



AGENDA - REGULAR BOARD MEETING

Wednesday, September 20, 2023 – 6:00 PM

Limestone Education Centre

220 Portsmouth Avenue, Kingston, ON

Link: <https://bit.ly/LDSBBoardMTGSept20>

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) – August 23, 2023
- 4.2 Education, Policy and Operations Committee Minutes (private) – September 6, 2023
- 4.2 Audit Committee Minutes (private) – September 11, 2023

5. FOR INFORMATION

- 5.1 SAFE SCHOOLS UPDATE
- 5.2 PROPERTY UPDATE

Limestone District School Board

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

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- 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 Facility Services Summer Update – Manager of Facilities, D. Fowler & Assistant Manager of Facilities, C. Downie

10. PRIVATE SESSION REPORT

11. APPROVAL OF MINUTES

- 11.1 Regular Board Meeting – August 23, 2023 (Pages 4-13)
- 11.2 EPOC Committee Meeting – September 6, 2023 (Pages 14-18)
- 11.3 Audit Committee Meeting – September 11, 2023 (Pages 19-24)

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
- 13.3 Reports For Action
- 13.4 Reports for Information
 - 13.4.1 Virtual School Update – Associate Superintendent Sartor (Pages 25-27)
 - 13.4.2 Curriculum Revisions –Superintendent Silver (Pages 28-30)
 - 13.4.3 School Climate Update –Associate Superintendent Gollogly (Pages 31-32)

14. **UNFINISHED BUSINESS** – None at this time.
15. **NEW BUSINESS** – None at this time.
16. **CORRESPONDENCE** – August 18, 2023, Letter from a concerned parent. (Pages 33-34)
17. **NOTICES OF MOTION**
18. **ANNOUNCEMENTS**
19. **COMMITTEE MINUTES FOR INFORMATION**
 - 19.1 Special Advisory Committee Minutes – June 14, 2023 (Pages 35-40)
20. **FUTURE BOARD MEETING SCHEDULE**
 - 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 – AUGUST 23, 2023

PRIVATE SESSION

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. Eckloff (Student Trustee) (regrets) A. O'Keefe (Student Trustee) (regrets) A. Wang (Student Trustee) (regrets)	K. Burra, Director of Education S. McWilliams, Superintendent of Human Resources
Guests:	Recorder:
Roger Richard, Consultant	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

MOTION: To move into Private Session.

MOVED BY: Trustee McGregor. 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 none.

4. ACTION ITEMS

4.1 Regular Board Meeting Minutes – June 21, 2023

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 – No update at this time.

5.2 Property Update – No update at this time.

5.3 Personnel Update – Director Burra provided a personnel update that resulted in a Motion.

5.4 Labour Update – Superintendent McWilliams provided a labour update.

5.5 Legal Update – No update at this time.

5.6 OPSBA Update – No update 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 Godkin. Carried.

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. Eckloff (Student Trustee) (regrets) A. O'Keefe (Student Trustee) (regrets) A. Wang (Student Trustee) (regrets)	K. Burra, Director of Education A. Grange, Communications Officer A.M. Andretta, Producer S. Gillam, Superintendent of Education P. Gollogly, Associate Superintendent S. Hedderson, Associate Superintendent A. McDonnell, Superintendent of Education T. McKenna, Associate Superintendent S. McWilliams, Superintendent of Human Resources S. Sartor, Associate Superintendent J. Silver, Superintendent of Education C. Young, Superintendent of Business Services
Guests:	Recorder:
P. Carson, Assistant Manager, Financial Services.	S. Mitton, Executive Assistant to the Director and Trustee Liaison

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

Chair Hutcheon provided 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."

7. ADOPTION OF AGENDA

MOVED BY: Trustee Brown and seconded by Trustee McGregor 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

item number. Trustee Elliott declared that he is a Director at Large with *Youth Imagine the Future* which is the topic of this evening's presentation.

9. DELEGATION/PRESENTATION

9.1 Youth Imagine the Future

Superintendent Silver introduced Jerri Jerreat, a retired educator with the Limestone District School Board. She indicated that the focus of the presentation is to highlight the issue of Climate Anxiety among youth, and more specifically how "*Youth Imagine the Future*" can assist with hope for the future through workshops and their annual festival. She presented to Trustees recent climate change examples as well as some statistical information about current practices in place to address climate anxiety in youth. At "*Youth Imagine the Future*", the focus is primarily on solutions for the future and reframing the mindset around climate anxiety. For example, this can be achieved by presenting tools in technology for reducing carbon emissions and restoring nature solutions. This information is available to students during a 1-hour free workshop the program offers. She directed Trustees to the website where information including the mission statement and goals of the organization, workshops and more and the main objectives can be found. Chair Hutcheon thanked her for her presentation and invited Trustees to ask questions.

