REGULAR BOARD MEETING MINUTES – JANUARY 17, 2024

PRIVATE SESSION

Roll Call:

Trustees:	Staff:
J. Brown G. Elliott B. Godkin (Vice-Chair) R. Hutcheon (Chair) T. Lloyd K. Maracle (Regrets for PS) K. McGregor (regrets) J. Morning J. Neill S. Ruttan E. Eckloff (Student Trustee) A.J. O'Keefe (Student Trustee) A. Wang (Student Trustee)	K. Burra, Director of Education S. Gillam, Superintendent of Education P. Gollogly, Associate Superintendent S. Hedderson, Associate Superintendent A. McDonnell, Superintendent of Education S. McWilliams, Superintendent of Human Resources S. Sartor, Associate Superintendent J. Silver, Superintendent of Education C. Young, Superintendent of Business Services T. McKenna, Associate Superintendent
Guests:	**Recorder:**
None at this time.	S. Mitton, Executive Assistant to the Director and Trustee Liaison

1. CALL TO ORDER

Vice-Chair Godkin called the meeting to order.

2. RESOLVE INTO COMMITTEE OF THE WHOLE AND PRIVATE SESSION

MOTION: To move into Private Session.
MOVED BY: Trustee Lloyd and seconded by Trustee Neill. Carried.

3. DECLARATION OF CONFLICT OF INTEREST

Vice-Chair Godkin asked Trustees if they had a conflict of interest to declare with any of the agenda items. There were no conflicts declared.

4. ACTION ITEMS

4.1 Annual Board Meeting Minutes (private) – November 15, 2023
4.2 Special Meeting of the Board Minutes (private) – December 18, 2023

MOTION MOVED BY: Trustee Elliott that the minutes listed in Action Items, Private Session, as distributed, be approved. Carried.

5. FOR INFORMATION

5.1 Safe Schools Update – Associate Superintendent Gollogly provided a safe schools update.
5.2 Property Update – None at this time.
5.3 Personnel Update – None at this time.
5.4 Labour Update – Superintendent McWilliams gave a labour update.
5.5 Legal Update – None at this time.
5.6 OPSBA Update – None at this time.

6. 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.
MOVED BY: Trustee Neill. Carried.

Limestone DISTRICT SCHOOL BOARD

PUBLIC MEETING

Roll call:

Trustees:	Staff:
J. Brown G. Elliott B. Godkin (Vice-Chair) R. Hutcheon (Chair) T. Lloyd K. Maracle K. McGregor (regrets) J. Morning J. Neill S. Ruttan E. Eckloff (Student Trustee) A.J. O'Keefe (Student Trustee) A. Wang (Student Trustee)	K. Burra, Director of Education P. Carson, Manager of Finance M. Christopher, IT Programmer A. Grange, Communications Officer C. Downie, Assistant Manager, Facility Services J. Douglas, Communications Officer D. Fowler, Manager of Facility Services S. Gillam, Superintendent of Education P. Gollogly, Associate Superintendent S. Hedderson, Associate Superintendent A. McDonnell, Superintendent of Education S. McWilliams, Superintendent of Human Resources S. Sartor, Associate Superintendent J. Silver, Superintendent of Education C. Young, Superintendent of Business Services T. McKenna, Associate Superintendent
Guests:	**Recorder:**
Laura Conboy, Teacher, Special Education and Mental Health Lead	S. Mitton, Executive Assistant to the Director and Trustee Liaison

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

She invited Trustee Neill to provide 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 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

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

8. 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.

9. DELEGATION/PRESENTATION

None at this time.

10. PRIVATE SESSION REPORT

Vice-Chair Godkin stated that at the Special Meeting of the Board held on December 18, 2023:

- Trustee McGregor provided an OPSBA update.

Earlier this evening during Private Session:

- The minutes were approved from the Annual Board Meeting (Private) of November 15, 2023 and the Special Meeting of the Board on December 18, 2023.
- Associate Superintendent Gollogly gave a safe schools update.
- Superintendent McWilliams gave a labour update.

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

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

11. APPROVAL OF MINUTES

11.1 Annual Board Meeting – November 15, 2023
11.3 Nominations Committee Meeting – November 20, 2023
11.4 Special Board Meeting Minutes – November 20, 2023
11.5 Education Policy and Operations Committee – December 6, 2023

MOTION MOVED BY Trustee Neill and seconded by Trustee Godkin that the minutes, as amended, be approved. Carried.

