



AGENDA - REGULAR BOARD MEETING

Wednesday, August 23, 2023 – 6:00 PM

Limestone Education Centre

220 Portsmouth Avenue, Kingston, ON

Link: <https://bit.ly/LDSBBoardMTGAug23>

PRIVATE SESSION – 5:30 PM

*In accordance with the Education Act, Section 207(2) a meeting of a committee of a board including a committee of the whole board, may be closed to the public when the subject under consideration involves,

- a) The security of the property of the board;
- b) The disclosure of intimate, personal, or financial information in respect of a meeting of the board or committee, an employee or prospective employee of the board or a pupil or their parent or guardian;
- c) The acquisition or disposal of a school site;
- d) Decisions in respect of negotiations with employee of the board; or
- e) Litigation affecting the board.

1. CALL TO ORDER

2. RESOLVE INTO COMMITTEE OF THE WHOLE AND PRIVATE SESSION

3. DECLARATION OF CONFLICT OF INTEREST

4. ACTION ITEMS

4.1 Regular Board Meeting Minutes (private) – June 21, 2023

5. FOR INFORMATION

5.1 SAFE SCHOOLS UPDATE

5.2 PROPERTY UPDATE

- 5.3 LABOUR UPDATE
- 5.4 LEGAL MATTER
- 5.5 PERSONNEL UPDATE
- 5.6 OPSBA UPDATE

6. REPORT TO PUBLIC SESSION

PUBLIC MEETING - 6 PM

Acknowledgement of Territory: “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.”

- 7. **ADOPTION OF AGENDA**
- 8. **DECLARATION OF CONFLICT OF INTEREST**
- 9. **DELEGATION/PRESENTATION**
 - 9.1 Youth Imagine the Future – Jerri Jerreat
- 10. **PRIVATE SESSION REPORT**
- 11. **APPROVAL OF MINUTES**
 - 11.1 Regular Board Meeting – June 21, 2023 (Pages 4-17)
- 12. **REPORTS FROM OFFICERS**
 - 12.1 Chair’s Report
 - 12.2 Director’s Report
- 13. **REPORTS**
 - 13.1 OPSBA Report – Trustee McGregor
 - 13.2 Student Trustees’ Report – None at this time.
 - 13.3 Reports For Action
 - 13.3.1 Short-Term Borrowing Resolution – Superintendent Young (Pages 18-19)
 - 13.3.2 Edits to Policy 13: Delegations and Submissions– Director Burra (Pages 20-24)
 - 13.4 Reports for Information
 - 13.4.1 Interim Reporting – QTR 3 2022-2023 – Superintendent Young & Manager of Financial Services, Paula Carson (Pages 25-26)
 - 13.4.2 See Yourself in Limestone: The Road Ahead – 2023-2028 Strategic Planning Process – Director Burra (Pages 27-31)

14. UNFINISHED BUSINESS – None at this time.

15. NEW BUSINESS

Notice of Motion from the Regular Board Meeting on June 21, 2023, brought forward by Trustee Neill: “Given the critical partnership between KFL&A Public Health and local school boards before the most recent pandemic and throughout the pandemic, a letter should be written to the MoH, MoE, the Premier, local MPPs, and the Education and Health critics for the official opposition; advocating for a school board seat on the local public health board. This letter should also be shared with the other coterminous school boards.”

16. CORRESPONDENCE – None at this time.

17. NOTICES OF MOTION

18. ANNOUNCEMENTS

19. COMMITTEE MINUTES FOR INFORMATION – None at this time.

20. FUTURE BOARD MEETING SCHEDULE

September 6, 2023 (EPOC)

September 20, 2023

October 4, 2023 (EPOC)

October 18, 2023

November 15, 2023 (Annual Meeting)

November 20, 2023 (Nominations/Special Meeting)

December 6, 2023 (EPOC)

January 17, 2024

February 7, 2024 (EPOC)

February 28, 2024

March 6, 2024 (EPOC)

March 27, 2024

April 24, 2024

May 1, 2024 (EPOC)

May 15, 2024

June 5, 2024 (EPOC)

June 19, 2024

21. ADJOURNMENT



REGULAR BOARD MEETING MINUTES – JUNE 21, 2023

PUBLIC MEETING

Roll call:

Trustees:	Staff:
J. Brown G. Elliott B. Godkin (Vice-Chair) R. Hutcheon (Chair) T. Lloyd K. Maracle (regrets) K. McGregor J. Morning J. Neill S. Ruttan E. Jackson (Student Trustee) J. Kolosov (Student Trustee) A. Wang (Student Trustee) (regrets)	K. Burra, Director of Education M. Christopher, IT Programmer A. Grange, Communications Consultant J. Douglas, Communications Consultant S. Gillam, Superintendent of Education P. Gollogly, Associate Superintendent A. McDonnell, Superintendent of Education S. McWilliams, Superintendent of Human Resources J. Silver, Superintendent of Education C. Young, Superintendent of Business Services P. Carson, Manager of Finance
Guests:	Recorder:
	S. Mitton, Executive Assistant to the Director and Trustee Liaison

1. CALL TO ORDER

Chair Hutcheon called the meeting to order.

Chair Hutcheon welcomed everyone to the Regular Board Meeting. She called the roll.

She began by calling upon Trustee Ruttan to give the Acknowledgement of Territory. “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 Metis, Inuit, and other First Nations from across Turtle Island. We honour their cultures and celebrate their commitment to this land. Today is National Indigenous People’s Day and I want to

recognize the work of our Indigenous Trustees, Maracle and Kolosov. Thank you for the support and encouragement that you provide to Indigenous students in all our Limestone schools. We are very grateful for your commitment.”

2. ADOPTION OF AGENDA

Chair Hutcheon noted that the timing of private session will take place following the public meeting.