10. PRIVATE SESSION REPORT

Vice-Chair Godkin stated that earlier this evening during Private Session:

- The minutes were approved from the Regular Board Meeting (Private Session) of June 21, 2023.
- Superintendent McWilliams provided a labour update and Director Burra provided a personnel update which resulted in a motion that was passed.

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

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

11. APPROVAL OF MINUTES

11.1 Regular Board Meeting – June 21, 2023

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

12. REPORTS FROM OFFICERS

12.1 Chair's Update

Chair Hutcheon stated: "Welcome to a new school year. We look forward to welcoming students, families, and staff to a new school year in just over a week.

From what I have seen and heard, staff has hit the ground running getting ready to welcome students on Tuesday September 5 from organizing Grade 9 orientation, uploading class schedules, making name tags for kindergarten bunkies, and reading facilities. Limestone is very excited to welcome all of our new and returning students.

I hope that everyone has had an opportunity this summer to relax and rejuvenate with family and friends. I know I have certainly enjoyed some time with my family and it has been quite lovely.

I would like to extend a warm welcome to new Student Trustees for 2023-2024 Emily Eckloff, Indigenous Student Trustee, who attends La Salle Secondary School, Andrea Wang, Urban Student Trustee, who attends Kingston Secondary School, and Ava Jean O'Keefe, Rural Student Trustee, who attends Sydenham High School. Thank you for taking on the vital role of representing the students of Limestone. Student voice is crucial around this horseshoe, and we look forward to your reports and updates throughout the year.

And that concludes my remarks for this evening."

12.2 Director's Update

Director Burra stated: "Good evening Trustees and members of the public joining us for this meeting. I am pleased to provide you with my update tonight as we prepare for the start of the 2023-2024 school year.

I hope everyone found space for some holiday time this summer to enjoy time with family and friends. In reflecting on this summer, and the ongoing environmental incidents that have occurred and are currently occurring, including devastating forest fires, I think it is fair to say that we have been very fortunate in our region compared with many other parts of the country and internationally.

Over the past week, you may have noticed that the Limestone District School, like many other organizations across the city, lowered the Canadian flag to half-mast last Friday to honour the life of Canadian political strategist, author, academic, senator, and longtime Kingston resident

Hugh Segal, who passed away on August 9. Much of his career was devoted not to partisan politics but a deep belief in building a better country for those less fortunate. He devoted much of his career championing a Guaranteed Annual Income and helping end poverty.

As Trustees will have noticed when they arrived tonight, the flag at the board office remains at half-mast this week marking the passing of the Honourable James K. Bartleman, former Lt. Governor of Ontario and career diplomat and author, who died August 14. A proud member of the Chippewas of the Rama First Nation, he made history as Ontario's first Indigenous Lieutenant Governor serving from 2002 to 2007. He spent his life advocating for Indigenous people and working to eliminate the stigma of mental illness, promote anti-racism initiatives, and celebrate Indigenous communities.

We add our sincere condolences to the family and friends of these two distinguished Ontarians, recognizing their commitment to public service and education.

With the summer season schools were not running as they do for the other ten months of the year. However, there was lots of activity for students this July and August. Over 300 students participated in Camp Read A lot, and almost 700 secondary students participated in summer session earning credits. In addition, almost 450 students participated in outdoor education programming offered at some schools, at Gould Lake, and/or on outdoor education trips. Trustees will receive a report in the fall providing more details regarding the range of summer programs that occurred in July and August. In addition, a considerable amount of facilities work occurs in schools during the summer and Manager Fowler will provide a summary of this work in September.

We are greatly looking forward to welcoming back staff and over 20,000 students as the school year starts. While 99% of students will be in face-to-face classrooms, Limestone continues to offer a virtual option for some students. Regardless of the format of learning, Limestone will continue to do its best to meet students where they are and support student well-being. Mental health and well-being are essential conditions for learning of all students.

While the pandemic continues to evolve, we must all continue to be prepared for change. Given labour negotiations are ongoing, we will need to adapt as needed, and we will continue to update families if, or when, circumstances change. At the moment, we know that schools will be welcoming students back on September 5, and we currently expect a full range of activities to be available for students to start the 2023-2024 school year. We all know that extracurriculars like sports and clubs, full arts programming, and field trips are of tremendous

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value. As Trustees know, all of these student activities are made possible by the generous time provided by staff and some community members. I think I speak for everyone in expressing our gratitude to the staff and community members that provide these valuable experiences and services to Limestone students. The value and importance of schools and the range of extracurricular experiences provided to students was certainly reinforced in the feedback from students and families in the first phase of consultation focused on the Limestone Strategic Plan.

