Planning and Partnerships/Notification List



- details of any available space deemed eligible for partnerships and
- any supplementary CPP information.

The information shared during the public meeting will be posted on the Board's website.

The invitation list, the entities in attendance at the annual CPP meeting and any information exchanged will be formally documented by the school board.