MOVED BY: Trustee McGregor and seconded by Trustee Godkin that the agenda, as presented, be approved. Carried.

3. DECLARATION OF CONFLICT OF INTEREST

Chair Hutcheon asked that if Trustees have a conflict of interest, could they please identify the agenda item number. There were no conflicts declared.

4. DELEGATION/PRESENTATION

4.1 Limestone District School Board Staff Awards: Barry C. O’Connor Excellence in Education Awards, J.C. McLeod Excellence in Teaching Awards & the Wess Garrod HEAL Award.

Chair Hutcheon invited Awards Committee members Trustee McGregor and Trustee Elliott to introduce the Barry C. O’Connor Excellence in Support Staff Awards, the J.C. McLeod Excellence in Teaching Awards, the OPSBA Fred Bartlett Award, and the Wess Garrod HEAL Award awards.

Trustee McGregor acknowledged that it is an honour to present staff awards recognizing exemplary service by staff to students across the Limestone District School Board. She introduced the award.

The Barry C. O’Connor Award recognizes excellence in education as provided by support staff throughout the district. This award was established to recognize support staff in the following categories: Clerical and Secretarial, Custodial and Maintenance, Educational Services Staff, Educational Assistants, Early Childhood Educators, Central Office Staff and Administrators, and Other Support Staff and Volunteers.

Trustee McGregor invited the following staff to read the citations for the Barry C. O’Connor Award winners:

Clerical and Secretarial

Superintendent Jessica Silver on behalf of Principal Shauna Peart – Diane Clarke, J.R. Henderson Public School

Custodial and Maintenance

Principal Peter Mouncey – Gordon Cota, Centreville Public School

Educational Service Staff

Principal Michael Blackburn – Jessi Lalonde, Educational Services

Educational Assistants

Principal Michael Blackburn– Kristine Miller, Winston Churchill Public School

Early Childhood Educators

Principal Martha Duncan – Stephanie McKinnon, Fairfield Elementary School

Central Office Staff

Facility Services Manager Dave Fowler – Karen Davey, Education Centre

Other Support Staff – Indigenous Education

Superintendent Scot Gillam on behalf of Vice-Principal Liv Rondeau – Jill Senior

Trustee McGregor extended congratulations to the 2022-2023 recipients of the Barry C. O'Connor Excellence in Education Awards on behalf of the Trustees and invited Trustee Elliott to introduce the next awards.

J.C. McLeod was the Director of Education for the former Lennox and Addington County Board of Education from 1969 to 1983. He recognized and rewarded excellence in teaching throughout his time as director and on his retirement, he established a fund to continue this focus.

This award recognizes the outstanding contributions of individual teachers to classroom instruction or the improvement of classroom instruction, over a number of years. This distinguished award is presented annually to one teacher in the elementary panel and one teacher in the secondary.

Trustee Elliott invited the following Administrators to read the citations for the J.C. McLeod Award Winners:

Principal Molly Slate – Shelly Desarmia, R.G. Sinclair Public School

Principal Anne Marie McDonald – Jon Swaine, Bayridge Secondary School

Trustee Elliott congratulated the 2022-2023 J.C. McLeod Award winners and thanked them for their exemplary service to students and staff across the Limestone District School Board.

Limestone District School Board

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

SEE YOURSELF IN LIMESTONE

Trustee Elliott proceeded to present the recipient of the Ontario Public School Boards' Association, Fred L. Bartlett Memorial Award for outstanding contribution to education in Ontario to Jon Swaine. This award is presented annually since 1970, this award is given in memory of the late Fred L. Bartlett, an outstanding teacher and trustee in Ontario. In addition to his many academic accomplishments, Mr. Bartlett served for many years as a trustee on the former Kingston Board of Education. Trustee Elliott read the citation and presented this year's Fred L. Bartlett award to Jon Swaine and congratulated him on this achievement.

Chair Hutcheon introduced the Wess Garrod HEAL award which recognizes employees of the Limestone District School Board who have contributed in a variety of ways to the promotion and improvement of Healthy Living for All. When Supervising Principal Wess Garrod retired in 2006, a HEAL plaque was presented to him as a reminder of his personal and professional dedication in the area of student and staff wellness. The Healthy Living for All Award recognizes his commitment during his career with the Board and still today, active pursuing these goals in the greater community, and as a Trustee of the Limestone District School Board. Chair Hutcheon called upon Vice-Principal Sara O'Hearn and Wess Garrod to read the citation and present the 2022-2023 Wess Garrod HEAL award to Erik Vreeken from Lancaster Drive Public School.

Chair Hutcheon called for a short recess.

4.2 Recognition of Outgoing Student Trustees.

Chair Hutcheon stated "It is my privilege, on behalf of all trustees and senior staff of the Limestone District School Board to acknowledge the service of this year's Student Trustees Elayna Jackson and Julia Kolosov.

Student Trustees Jackson and Kolosov are exceptional student leaders, as evidenced by their continued efforts to further develop student voice across this school district, as well as at the provincial level, bringing Limestone student voices to the Ontario Student Trustee Association.

You have both made a positive difference around this horseshoe and represented the students at the Limestone District School Board with integrity and passion. Thank you both for your work over the past year.

Next year, Student Trustee Kolosov will be going to Queen's University to study in the health sciences program. The program encourages student participation in different community-based initiatives and projects, so her plan is to continue being involved within the local Indigenous

community and Queen's through the Four Directions Center. Student Trustee Kolosov, you are also welcome to stay in touch with Limestone to support any initiatives that would be part of your community involvement. Your leadership and strong advocacy for Indigenous students have made a significant difference. We thank you.

Student Trustee Jackson will also be attending Queen's University this fall, enrolled in the concurrent education program, with an undergraduate in Chemistry. It would be an honour, and full circle, to have you back here at Limestone as a high school teacher! Your diligence, perseverance and strong voice for rural students have given you invaluable experiences that will support your endeavors in the future. You have represented your community with integrity and dedication. We thank you.