This evening there are some routine, cyclical reports coming to Trustees, but I also look forward to sharing with you an overview of the first round of consultation that occurred with members of the Limestone community. Considerable and invaluable input and feedback was collected. In addition, I will be sharing an updated, interim Policy 13 focused on Delegations and Submissions.

And finally, I would like to highlight the fact that almost 200 Limestone educators are participating in the annual Limestone Summer Institute earlier today and tomorrow. We are very pleased to be able to provide this valuable learning opportunity to staff. This is just one example of learning that Limestone educators have been participating in this summer. As we all know, learning is a journey, not a destination, and we must always model learning to support the system, and do the best we can to serve students.

Thank you Chair Hutcheon, that completes my report for this evening.”

13. REPORTS

13.1 OPSBA Report – Trustee McGregor

Trustee McGregor indicated that labour meetings will continue throughout September. The next OPSBA meeting will take place on September 22, 2023. She indicated that she will have an update for Trustees at the October Board Meeting.

13.2 Student Trustees’ Report – None at this time.

13.3 Reports for Action

13.3.1 Short-Term Borrowing Resolution

Superintendent Young indicated that the purpose of the report was to recommend a short-term borrowing resolution for the 2023-24 school year to meet cash flow requirements. The *Education Act* requires the Treasurer of the Board furnish to the bank a copy of the resolutions authorizing the borrowing of the funds. Superintendent Young reviewed the report with

Trustees.

Chair Hutcheon called upon Trustees for comments or questions.

MOTION MOVED by Trustee Ruttan and seconded by Trustee Neill 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. Carried.*

13.3.2 Edits to Policy 13: Delegations and Submissions

Director Burra introduced his report. He reviewed some of the history around the process of updating policy, specifically Policy 13: Delegations and Submissions. He reminded Trustees of past practice when reviewing bylaws and policies. Director Burra emphasized that information from public input was previously brought to the Board and proposed that this practice is repeated by offering the local community to submit input for the month of September. As a result of this, he proposed that an interim Policy be put in place while this process is completed.

MOTION MOVED BY Trustee Godkin and seconded by Trustee Lloyd: 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. Carried.

13.4 Reports for Information

13.4.1 Interim Reporting – QTR 3 2022-2023

Manager Carson indicated that the purpose of her report is to report on the interim financial operating expenditures for the period of September 1, 2022, to February 28, 2023.

Manager Carson stated that the Q2 2022-2023 interim financial report was presented to the Board on April 26, 2023.

Manager Carson reviewed Appendix 1 of the 2022-2023 interim financial report for quarter three with Trustees. The report indicates a spending level of 77 per cent. This is comparable to the 76 per cent spent at quarter three for the 2021-2022 fiscal year. She reviewed expenditure categories captured in the Appendix. Chair Hutcheon thanked Manager Carson and called upon

Trustees for comments or questions.

13.4.2 See Yourself in Limestone: The Road Ahead – 2023-2028 Strategic Planning Process

Director Burra presented Trustees with an update on the Strategic Planning Process. He highlighted that Bill 98, the Better Schools and Student Outcomes Act, 2023, will alter the context in which the Strategic Plan operates. He explained one of the areas of impact of the Bill is the focus that the Ministry places on what needs to be included in all boards of education multi-year strategic plans. It is beneficial to develop our strategic plan in tandem with the release and enactment of Bill 98.

Director Burra stated that historically all three of the following areas have been part of the agenda and included in the strategic plan:

- (a) Achievement of Learning Outcomes in Core Academic Skills;
- (b) Preparation of Students for Future Success; and
- (c) Student Engagement & Well-Being.

Currently, consultation has taken place with a wide range of people. He presented to Trustees a potential graphic depicting a student-centered focus and how it will be supported at each level. Director Burra presented the Ministry's Student Achievement Plan and reviewed points of emphasis as well as some of the changes.

The next steps for Trustees is to spend some time reviewing Board Values, offer public input on draft mission/vision statements, 2022-2023 Year-End Reporting, and present a New Strategic Plan Template for review and decision.

Chair Hutcheon thanked Director Burra and called upon Trustees for comments or questions.

14. UNFINISHED BUSINESS

None at this time.