12. REPORTS FROM OFFICERS

12.1 Chair's Update

Chair Hutcheon stated "Good evening, everyone and welcome to 2024. I hope your holidays were restful and enjoyable and may you have a year of joy and promise.

Well, it does seem that with the new year we are also finally welcoming winter. While I am not normally a winter person, as a farm worker I have come to appreciate the joys and advantages of frozen ground. As the temperature drops it can get harder to get outside for adults and kids alike and I remember as a young student looking for excuses to stay inside for recess on those very cold days. Clearly, I've changed as I was pleased to hear the Minister of Education, on yesterday's Minister's call, emphasizing that students should be going outside for recess, and recognizing that necessity for regular physical activity and its importance for mental health and learning. I echo the Minister's sentiment in this, and hope folks have lots of chances to get out and play in the snow and enjoy the winter.

As students and educators settle back into schools, we Trustees settle back into meetings and emails and school visits. Next week many of us will attend the Ontario Public School Board's Association Public Education Symposium where we will attend workshops, hear speakers, and have opportunities to network with other Trustees from around the province. It's one of our more exciting trustee events. I look forward to expanding my knowledge and sharing the learning. There's nothing better than learning on a long, cold winter night. And that concludes my report."

12.2 Director's Update

Director Burra stated: "Good evening Trustees and the viewing public. While it is already past the middle of January, and the holiday season seems like a distant memory, Happy New Year to everyone.

The New Year is always a time of reflection, both thinking about the year behind, and the year ahead. In education, there is always more work to do, and as a Board we continue to have significant work ahead. The Equity Achievement report we released in December is a good reminder of the critical undertakings ahead of us as a Board. As we continue to work on the next Strategic Plan, it will be important for us to remember for whom this work matters and emphasize the need for all staff to make a positive difference in the lives of the students we serve. This means continuing to strive for improvement in student learning, achievement, and well-being. It also means we must continue to do what we can in making sure there is a positive culture in Limestone for the benefit of all students, families, and staff.

While it is only January, preliminary preparations are already underway for preparing for the 2024-2025 school year. In the next few weeks, we anticipate the release of provincial funding to help support our planning for next year. Choices program information has been shared with the community and students will be engaging in those processes. Also, last week, this week, and in the next couple of weeks, secondary schools are engaging with Grade 8 students and families to provide information to further support the transition to secondary school in the fall. In addition, more senior secondary students will be considering expanded opportunities available for the fall, and the Kindergarten registration process for the youngest Limestone learners will also begin. This time of year also means secondary summative assessments and exams start in the next few days, and report cards for students K-12 are just around the corner in February.

While teaching and learning must continue to be a focus in schools to support student learning and well-being, it is important to remember the range of great activities occurring in schools. Here are just a few examples: the Robotics event and competition at Calvin Park/LCVI this past weekend; the upcoming Visual Paradise arts exhibition at the Tett Centre this upcoming weekend; and the Neuro-vibes event: A Night to Explore Neurodiversity at Queen's next Thursday evening.

This evening, Trustees, the agenda contains several updates: a revision to Policy 11, the Multi-Year Capital and School Renewal Project Plan, the revised estimates for Quarter 1 of the 2023-2024 school year, an update on year three of the Mental Health and Substance Use Strategy, and discussion of a Trustee motion.

That concludes my update for this evening. Thank you, Chair Hutcheon.."

13. REPORTS

13.1 OPSBA Report – Trustee McGregor

None at this time.

13.2 Student Trustees' Report

Student Trustee O'Keefe stated: "Our first Interschool Council (ISC) meeting of 2024 was held at the Limestone District School Board office on January 2, 2024. The meeting was virtual due to inclement weather conditions and chaired by Trustee Wang.

At the first ISC meeting of our term my fellow trustees and school representatives chose to work on increasing student engagement by holding spirit events through the school year. We felt that building school spirit would increase student satisfaction and the overall student experience in the Limestone District School Board. Trustee Wang began this meeting with discussion on the last board-wide spirit event of 2023 that took place December 18th to 22nd. All members reported the event was a success.