On behalf of your fellow trustees and the senior staff of the Limestone District School Board, it is my honor to present honorariums in the amount of \$2,500 to each of you, recognizing your term of office, and to help further your studies.

Congratulations."

5. APPROVAL OF MINUTES

5.1 Regular Board Meeting – April 26, 2023

5.2 Audit Committee Meeting – May 1, 2023

5.3 Education, Policy, and Operations Committee Meeting – May 3, 2023

MOVED BY Trustee Neill and seconded by Trustee Lloyd that the minutes, as presented, be approved. Carried.

6. REPORTS FROM OFFICERS

6.1 Chair's Update

Chair Hutcheon shared her report: 'Good evening everyone, I would first like to formally acknowledge that today is Indigenous Peoples Day. We are very close to the end of the school year, my children are counting the days, and it is a busy time in education as report cards go out and graduation ceremonies are planned. It is a time to honour all students as they put the finishing touches on their year and move forward in their academic careers. At our last two meetings we honoured our Student Achievers and tonight we honour our staff. It is truly gratifying to see the number of exceptional students and staff in Limestone and get that glimpse of the great work going on at our schools everyday. As I'm sure most know, Kingston's Pride parade was held this past Saturday. I was fortunate to attend what was Kingston's largest

parade ever, I'm told, and proud to be part of Limestone's contingent, riding the decorated school bus with my children. I think it is one of the best events I've attended in recent years. It was, quite simply, a day of love. And I don't know if anything beats that. Thank you to everyone for a great year.'

6.2 Director's Update

Director Burra stated "Good evening Trustees and the viewing public joining us online or in-person. I am pleased to provide you with my update tonight as we enter the last ten days of the 2022-2023 school year. June is always a time of reflection as we complete one school year and continue preparations for the next school year. It is also a time of change as we see students graduate from secondary school, staff retire, and many staff and students prepare for transitions. It is also a time of celebration across the system as students graduate, and enjoy end-of-year activities and celebrations. We were able to enjoy some celebrations this evening with the return of staff awards to the June Board meeting. This evening we heard, and saw, some great examples of people focused on doing the very best they can to support students and learning in LDSB. I would also like to mention one other award winner who received recognition recently, and that is long time KCVI and KSS mathematics teacher Bev Farahani who was recently awarded with a University of Waterloo Descartes Medal for her many years of work in raising the level of mathematics learning in the province of Ontario.

Obviously these celebratory types of activities started to return last spring, but I think we can all agree that these rites of passage and celebrations are very important for the children and youth we serve, and they were greatly missed in the springs of 2020 and 2021.

In reflecting on the 2022-2023 school year, or any other school year, I think it is important to remember Kathy Freston's wise words: "The goal is progress, not perfection." In education the stakes are always high for each learner, and there is always more we can do to serve each student. During this school year, two good examples that indicate progress is being made but that more work remains, are the current special education review and the feedback we collected during that process, and the Student Census Sense of Belonging Report we released in April. Both of these engagements provide us with voice and direction for moving forward. As trustees are aware, further engagement is occurring right now as we collect feedback and input from students, families, staff, and members of the community focused on the next iteration of the Limestone District School Board strategic plan.

Given June is National Indigenous History Month, and today is National Indigenous Peoples Day,

there have been a range of activities supported by the Limestone Indigenous team, as well as knowledge keepers in schools providing a range of learning for students. As just one example, the Indigenous Education team engaged in a wide-range of activities that occurred today at City Park as part of the local Indigenous community's celebration of this important date. This includes the Digging Roots performance at Market square this evening. The Indigenous team supported and facilitated many elementary LDSB classes visiting the park today.

June is also Pride month, and like last year, Limestone formally participated in the second annual Napanee Pride parade earlier this month – which was a great success, and we also had a very strong presence this past weekend for the Kingston Pride parade. We must continue to take a strong stance in support of human rights, and against hate in the communities we serve. I should also note that the wonderful Pride Quilt that was a joint project between Limestone schools and the Kingston School of Art is now fully booked for display in a range of venues in our area right through September.

While on the theme of inclusion and belonging, I would also like to highlight the recent elementary track and field events that included the usual track events for students but this year also included students with significant special education needs. All of this occurred in the lead up to the Special Olympics events that were hosted in Kingston a couple of weeks ago.

In closing, I want to offer my congratulations to all students graduating from Limestone and to staff entering their last 10 days of work with Limestone. There is much to be proud of in Limestone and I have a great deal of gratitude and humility in serving as its Director. Thank you also to the Board of Trustees for your continued collaboration, strong support of public education, and advocacy. While all of us around this table may not always agree on everything, I think we can all be proud of the way we conduct ourselves and work together for the betterment of Limestone. Thank you Chair Hutcheon, that concludes my report for this evening.”

7. REPORTS

7.1 OPSBA Report – Trustee McGregor

Trustee McGregor provided her update:

- AGM held on June 8-10 at Blue Mountain Collingwood.
 - Attended by Trustees: McGregor, Hutcheon, Lloyd, Neill, Godkin and Director Burra.

Limestone District School Board

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

SEE YOURSELF IN LIMESTONE

- Key note speaker Karl Subban, father of three NHL players
- Release of new French as a Second Language Resources
- Eastern Region Meeting
 - Trustee Hutcheon – Policy work group
 - Trustee McGregor – Education work group alternate
 - Trustee McGregor – Eastern Region Vice Chair

7.2 Student Trustees' Report

Student Trustee Jackson read her report: "Good evening everyone, This is the last student trustee report you will hear on behalf of Julia and I, and on the same note we held our last interschool at the beginning of June. Overall, our schools are wrapping up the end of the year on a good note. We spent our last interschool council meeting reflecting on our year together as well as getting a head start on next years plans. Some highlights that were expressed at our last meeting were the successful student wellness rooms, black history month initiatives and all the connections gained across the board and the province. Although Julia and I won't be student trustees next year, we wanted to make sure we set our incoming trustees up for success. Together the interschool council compiled a cheat sheet of best practices for next year, this included timelines for stating outreach on elections, and ideas like more school to school activities to encourage engagement. We wish next years student trustees the best of luck."