15. NEW BUSINESS

Trustee Neill read the motion. He proposed that having a member who is a School Board Trustee who could sit on the KFL&A Public Health Board may be a more direct line of communication. He acknowledges that discussion is required to identify if there is a

gap in information transfer between parties. Chair Hutcheon called upon Trustees for questions. It was unanimously decided to defer this motion to October so Trustee McGregor can have an opportunity to ask at the September 22, 2023 OPSBA meeting to see if there is a need at a provincial level. Following feedback received from OPSBA, a consultation with Public Health will take place.

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

None at this time.

20. FUTURE BOARD MEETING SCHEDULE

21. ADJOURNMENT

*MOVED BY: Trustee McGregor and seconded by Trustee Brown that the meeting adjourn.
Carried.*

The meeting adjourned at 8:24 p.m.



EDUCATION, POLICY AND OPERATIONS COMMITTEE MEETING MINUTES – SEPTEMBER 6, 2023

PUBLIC MEETING

Roll call:

Trustees:	Staff:
J. Brown G. Elliott B. Godkin (Vice-Chair) R. Hutcheon (Chair) T. Lloyd K. Maracle K. McGregor J. Morning J. Neill (regrets) S. Ruttan (virtual) E. Eckloff (Student Trustee) (regrets) A. O'Keefe (Student Trustee) A. Wang (Student Trustee)	K. Burra, Director of Education J. Douglas, Communications Consultant A. McDonnell, Superintendent of Education S. Hedderson, Associate Superintendent J. Silver, Superintendent of Education S. Gillam, Superintendent of Education Y. Abdulkareem, Human Rights & Equity Advisor
Guests:	Recorder:
Y. Abdulkareem, Human Rights & Equity Advisor	S. Mitton, Executive Assistant to the Director and Trustee Liaison

Chair Godkin welcomed everyone to the meeting. He called upon Trustee Hutcheon 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 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

Chair Godkin called the meeting to order and called the roll.

2. Adoption of Agenda

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MOVED BY: Trustee Brown that the agenda be approved. Carried.

3. Declaration of Conflict of Interest

There were no conflicts declared.

4. Reports for Information

4.1 LDSB Student Human Rights Incidents & Complaints Form 2022-23 School Year

Superintendent McDonnell introduced the report and highlighted the process for submitting a complaint through the Human Rights Complaint tool. She advised Trustees that a sample of the form has been included in the agenda package. The Human Rights Complaint form has been available to students, staff, families, and community members since October 2022. Superintendent McDonnell explained the process of reviewing the forms that are submitted. She indicated that Human Rights and Equity Advisor, Yusuf Abdulkareem, receives every form that comes through the tool and ensures that the appropriate administrator or senior staff receive information to address the complaint.

Superintendent McDonnell noted that the data for this evening's presentation was obtained during the 2022-2023 School year. Human Rights and Equity Advisor Abdulkareem presented Trustees with data on who made a complaint, the age or grade level of the complainant, the location, and if the complaint qualified for a violation of human rights grounds. He highlighted that of the 253 complaints that were made, 170 complaints qualified as a potential violation of Human Rights based on the Human Rights Code. All complaints were reviewed and addressed in the most appropriate manner.

It has been identified that it is imperative that our community and students understand what a human rights complaint is. As a result, a human rights video will be shared with all students Grades 4-12, families, and staff. There will be a revision of the Limestone District School Board Equity Action Plan and ongoing professional learning related to equity, human rights, and discrimination. Superintendent McDonnell stressed that data obtained from the tool is incredibly valuable to ensure we are making the best decisions around supports and services for our schools.

Chair Godkin thanked Superintendent McDonnell and Human Rights and Equity Officer Abdulkareem and called upon Trustees for questions.

4.2 Math Achievement Action Plan

Superintendent Silver introduced the math report. She provided Trustees with a history of the progress that has been made over the past eight years including the following:

- Professional learning: Concrete representation (manipulatives), Thinking Classrooms, Number Talks and Early Number
- Secondary destreamed Grade 9 Math PD
- Summer writing teams/Educator support with new Math curriculum
- Elementary Learning Coaches – focus on number fluency
- Instructional Coaches at Secondary

In June 2023 details were released from the Ministry around the new Math Achievement Action Plan. Associate Superintendent Hedderson will be the Math lead as Superintendent Silver will be fulfilling her role of OPSOA President for the 2023-2024 school year. Associate Superintendent Hedderson highlighted some of the responsibilities of role:

- Develop and measure Key Performance Indicators (KOs) and strategies at the board, school, and classroom level
- Ensure fidelity to the curriculum, and implementation of instructional and assessment practices.
- Working with Learning Coaches, School Administrators and Senior Staff on implementation and monitoring of LDSB Math Achievement Action Plan

Associate Superintendent Hedderson will bring updates throughout the year as more details and directives are released from the Ministry. He shared the 2023-2024 priority schools and highlighted that the focus will be on Grades 3, 6, and 9. Once the TPA details are received, support will be allocated accordingly on how to best support these priority sites. The first meeting is on September 12, 2023.