When it came to student spirit and engagement, our approach as a council was to spark competition between schools by holding board-wide spirit events and run them as competitions between schools. The competitions would be embedded within schools pre-existing spirit weeks, where each Secondary School in the Limestone District Secondary Schools would participate in the same themed spirit day and the school with the highest percentage of population participating would win. We saw a great turn out for the first competition which was Pajama day. This event occurred during the holiday spirit week before winter break. We spoke about our successes, learning and improvement ideas if we were to do this again. We then discussed doing an end of year event with a similar concept but with more engaging aspects. This thought will be solidified in future meetings.

As a council we also spoke about the next student trustee election and brainstormed questions for applicants. In past meetings we decided on adding more behavioral types of questions to get a sense of the applicant's character and how they would react in different situations. Committee members believe your behavior and your leadership qualities are a critical aspect to the student trustee leadership role. The questions will be shared with all applicants to ensure we run a fair process as some representatives within ISC may wish to apply."

13.3 Reports for Action

13.3.1 Revision to Board Policy 11: Committees of the Board

Superintendent Gillam introduced his report. He explained that the proposed revision to Policy 11 would ensure alignment with other Indigenous Education Committees (IEC) across Ontario. He reminded Trustees that changes to Policy 11 and Limestone District School Board Procedural Bylaws occurred at the Education, Policy, and Operations Committee meeting of May 3, 2023. The changes included incorporating a portion of the IEC's Terms of Reference into the policy.

Superintendent Gillam clarified that the entire IEC's Terms of Reference govern how the IEC operates and includes their mandate. The IEC's Terms of Reference is an organic document which is reviewed annually. Members of the IEC can bring forward changes with the changes made through consensus of the committee.

Superintendent Gillam emphasized that the IEC is an autonomous committee and is a community based committee with Trustee representation. He recommended the following motion for Trustees:

MOTION MOVED by Trustee Godkin and seconded by Trustee Lloyd that the Indigenous Education Committee works in partnership with the local school Board of Trustees and staff, and is autonomous in providing advice and making recommendations in support of the Indigenous students, families, and educators. Carried.

13.3.2 Multi-Year Capital and School Renewal Project Plan

Superintendent Young introduced the report. He noted that starting in 2011-2012 the Board prepared a 10-Year Capital - School Renewal Project Plan (the Plan) that is updated each year. The purpose of the plan is to highlight proposed school renewal project activities under the following project types: Heating/Ventilation/AC; Electrical; Structure Communications (ITS); Site Improvements; Conveyance; Lighting; Interior Renovations; Plumbing; and Building Envelope.

At the June 7, 2023, Regular Board Meeting, the 2023-2024 Budget was approved including a capital budget consisting of $21.3 million in School Renewal funded projects.

Facility Services Manager Dave Fowler and Assistant Manager Charlyn Downie reviewed details of the plan. The Capital and School Renewal Project Plan was developed based upon the VFA Building Condition reports for all schools; assessing local needs with school staff, analysis from maintenance work orders; knowledge from facilities trades and maintenance staff, and expertise from engineering and other consultants. Assistant Manager Downie clarified that this list is different from the summer construction list. She highlighted that project consideration also incorporates a connection to board priorities and goals which includes improving accessibility, green initiatives, security and improving student and staff experiences at our sites. Assistant Manager Downie noted that school input is a very critical component which is incorporated through the creation of a facility improvement plan in collaboration with principals who bring that school community voice.

The Multi-Year Capital plan includes an updated 2023-2024 listing of $21,302,404 projects by school or various schools, which is outlined in Appendix A. Project work estimates are based upon the best available project scope and costing information at the time of evaluation. It was noted that following Tamworth in the table, Truedell PS should not be included because the separator has been lost in the chart.

For the 2023-2024 to 2032-2033 school years, the 10-year plan includes an estimated $4,500,000 in proposed annual school renewal project activity per year based upon prior year Ministry funding levels.

Chair Hutcheon thanked Superintendent Young, Manager Fowler and Assistant Manager Downie and called upon Trustees for comments or questions.

MOTION MOVED by Trustee Godkin and seconded by Trustee Neill that the Board approve the Multi-Year Capital and School Renewal Project Plan; and that a revised copy of the 10-Year Capital and School Renewal Project Plan be posted on the Board's website. Carried.

13.4 Reports for Information

13.4.1 2023-2024 Revised Estimates and Interim Financial Report for Q1

Superintendent Young called upon Manager Paula Carson to share the report on the 2023-2024 revised estimates and interim financial operating expenditures for Quarter 1.