Chair Hutcheon thanked Student Trustee Jackson for her report.

7.3 Reports for Action

7.3.1 Appointment of Special Education Advisory Committee (SEAC) Members-at-Large – Superintendent Gillam advised Trustees that should a seat or position on a Special Education Advisory Committee becomes vacant, the Board shall appoint a qualified person to fill the vacancy for the remainder of the term of the person whose seat or position has become vacant. Superintendent Gillam advised that there are two immediate vacancies on SEAC for members-at-large.

Expressions of interest were received, and Superintendent Gillam put forward the following motion.

*MOTION MOVED BY: Trustee Ruttan and seconded by Trustee McGregor that the Board appoint a member-at-large; and further,
That the Board ensure an overall balanced membership by including community*

partners, educators with expertise, and parent/caregiver voice within a wide community network, by appointing the following nominee as a member-at-large to SEAC: Erin Clow (Queen's University and Parent) - New Nomination; and Katrina Hill (FACSFLA and Parent) – New Nomination; further, That a motion naming the new SEAC member be made public. Carried.

7.4 Reports for Information

7.4.1 School Pedestrian Safety Working Group Play Book for Operating School Streets – Associate Superintendent Gollogly introduced her report. She advised Trustees that after consultation with the stakeholders including the schools that have piloted this program, representatives from the city of Kingston, Queens University and KCAT, that the two pilot programs will be on pause. Because this program relies solely on volunteers for operation, revisiting the logistical and operational challenges is required. She reiterated that although the program is on pause, the play book is still available to those considering a School Streets project at their site. The play book offers guidance on the various criteria required and will help identify what site would be an appropriate candidate for this program. Associate Superintendent Gollogly expressed her thanks to the partnerships that contributed to this program and looks forward to continued discussion.

Chair Hutcheon thanked Associate Superintendent Gollogly for her report.

8. UNFINISHED BUSINESS

8.1 Potential motion to extend the term of the first Trustee Representative for the Indigenous Education Committee.

Chair Hutcheon read the motion consideration and called upon Trustees for discussion.

MOVED by Trustee Neill and seconded by Trustee Lloyd that “In selecting the first trustee representative and alternate for the Indigenous Education Committee, it is understood that the representative and alternate will serve until November 2024. Henceforth, the IEC committee representative and alternate will be chosen each November at the same time as annual committee selections and representatives.” Carried.

8.2 Nomination and Appointment of the IEC Committee member.

Chair Hutcheon called for expressions of interest from those who would like to serve for the position of Trustee Representative on the Indigenous Education Committee for the session

ending November 14, 2024.

Chair Hutcheon called for nominations two additional times. Hearing none, she stated that nominations would be closed.

MOVED by Trustee McGregor and seconded by Trustee Lloyd that the nominations be closed. Carried.

Trustee Godkin was acclaimed for the position of Indigenous Education Committee Trustee Representative.

Chair Hutcheon congratulated Trustee Godkin and called for nominations for the position of IEC alternate Trustee Representative.

Trustee Godkin nominated Trustee McGregor. Trustee McGregor accepted the nomination. Trustee Lloyd nominated Trustee Neill. Trustee Neill accepted the nomination. Chair Hutcheon called for nominations two additional times. Hearing none, she stated that nominations be closed.

Chair Hutcheon stated that we have two nominations for the position of alternate and invited both candidates to address the Board. Trustees voted on the IEC alternate representative. Superintendent McWilliams and Superintendent Young tabulated the results. Chair Hutcheon congratulated Trustee McGregor on being selected for the IEC alternate ending November 14, 2024.

MOVED by Trustee Neill and seconded by Trustee Elliott that the ballots be destroyed. Carried.

9. NEW BUSINESS

None at this time.

10. CORRESPONDENCE

None at this time.

11. NOTICE OF MOTION

Limestone District School Board

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SEE YOURSELF IN LIMESTONE

Chair Hutcheon called upon Trustee Neill to read the motion he has brought forward for consideration which will be discussed at the August 23, 2023, Agenda. “Given the critical partnership between KFL&A Public Health and local school boards before the most recent pandemic and throughout the pandemic, a letter should be written to the MoH, MoE, the Premier, local MPPs, and the Education and Health critics for the official opposition; advocating for a school board seat on the local public health board. This letter should also be shared with the other coterminous school boards.”

12. ANNOUNCEMENTS

None at this time.

13. COMMITTEE MINUTES FOR INFORMATION

13.1 Special Education Advisory Committee Minutes – May 24, 2023, were included for information.

14. FUTURE BOARD MEETING SCHEDULE

August 23, 2023

15. RESOLVE INTO COMMITTEE OF THE WHOLE AND PRIVATE SESSION

Chair Hutcheon Called for a motion for the Board to move into private session:

MOTION: To move into Private Session.

MOVED BY: Trustee McGregor and seconded by Trustee Godkin. Carried.

PRIVATE SESSION

Roll Call:

Trustees:	Staff:
J. Brown (regrets) G. Elliott B. Godkin (Vice-Chair) R. Hutcheon (Chair) T. Lloyd K. Maracle (regrets) K. McGregor J. Morning J. Neill S. Ruttan E. Jackson (Student Trustee) (regrets) J. Kolosov (Student Trustee) (regrets) A. Wang (Student Trustee) (regrets)	K. Burra, Director of Education P. Gollogly, Associate Superintendent C. Young, Superintendent of Business Services
Guests:	Recorder:
None at this time.	S. Mitton, Executive Assistant to the Director and Trustee Liaison

15. RESOLVE INTO COMMITTEE OF THE WHOLE

MOTION: To move into Private Session.