Chair Godkin thanked Superintendent Silver and Associate Superintendent Hedderson and called upon Trustees for questions.

4.3 Board Values for the Strategic Plan

Director Burra introduced his report. He explained the history of the existing Strategic Plan, specifically, the anchoring values in the form of words that were chosen in 2017. He explained that there are three areas of focus to consider while choosing Board Values:

- Student Learning, Achievement, and Future Success
- Positive Culture, Engagement, and Well-Being

- Resources and Partnerships

Director Burra engaged Trustees with an exercise where they had a chance to place their vote on existing values or other possibilities that will narrow the focus on anchoring values for the Strategic Plan currently under development. The list of potential values was included in the agenda package, however, Director Burra invited Trustees to make any additions to the list as the exercise unfolded. Trustees then participated in the activity.

Director Burra reviewed the results and invited Trustees to comment on their selections. The data collected through this exercise will be revisited used as we continue to move through the Strategic Plan Process.

6. Reports for Action

None at this time.

7. Unfinished Business

None at this time.

8. New Business

None at this time.

9. Correspondence

None at this time.

10. Next Meeting Date

October 4, 2023

11. Resolve into Committee of the Whole Private Session

Motion to move into Private Session was moved by Trustee Hutcheon. Carried.

13. Report to Public Session

At the Regular Board Meeting of September 20, 2023.

13. Adjournment

Moved by Trustee McGregor that the meeting adjourn. Carried.

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The meeting adjourned at 8:22 p.m.

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AUDIT COMMITTEE MEETING MINUTES – SEPTEMBER 11, 2023

PUBLIC SESSION

Roll Call:

Administrative Staff Present:

Committee Members:	Staff:
S. Ruttan (Chair)	K. Burra, Director of Education
G. Elliott, Trustee	C. Young, Superintendent of Business Services
T. Lloyd - Regrets	P. Carson, Manager of Financial Services
R. Richard, External Member	L. Benjamin, Assistant Manager of Financial Services
C. Innocente, External Member	
Invitees:	Recorder & Producer:
L. Huber, KPMG External Auditor	A. Galt, Administrative Assistant
P. L'Orfano, Internal Auditor	A.M. Andretta, Producer
G. Segu, Internal Auditor	

Trustee Ruttan began the meeting with opening remarks. Good evening, Trustees, Senior Staff, and the viewing public. This is a hybrid meeting. Committee members joining us include myself, Trustee Suzanne Ruttan, Trustee Garrett Elliott, external audit committee members Christine Innocente and Roger Richard, Limestone's external auditor Lori Huber from KPMG, Pasquale L'Orfano and Genevieve Segu the Regional Internal Audit Team, as well as Director of Education Burra, Superintendent of Business Young, Manager of Financial Services Carson, and Assistant Manager of Financial Services Benjamin.

We will begin with the Indigenous 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.

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Chair Ruttan noted that there would be an opportunity for the auditors and the committee members to have a private discussion without the Limestone staff present at the end of private session.

1. CALL TO ORDER

The meeting was called to order at 5:37 pm.

2. ADOPTION OF THE AGENDA

Chair Ruttan called for any additions to the agenda. No additions were made.

MOTION: *That the Agenda as presented be accepted.*

MOVED BY: *Trustee Elliott. Carried.*

3. DECLARATION OF CONFLICTIONS OF INTEREST

None.

4. ACTION ITEM

4.1 REGIONAL INTERNAL AUDIT PLAN

G. Segu presented the Regional Internal Audit Plan. This is the third year of the multiyear audit plan. Highlighted on the top of page 4 are the three projects that the Regional Internal Audit Team (RIAT) was able to perform during the past three years; Critical Positions, Safe Schools, and School Generated Fraud Flags Identification. We are proposing to review the Payroll Data Analytics, Attendance Management and Business Continuity after the strategic cyclical risk assessment.

On Appendix A, page 5, shows what we are proposing. The 2022-23 Fraud Policy Benchmarking is completed. The Strategic Risk Assessment was done in the spring of 2021. We are proposing to approach it the same as last year. Having a region-wide approach was a very good use of resources and it also enabled us to get a better understanding of the risk environment for the school boards in Ontario East. In 2021, we brought in all the Superintendents of Business and invited the academics from the school boards to do a risk identification session. Then, we took that list of risks and performed the risk assessment virtually with voting technology. That is how the multiyear strategy plan was developed. We felt that it worked very well.