Manager Carson noted that the projected Average Daily Enrollment (ADE) for the 2023-2024 school year is expected to be higher than what was originally forecasted in the budget. An increase of 70 students at the elementary panel and 325 students at the secondary panel, for an increase of 395 ADE.

Manager Carson advised that for the Operating Budget Revenue, the Grant for Student Needs (GSN) - operating allocation increased overall by $4.1M. An increase of $2.3M in pupil foundation is the result of increased enrollment, a $665,000 in school operations related to increased enrolment and an increase in Indigenous Education related to use of prior years' deferred revenue. Other government grants increased by $1.1M due to additional PPF funding.

Manager Carson reviewed the Operating Budget Expenditures which reflect a total increase of $5.6M. The main changes are related to a $470,000 increase for classroom teachers, which is a result of the increase in enrollment. $1.2M for additional short-term educational assistant support, and a $840,000 increase in computers, which is a result of continued investment in technology. School operations reflect an increase of $0.5M which is a result of additional expenditures for utilities and school renewal.

Manager Carson advised that in Quarter 1 for the period ending November 30, 2023, the Board has spent $73.8M or 26% of our $286.4M operating budget. This is comparable to the 26% spent in Quarter 1 of the 2022-2023 fiscal year.

Chair Hutcheon thanked Superintendent Young and Manager Carson and asked Trustees for questions.

13.4.2 Year 2 Update on the 2021-2024 Mental Health and Substance Use Strategy

Superintendent Gillam indicated that this update for Trustees is to provide some of the key indicators from the previous year and to highlight key strategies and goals of the next year ahead of the Mental Health and Substance Use Strategy. He introduced Laura Conboy, Mental Health Lead, Special Education.

Laura Conboy explained that every school board is required to have a 3-year mental health and addictions strategy. The annual action plans are completed and submitted to SMHO prior to the beginning of each school year. All documents can be found on the LDSB website under "Mental Health and Wellness."

Laura Conboy reviewed from the 2022-2023 Progress Report some highlights including:

- Mental Health and Substance Use Support – Implementation of evidence-based brief interventions connected directly to learning and mental health needs, as identified by a comprehensive clinical consultation or psychoeducational assessment.
- Culturally-Responsive Mental Health Promotion, Prevention and Intervention – In partnership with Human Rights and Equity staff, establish mental health and substance use supports that prioritize the voices and experiences of students from racialized, marginalized and underserved groups.
- Equip and Support Staff – Provide evidence-based resources and/or professional learning opportunities to all staff to support in-class learning/teaching/discussion about student mental health and substance use, including harm reduction approaches.
- A Relationship-based Approach to Student Well-being & Academic Achievement – Introduce The Third Path to all schools.

Laura Conboy shared a preview of the 2023-2024 Key Activities including:

- Mental Health and Substance Use Knowledge – Support the implementation of new mandatory mental health learning materials for grade 7 and 8 students that are aligned with the Health and Physical Education curriculum.
- Mental Health and Substance Use Support – Participate in the PreVenture scale up project, in partnership with SMHO and Youth Wellness Hubs Ontario (YWHO).
- Culturally-Responsive Mental Health Promotion, Prevention and Intervention – Participate in the Healthy Relationships Program (HRP) for 2S/LGBTQIA+ Youth Pilot

- A Relationship-based Approach to Student Well-being & Academic Achievement – Expand staff's understanding of the origins of trauma and the impact of adversity on the developing brain.

Chair Hutcheon thanked Superintendent Gillam and Mental Health Lead Laura Conboy, and called upon Trustees for questions.

14. UNFINISHED BUSINESS

14.1 Trustee Neill Notice of Motion

Trustee Neill read his motion. The motion was put on the floor and seconded by Trustee Morning. After discussion, Trustee Neill determined he would like to withdraw his proposed motion and bring a revision at a later date.

15. NEW BUSINESS

None at this time.

16. CORRESPONDENCE

None at this time.

17. NOTICE OF MOTION

None at this time.

18. ANNOUNCEMENTS

None at this time.

19. COMMITTEE MINUTES FOR INFORMATION

19.1 PIC Meeting Minutes – October 5, 2023
19.2 SEAC Meeting Minutes – October 11, 2023
19.3 SEAC Meeting Minutes – October 5, 2023

20. FUTURE BOARD MEETING SCHEDULE

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

MOTION MOVED BY: Trustee Godkin and seconded by Trustee Brown that the meeting adjourn. Carried.

The meeting adjourned at 7:53 p.m.