MOVED BY: Trustee Lloyd and seconded by Trustee Morning. Carried.

16. DECLARATION OF CONFLICT OF INTEREST

Vice-Chair Godkin asked that if Trustees have a conflict of interest, could they please identify the agenda item number. There were no conflicts declared.

17. ACTION ITEMS

17.1 Regular Board Meeting Minutes (private) – May 17, 2023

17.2 Education, Policy & Operations Meeting Minutes (private) – June 7, 2023

MOTION MOVED BY: Trustee McGregor and seconded by Trustee Neill that the minutes listed in Action Items, Private Session, as distributed, be approved. Carried.

18. FOR INFORMATION

Limestone District School Board

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SEE YOURSELF IN LIMESTONE

- 18.1 Safe Schools Update** – Associate Superintendent Gollogly provided a safe schools update.
- 18.2 Property Update** – Superintendent Young provided a property update.
- 18.3 Labour Update** – None at this time.
- 18.4 Legal Update** – None at this time.
- 18.5 Personnel Update** – Director Burra provided a personnel update.
- 18.6 OPSBA Labour Update** – None at this time.

19. REPORT TO PUBLIC SESSION

Vice-Chair Godkin called for a motion for the Board to rise and report.

*MOTION: That the Board rise and report, and that any resolutions, be made public.
MOVED BY: Trustee Godkin and seconded by Trustee McGregor. Carried.*

20. PRIVATE SESSION REPORT

Trustee Godkin stated that earlier this evening during Private Session:

- The Private Session Minutes were approved from the Regular Board Meeting of May 17, 2023
- Associate Superintendent Gollogly gave a safe schools update.
- Superintendent Young gave a property update.
- Director Burra gave two personnel update, one resulting in a motion.

There was no other business conducted, or motions passed in Private Session.

Trustee Godkin also read the Private Session Report from the June 7, 2023 Education, Policy and Operations Committee Meeting:

- Director Burra gave some personnel updates.
- Superintendent Young gave an update that resulted in a motion relating to a personnel update.

There was no other business conducted, or motions passed in Private Session.

MOTION MOVED By Trustee Godkin and seconded by Trustee McGregor that the Private Session Report be received. Carried.

21. ADJOURNMENT

MOTION MOVED BY: Trustee McGregor and seconded by Trustee Lloyd that the meeting adjourn. Carried.

The meeting adjourned at 9:03 p.m.



ADMINISTRATIVE REPORT: SHORT-TERM BORROWING RESOLUTION

REGULAR BOARD MEETING

August 23, 2023

Purpose

To recommend a short-term borrowing resolution for the 2023-24 school year to meet potential cash flow requirements.

Background

The *Education Act* requires the Treasurer of the Board to furnish to the bank a copy of the resolution(s) authorizing the borrowing of funds.

Current

Operating

Periodically the Board is required to borrow funds for current operating purposes to provide interim financing until revenues are received from Municipalities and the Province. The Board did not have any operating borrowing requirements during 2022-2023, however the Board is subject to cash flow decisions from the Province and should have a borrowing resolution in place to provide interim financing if our cash flow situation should change.

The operating resolution authorizes the signing officers of the Board to borrow operating funds when required to meet short-term cash flow needs. The dollar amount of the operating borrowing requirement has been set to a maximum of \$20.0 Million and is the same amount as in 2022-2023.

Capital

The Board is also required to arrange short-term bridge financing during the construction of major capital projects, capital additions/retrofits and for School Condition Improvement projects.

The Board currently has credit facilities to cover all the required borrowing for the School Condition Improvement projects.

The Royal Bank of Canada (RBC) is the Board's primary banker, a relationship that dates back to 1966. The banking services agreement with RBC extends to the end of 2023.

Recommendation(s)

That the Board authorize the signing officers of the Board to enter into agreements with the Royal Bank of Canada for the following:

1. The borrowing of funds to meet operating requirements to a maximum of \$20 million for the 2023-2024 fiscal year.

Prepared by: Craig Young, Superintendent of Business

Reviewed by: Krishna Burra, Director of Education



ADMINISTRATIVE REPORT: EDITS TO POLICY 13: DELEGATIONS AND SUBMISSIONS

REGULAR BOARD MEETING

August 23, 2023

Purpose

To make changes to Policy 13: Delegations and Submissions on an interim basis, pending an opportunity for consultation and feedback. The edits to the policy provide greater clarity regarding process and timing and provides parameters for what information publicly comes forward as Delegations and Submissions.

Background

Delegations and Submissions are important tools for members of the public to come forward to share information with the Board of Trustees. Changes and edits were made to Policy 13 in the fall of 2021 as part of the review of several Board policies and the adoption of Procedural Bylaws.

Next Step(s)

If the edits are adopted, the revised Policy 13 would be interim pending an opportunity for public input and feedback. This opportunity would be provided in September with the goal of bringing the input and feedback to the October 4, 2023, Education, Policy, and Operations Committee

Recommendation(s)

That Trustees approve the edits outlined in the appendix for Policy 13, with the understanding that the changes would be interim pending an opportunity for public input and feedback.

Prepared and Reviewed by: Krishna Burra, Director of Education

Attachments: Appendix 1: Policy 13 Delegations and Submissions with Proposed Edits

DELEGATIONS AND SUBMISSIONS

1.0.0 Delegations & Submissions

The Limestone District School Board welcomes input and feedback from the public. Delegations and Submissions are two forums for engagement with the Board of Trustees. While Delegations and Submissions are an important format for public input and feedback, they are not intended to resolve individual situations or time-sensitive matters.