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We also propose to do the new Special Education Benchmarking. It is region wide. We are going to leverage all the data we can acquire via the EFIS and ONSIS systems, which are respectively financial data and enrollment data. Special Education is a very important item, discussed frequently. By the means of benchmarking, we are hoping to do one of two things. We would like the school boards to get a better understanding of how they are doing compared to school boards of a similar size and identify leading practices. We cannot identify leading practices via EFIS and ONSIS, so we are proposing to do a workshop. This is currently in discussion with Michael Blackburn from the Limestone District School Board (LDSB). All the Ontario East Leads of Special Education would be invited to review the numbers that we have. That would lead to further questions, then we would draw up a survey. The survey would be sent to boards willing to participate within the province.

2023-24 Management Request Engagement: This is a placeholder every year. Should management see that there is a major risk that needs to be addressed, it can be slotted in.

That concludes my presentation of our plan. The items that are on this plan, the Fraud Policy Benchmarking, Strategic Risk Assessment, and Special Education Benchmarking are region wide initiatives. With the budget constraints and reserves constraints that we are feeling this year, this is the way we are still trying to provide value to the school boards.

MOTION: *That the Limestone District School Board Audit Committee approve the 2023-2024 Internal Audit Plan.*

MOVED BY: *Roger Richard, Carried.*

Chair Ruttan asked for any questions and discussion ensued.

Chair Ruttan asked if anyone was opposed to the Internal Audit Plan that was presented.

Christine Innocente abstained, Carried.

5. FOR INFORMATION

5.1 2023-24 ANNUAL REPORT ON INTERNAL AUDIT ACTIVITIES

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G. Segu briefly summarized the purpose of the 2023-24 Annual Report on Internal Audit Activities. This report is to present to the audit committee items that are mandated to be presented, as well as some statistics on the work that RIAT has been doing. RIAT is regulated by Ontario Regulation 361/10, the Regional Internal Audit Charter (The Charter), and the International Professional Practices Framework.

Last year, RIAT had three pieces of co-sourcing. MNP with the Covid 19 lessons learned, the 2022-23 enrolment project for the Ottawa School Boards and Robert Half with the Legislative Compliance project across four school boards. When hiring co-sourcing, they try to use the resources across several school boards.

There have been no changes in the organizational structure and staffing. Pasquale L'Orfano continues as the auditor assigned to the Limestone District School Board (LDSB). CPA's are required to do PD each year. Last year, the PD focused on ethics, risk management, cyber security, diversity, and inclusion.

Quality Assurance has not changed. An external Quality Assurance is not due.

G. Segu briefly reviewed what was done in 2022-23 on page 10, which shows the number of audits completed. By using projects that carry across all school boards, RIAT can do more. Safe Schools was completed. The Fraud Policy Benchmarking is in report mode. For LDSB, 100% of the plan was completed, 72% region wide.

Looking at Follow-up Procedures, there were about 300 recommendations for the whole region when G. Segu came in and now as of July 11, 2023, there are 15. RIAT is steering away from making recommendations to having a more collaborative approach with management. LDSB has no outstanding recommendations.

5.2 REGIONAL INTERNAL AUDIT CHARTER

G. Segu noted that the Charter is in the Appendix. The Charter defines the information that they can provide to the audit committee, it defines the way they shall proceed, and the reports. By G. Segu signing it, she is vouching that she is providing an independent and objective service. She has the same functional reporting to each one of the nine audit committees and still reports to the Senior Business Official of their host board, the Ottawa Catholic School Board. A signature is usually requested when there is a change in the Director or the Chair. A signature was not provided last year. At Chair Ruttan's request, A. Galt will apply Chair Ruttan's signature to the Charter.

Chair Ruttan asked if there were any questions. There were none.

Limestone District School Board

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6. OTHER BUSINESS

None at this time.

7. FUTURE MEETING DATES

Monday, November 6, 2023

Monday, May 6, 2024

Audit committee will rise and report at the next board meeting (September 20, 2023).

PRIVATE SESSION 5:58 PM

Roll Call:

Administrative Staff Present:

Committee Members:	Staff:
S. Ruttan, Trustee (Chair)	K. Burra, Director of Education
G. Elliott, Trustee	C. Young, Superintendent of Business Services
T. Lloyd, Trustee - Regrets	P. Carson, Manager of Financial Services
R. Richard, External Member	L. Benjamin, Assistant Manager of Financial Services
C. Innocente, External Member	
Invitees:	Recorder & Producer:
L. Huber, KPMG External Auditor	A. Galt, Administrative Assistant
P. L'Orfano, Internal Auditor	A.M. Andretta, Producer
G. Segu, Internal Auditor	

8. PRIVATE SESSION

MOTION: To move into Private Session.

MOVED BY: Trustee Elliott. Carried.

9. FOR INFORMATION

9.1 FRAUD POLICY REVIEW FINAL REPORT

G. Segu presented the Fraud Policy Review Final Report.

Limestone District School Board

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

SEE YOURSELF IN LIMESTONE

9.2 KPMG – INTERIM/YEAR END AUDIT

L. Huber gave a verbal update on the progress of the interim audit for year ended August 31, 2023.

10. ADJOURNMENT

MOTION: *To adjourn.*

MOVED BY: *R. Richard. Carried.*

The meeting adjourned at 6:08 pm.

11. PRIVATE DISCUSSION BETWEEN AUDITORS AND AUDIT COMMITTEE MEMBERS

COMMITTEE TO RISE AND REPORT

The Committee will rise and report to the full Board of Trustees in Private Session and to the public at the next Board meeting (September 20, 2023).



ADMINISTRATIVE REPORT: VIRTUAL SCHOOL UPDATE

REGULAR BOARD MEETING

September 20, 2023

Purpose

To provide Trustees with an update on the status of Elementary Virtual School and Secondary Virtual School.

Background

With the onset of the COVID-19 pandemic in March 2020, all students and staff moved from in-person learning to remote learning. This learning continued through to the end of the school year in June 2020. In August 2020, the Ministry of Education released Program and Policy Memorandum (PPM) 164, outlining the requirements for remote learning.

For the 2020-2021 school year, the Ministry of Education required all school boards to offer a virtual school option for students/families. While in-person learning resumed in September 2020 for most students and educators, during the 2020-2021 school year between 8%-10% of LDSB students participated in virtual learning as the model of choice. Several opportunities were provided over the course of the year for students to transition from one model to the other. The Limestone District School Board (LDSB) was able to accommodate this flexibility to students/families by utilizing additional COVID-19 funding.

During the 2020-2021 school year, with the exception of students with significant special education needs, the vast majority of students and educators had to again move to a virtual learning model for a few weeks in January 2021, and from the middle of April to the end of the school year due to provincial direction based on the ongoing pandemic.

During the 2021-2022 school year, there was a brief period during the winter of 2022 when students and educators had to move to virtual learning.

For the duration of the 2022-2023 school year, continuity of learning was maintained, whether students were engaged in in-person learning or virtual school.

The following table displays the enrolment in elementary and secondary virtual school from the onset of the pandemic to the end of the 2022-2023 school year:

School Year	Elementary Virtual School Enrolment	Secondary Virtual School Enrolment
2020-2021	1600 (enrolment varied throughout the year)	1032 (enrolment varied throughout the year)
2021-2022	307	170
2022-2023	70	137

Current Status

At the end of the 2022-2023 school year, the Ministry of Education announced that commencing in the 2023-2024, virtual school would be an option for Boards of Education to offer, rather than a requirement. Boards were encouraged, but not required, to offer virtual school for students. While the LDSB recognizes that choice is important for families based on their personal circumstances, declining enrolment in virtual school was a potential barrier to school organization and content delivery. Limestone initiated discussions and planning with other school boards to determine the viability of a shared partnership so that a virtual school option could continue to be a choice for LDSB families.

In spring 2023, LDSB formalized a partnership with Renfrew County District School Board (RCDSB) and Kawartha Pineridge District School Board (KPRDSB). A few students from boards outside of the partnership have been registered because their school board opted to not offer virtual school. These are handled on a case-by-case basis with communication between Directors of Education prior to enrolment.

LDSB provides the daily supervision of virtual school. Staffing, student supports, and financial costs are shared in a manner proportional to student enrolment.

Elementary Virtual School

There are currently 119 students enrolled in Elementary Virtual School (50 LDSB students, 37 RCDSB students and 32 KPRDSB students), spread amongst six classes as follows:

Grade	Enrolment
SK/1	15
2/3	14
3/4	17
4/5	23
6/7	25
7/8	25

Secondary Virtual School

There are currently 115 students enrolled in Secondary Virtual School (110 LDSB students, 5 KPRDSB students). The breakdown by grade is captured in the table below.