Delegations:

- 1.1.0 ~~1.1.0~~—Persons wishing to make delegations on educational issues that fall within the Board's governance responsibilities to the Board, or its committees, will apply in person or by submitting the online request for delegation form to the Secretary of the Board.
- 1.2.0 The Secretary of the Board, in consultation with the Chair and the Agenda Setting Committee, will ascertain whether a Board committee or the whole Board should hear the delegation and arrange to have the Board or committee advised, through the agenda process, of the substance of the presentation; or if the matter should be referred to staff. For approved delegations, ~~the~~ the Secretary will ensure that all Trustees are aware of the delegation, the substance of the presentation and the names of presenters. Presenters will be heard as soon as practicable after they have applied to be heard. ~~In most cases, this will~~ may be the next Board Meeting, a future Board Meeting, or a specific Board Committee.
- 1.32.0 A delegation shall designate not more than two people as spokespersons and no other member of the delegation shall address the Board or committee, except at the request of a Trustee, and the permission of the Chair.
- 1.43.0 In consultation with the Chair, the Secretary shall inform the delegation as to the approximate time during an upcoming~~the~~ meeting when its spokesperson(s) shall be heard, and refer them to the details outlined in Policy 13.
- 1.54.0 The Secretary shall inform the delegation that beyond questions for clarification, there will be no discussion or decision until a later date.
- 1.65.0 For consideration at the next board meeting, ~~Any~~ request for a delegation and the complete and detailed presentation must be sent electronically using the online request for delegation form, or delivered, to the Office of the Secretary to the Board by 4:00 p.m. at least four (4) business days prior to Limestone District School Board meeting. As an example, for a

Wednesday meeting, delegation requests and presentations would be due by 4:00 p.m. on the preceding Thursday. Delegates will be advised if the delegation has been approved and when it will be scheduled. ~~At the meeting~~ For approved delegations, the presenter(s) will highlight the pertinent points in their presentation. Delegations that do not reflect the presentation or talking points shared in advance will be not be permitted to continue their delegation at the meeting.

- 1.76.0 The complete presentation by any delegation shall not exceed five (5) minutes, exclusive of Trustee questions. At the conclusion of the five minutes, the delegate may request up to an additional five minute extension, subject to the approval of the Chair. Following the presentation, the Chair will ask the Trustees if there are any questions of clarification.
- 1.87.0 Delegation requests and presentations received after 4:00 p.m., four business days prior to the next Board Meeting and by 12:00 noon two business days prior to the Board Meeting, shall be considered. Approved delegations placed on the agenda will be allotted a maximum of two minutes with the possibility of a ~~two minute~~ two-minute extension if they directly relate to an item on the upcoming agenda. Presentations must accompany the request for delegation. Delegation requests and presentations received after 12:00 noon two business days prior to the Board Meeting shall be considered for ~~heard at a future~~ the next scheduled Board Meeting or Committee Meeting.

1.9.0 Delegation presentations will not be received if the delegation....:

- (a) is slanderous toward any individuals or groups of people;
- (b) promotes hate or will cause harm because it is discriminatory based on the protected grounds in the Ontario Human Rights Code;
- (c) promotes products or services to the Board for personal financial gain;
- (d) relates to personal issues related to the delegate, a staff member, or a student;
- (e) relates to employment issues that are covered under LDSB collective agreements or other employment contracts;
- (f) focuses on matters which are the subject of litigation with the Board, or where all rights to a hearing, appeal or review under the Education Act or its regulations have not been commenced or concluded;
- (g) focuses on matters that are currently the subject of a complaint to the Ontario Ombudsman or are under investigation or review by that Office, the LDSB pursuant to a LDSB policy or procedure or legislation, or the Code of Conduct;
- (h) focuses on matters that are not within the jurisdiction of the LDSB;
- (i) has already delegated within a 12-month period, unless the subject matter is completely different; or
- (j) focuses on subjects for which there are other opportunities for delegates to provide input to the Board, such as Program/School Accommodation Review Meetings, the Budget Development Process, the Board's Multi-Year Strategic Planning Process, etc...

1.10.8.0 The maximum amount of time allocated at any one Board Meeting to delegations, under 1.5.0 and 1.7.0, will be 20 minutes, not including trustee questions of clarification.

1.11.9.0 ——— The Board and its committees shall take action on an issue addressed through delegations and submissions only when those issues appear as a result of the regular agenda process. Typically, this will be the next Board Meeting. At that time, the Board may choose to receive the delegation for information, refer the matter to staff for follow up, refer the matter to a committee, refer the matter to a future Board meeting, or if appropriate refer the matter to private session (in-camera). The Secretary of the Board shall advise delegates of the action taken.

1.12.0 Any one delegation shall be permitted to make only one (1) presentation to the Trustees on an issue. When there are multiple delegations on the same topic, presentations may be combined or reduced. Normally, a delegation cannot make a presentation on a topic on which a decision has been made.

1.13.0 If, in the opinion of the Agenda Setting Committee, a delegation or person should not be heard by the Board or its committees, the Secretary shall advise the persons who are being refused, giving reasons in writing, and copy all Board members on the response. This communication shall appear as an item of information in the first agenda of the Board following the refusal. Any delegation deemed slanderous or contrary to the limitations outlined in 1.9.0 will not be considered. Refused delegations may also have their presentations or talking points shared with Board members.

1.14.0 At the discretion of the Chair, any parts of this regulation may be waived and, at the discretion of the Board, the decision of the Agenda Setting Committee may be overturned.

2.0.0 Submissions

2.1.0 An individual may provide a written submission to the board by mailing a letter to the Chair of the Board, or using the online submission form. —

2.2.0 The Agenda Setting Committee shall determine when, and if, the submission will be included as internal/external correspondence as part of an upcoming Board agenda. Normally this would be the next scheduled meeting. Submissions must be received by 12:00 noon four business days prior to the next scheduled Board Meeting. As an example, for a Wednesday meeting, a submission must be received by 12:00 noon on the preceding Thursday. Any submissions received after that time will be included in the next subsequent Board meeting.

2.3.0 If, in the opinion of the Agenda Setting Committee, a submission should not be considered by the Board or its committees, the Secretary shall advise the persons who are being refused, giving reasons in writing, and copy all Board members on the response. This communication shall appear as an item of information in the next agenda of the Board following the refusal.

Any submission deemed libelous or contrary to the limitations outlined in 1.9.0 will not be considered. Refused submissions may also have their correspondence shared with all Board members, but this correspondence would not be included as part of a Board agenda.

- 2.4.0 At the discretion of the Chair, any parts of this regulation may be waived, and at the discretion of the Board, the decision of the Agenda Setting Committee may be overturned.

Revised: ~~February 2022~~August 2023



ADMINISTRATIVE REPORT: INTERIM REPORTING QTR 3 2022-2023

REGULAR BOARD MEETING

August 23, 2023

Purpose

To report on the Interim Financial Operating expenditures for the period September 1, 2022, to May 31, 2023 (Quarter 3).

Background

The 2022-2023 Interim Financial Report was presented to the Board on April 26, 2023, and provided operating expenditures for the period September 1, 2022 to February 28, 2023 (Quarter 2).

Attached is the 2022-2023 Interim Financial Report for the period ending May 31, 2023 (Quarter 3), which is being presented in a similar format as the 2022-2023 operating budget, indicating the amount spent by expenditure category and the associated percentage.

As at Quarter 3, \$213,772,575 of the \$277,826,881 operating budget or 77% has been spent. It is important to note, that expenditures are based upon items paid within the stated period. Certain expenditures may be non-cyclical in nature, which may lead to higher or lower expenditures within a given period. An example would be Continuing Education of which 45% of the operating budget was spent at Quarter 3. *(See Appendix 1 for more information.)*

The 2022-2023 interim financial report for Quarter 3 indicates a spending level of 77%. This is comparable to the 76% spending level reported for the same period last year.

The Board is on target to end the 2022-2023 fiscal year within the budgeted deficit of (\$2,530,208).

Recommendations

That this report be received for information.

Prepared by: Paula Carson, Manager of Financial Services

Reviewed by: Craig Young, Superintendent of Business
Krishna Burra, Director of Education

Attachments: Appendix 1: Interim Financial Report – Operating Expenditures (Quarter 3)

Limestone District School Board
Interim Financial Report - Operating Expenditures
For the Period Ending May 31, 2023 (Quarter 3)
Appendix 1

Expenditure Categories	2022-2023 Revised Estimates	2022-2023 Expenditures at (Q3)	2022-2023 % Spent at (Q3)	2021-2022 % Spent at (Q3)
Instruction				
Classroom Teachers	\$ 138,249,349	\$ 104,475,413	76%	76%
Supply Staff	7,851,254	6,500,149	83%	81%
Educational Assistants	17,441,208	15,837,417	91%	88%
Early Childhood Educators	4,763,118	4,021,705	84%	88%
Textbooks and Supplies	6,321,962	4,936,501	78%	68%
Computers	5,867,528	2,991,116	51%	43%
Professionals/Paraprofessionals	9,768,210	7,176,455	73%	72%
Library and Guidance	3,053,936	2,380,970	78%	78%
Staff Development	1,296,659	929,104	72%	36%
Department Heads	310,024	248,008	80%	79%
Principals and VPs	11,769,119	9,286,135	79%	73%
School Office	6,853,960	5,726,738	84%	83%
Coordinators and Consultants	4,041,248	2,901,807	72%	68%
Continuing Education	2,033,442	911,023	45%	52%
Instruction Total	219,621,017	168,322,541	77%	76%
Administration and Governance				
Trustees	172,743	129,805	75%	61%
Directors and Supervisory Officers	842,216	651,636	77%	76%
Board Administration	6,882,542	5,211,428	76%	73%
Administration and Governance Total	7,897,501	5,992,869	76%	73%
Transportation				
Transportation	19,532,518	17,557,574	90%	89%
Transportation Total	19,532,518	17,557,574	90%	89%
Pupil Accommodation				
School Operations and Maintenance	28,554,234	20,150,767	71%	72%
Pupil Accommodation Total	28,554,234	20,150,767	71%	72%
Other				
Other Non-Operating Expenses	2,221,611	1,748,824	79%	77%
Pupil Accommodation Total	2,221,611	1,748,824	79%	77%
Operating Expenditures Total	\$ 277,826,881	\$ 213,772,575	77%	76%



ADMINISTRATIVE REPORT: SEE YOURSELF IN LIMESTONE: THE ROAD AHEAD – 2023-2028 STRATEGIC PLANNING PROCESS PHASE 1 CONSULTATION RESULTS OVERVIEW

REGULAR BOARD MEETING

August 23, 2023

Purpose

To provide Trustees with an overview of the results of the Phase 1 public consultation for the 2023-2028 Limestone District School Board (LDSB) strategic planning process.

Background

On May 8, 2023, at the LDSB Education, Policy and Operations Committee meeting, it was shared that the LDSB had begun development of a new strategic plan to help guide the district forward over the next five years. Strategic plans are a tool to identify key areas and priorities where the Board should focus its work. The rollout of the new strategic plan is critically important for the future of Limestone. The plan should help shape the future directions and culture of the district.

The Board's previous strategic plan for 2017-2022 identified three primary strategic priorities—Wellness, Innovation and Collaboration—and nine objectives for each. In some areas, we have made progress; in other cases, circumstances have changed (and not just due to COVID-19). Some may be continuing top priorities, and some may no longer need special attention, resources or effort. In addition, a strategic plan should focus on the most important priorities and not try to encompass all work that may need to be completed. In addition, an effective plan needs to reflect local circumstances and allow for multiple voices to provide input.

This is why in the strategic planning process it is critical to consult with all members of the system—students, families, staff, community partners and the general public—to provide feedback on areas of strength and improvement throughout the system. In addition to feedback from members of the Limestone community, it is important to include research and a review of effective practices in education, Board and ministry data, and expectations of the Ministry of Education.

At the LDSB, students are at the centre of the strategic planning focus with attention on the following components:

- The need to continue K-12 High Yield Research-Based Practices: focus for instruction and assessment, clarity around learning goals and assessment, descriptive feedback, creating conditions

for learning, focusing on effective instructional practices, and providing formative assessment opportunities.

- Early success in literacy and numeracy.
- Greater engagement and utilization of student voice and choice to maximize the opportunities for students to find success in K-12, and for their future.
- Looking for innovation at the classroom and school levels.
- Achieving a minimum of a 90% five-year graduation rate in the next few years.

It should also be noted that with the passage of Bill 98: *The Better Schools and Student Outcomes Act*, the province has indicated three core priorities for all school boards to incorporate into their multi-year strategic plans and to focus efforts on improving student learning. These three core priorities are (a) Achievement of Learning Outcomes in Core Academic Skills; (b) Preparation of Students for Future Success; and (c) Student Engagement & Well-Being. These provincial priorities will have to be reflected in the Limestone DSB Strategic Plan.

The timeline for the strategic planning process has been scheduled as follows:

Dates	Actions	Complete
March and April 2023	Preparation and Context-Setting	✓
May to June 2023	Phase 1 Consultation (In-Person and Online) • Parents & Guardians • Individual Students (Gr. 4-12) • Individual Staff • Staff Meetings • School Councils & Parent Involvement Committee • Board Committees • Community Partners/Public	✓
August 2023	Draft Mission, Vision & Values with Board of Trustees & Senior Team	
Sept. to Nov. 2023	Phase 2 Consultation: Feedback on Drafts (In-Person and Online)	
Dec. 2023 to Mar. 2024	Report & Implementation	
Fall 2024	Year One Report	
Semi-Annually Starting in 2024-2025 School Year	Monitoring and Reporting	

In May and June 2023, the LDSB hosted Phase 1 of the consultation both in-person (using Qualtrics software to collect data) and online (using ThoughtExchange software to collect data and offer participants to rate others' comments). We asked each member group one unique question specific to their experience:

Parents & Caregivers: If there was one key thing you wanted to share with school staff to let them know what helps your student(s) learn, what would it be?

Individual Students: If there was one key thing you wanted to share with your school or school staff to let them know what helps you learn, what would it be?

Individual Staff: Based on your role in the LDSB, what one key thing could Limestone do over the next few years that would help you to better support our schools or the students we serve?

Staff Meetings: As a Limestone staff member, what key strengths or key challenges/opportunities do you see for Limestone District School Board in the next few years?

School Councils & Parent Involvement Committee: As a member of school council and/or PIC (Parent Involvement Committee), what key strengths or key challenges/opportunities do you see for your school and/or the Limestone District School Board in the next few years?

Board Committees: As a member of a board committee/group, what key strengths or key challenges/opportunities do you see for Limestone District School Board in the next few years?

Community Partners/Public: From your perspective as a community partner, what key strengths or key challenges/opportunities do you see for Limestone District School Board in the next few years?

We promoted this consultation through the LDSB website; social media messaging and images; introductory videos; a message from the Director with a direct invitation to all families, students (Grades 4-12), and staff; and in-person presentations and data collection. The in-person consultations were led by senior administration or school-based administration.

Current Status & Next Steps

The following table highlights the total number of participants, number of comments, and number of comment ratings (ThoughtExchange only) for each survey group. As part of the data collection, we also used information collected from other LDSB research sources from the 2021-2022 and 2022-2023 school years.

Please note: Some of these numbers are approximate based on small discrepancies in how feedback was entered into ThoughtExchange and Qualtrics.

Engagement	Survey Group	Number of Participants	Number of Comments	Approx. Number of Comment Ratings
Strategic Plan	Parents & Guardians	740	534	16,000
	Individual Students (Gr. 4-12)	381	251	5,000
	Individual Staff	412	429	9,000

	Staff Meetings	725	727	14,000
	School Councils/PIC	123	134	2,000
	Board Committees	26	19	100
	Community Partners	80	83	500
	Student Focus Group	5	6	N/A
Staff Voice for HR (a combination of several individual surveys/events)	Individual Staff	3,499	N/A	N/A
Employee Wellness	Individual Staff	203	201	5,000
Budget	LDSB Community	345	259	9,000
Special Education 1	LDSB Community	3,000	4,000	67,000
Special Education 2	LDSB Community	474	510	11,000
Graduating Students	Individual Students	746	359	N/A
Grade 9 Destreaming: This survey asked students and parents/ guardians to answer first in Qualtrics then TE. Educators answered in Qualtrics only. You'll notice a drop-off in participant numbers in the TE groups.	Individual Students	942/797	1,970	18,000
	Parents & Guardians	383/210	541	3,000
	Educators	120	185	N/A
Grade 8-9 Transition	Individual Students	787	1,090	N/A
Black & Racialized Student Affinity Group	Individual Students	40	25	550
GSA Day	Individual Students	82	43	750
Totals:		13,113	11,366	160,900

A presentation summarizing the feedback will be shared with Trustees at the meeting. In addition, staff will prepare for the next phase of consultation in the coming weeks.

Recommendations

That this report be received for information.

Prepared by: Allison Grange, Communications Officer and Krishna Burra, Director of Education

Reviewed by: Krishna Burra, Director of Education