Grade	Enrolment
Grade 9	11
Grade 10	27
Grade 11	36
Grade 12	41

Grades 9 and 10 students are taking a combination of Grade 9 and/or Grade 10 credits in a [set timetable](#) with other students from LDSB, while students in Grades 11 and 12 are enrolled in credits through the Ontario eLearning Consortium (OeLC) for which LDSB is a member board.

Elementary Virtual School and Secondary Virtual School are supervised by the Principal and Vice-Principal of the Katarokwi Learning Centre and Alternative and Continuing Education.

Next Steps

LDSB will continue to seek input from the students, staff and communities and will support the continued collaboration and partnership that has been fostered with RCDSB and KPRDSB.

Recommendations

That this report be received for information purposes.

Prepared by: Stephanie Sartor, Associate Superintendent

Reviewed by: Krishna Burra, Director of Education



ADMINISTRATIVE REPORT: CURRICULUM REVISIONS

REGULAR BOARD MEETING

September 20, 2023

Purpose

To update Trustees on revisions to Elementary and Secondary curriculum, effective September 2023.

Background

Curriculum is developed by the Ministry of Education in consultation with education stakeholders and partners. It has mandatory learning expectations (what students must learn) and optional teaching supports (tools and information that teachers may use to help students learn). It also includes information about Ministry policies related to student learning (e.g., assessment, evaluation and reporting, special education, equity and inclusive education policies).

In June 2020, the Ministry of Education launched a new Ontario curriculum website, which provided a digital space to interact with the Ontario curriculum and learning resources. Prior to 2020, the Ministry published curriculum documents in “hard copy.” The new digital space allows the Ministry to update curriculum regularly and add additional content and features as they become available. The digital space was created to support a series of curriculum revisions in recent years, with Grades 1-9 Mathematics being the first Ontario curriculum to be recently revised. Grades 1-8 Mathematics was revised and released for implementation in September 2021, replacing the 2005 Mathematics curriculum. At the same time, Grade 9 Destreamed Math (MTH1W) was released, replacing Grade 9 Academic and Grade 9 Applied Mathematics. The Grade 10 (2005 curriculum), and 11 and 12 (2007 curriculum) Math curriculum remain unchanged. Addenda were issued to the Grade 10 Academic and Applied math courses, for implementation in the 2022-23 school year.

In November 2021, the Ministry of Education announced that beginning September 2022, all Grade 9 subjects would be offered in one stream. A Grade 9 Destreamed Science course (SNC1W) was released, replacing Grade 9 Academic and Applied Science courses (2008 curriculum). A revised Science and Technology curriculum for Grades 1-8 was released for implementation in 2022, replacing the 2007 curriculum. Grades 10-12 Science (2008 curriculum) remains unchanged.

Current Status

During the 2022-2023 school year, the Ministry of Education announced a number of Curriculum and Course revisions planned for release and implementation in the 2023-2024 school year:

Grades 1-8 Social Studies, History and Geography Curriculum: Revisions have focused on new learning in Grades 1 to 3 and Grade 6, with the 2023 curriculum replacing the previous 2018 curriculum. Grades 1 to 3 Social Studies curriculum revisions strengthen learning on residential schools and foster greater understanding of the contributions of First Nations, Métis and Inuit individuals, communities and nations to the Province and Country while learning about their histories and cultures. The Grade 6 Social Studies curriculum has been updated to include learning about the Holocaust to help students gain a deeper understanding of its significance.

Grades 1-8 Language Curriculum: The 2023 curriculum replaces the 2006 curriculum and is organized into four distinct but interrelated strands, with language and literacy skills being taught and assessed through all areas of learning. The four strands include: 1) Literacy connections and applications 2) Foundations of language 3) Comprehension: Understanding and responding to texts; and 4) Composition: Expressing ideas and creating texts. Throughout the strands, there is a focus on foundational knowledge and skills, transferable skills; digital media literacy; applications, connections, and contributions.

Grade 9 Destreamed English (ENL1W): The 2023 course replaces the Grade 9 Academic and Applied English courses (ENG1D and ENG1P) from the 2007 curriculum and builds on the new elementary language curriculum for Grades 1 to 8. The course includes four strands: 1) Literacy connections and applications 2) Foundations of language 3) Comprehension: Understanding and responding to texts; and 4) Composition: Expressing ideas and creating texts. Throughout the strands, there is a focus on foundational knowledge and skills, transferable skills; digital media literacy; applications, connections, and contributions. The 2007 English curriculum remains in effect for Grades 10, 11 and 12 English.

Grade 10 Digital Technology and Innovations in the Changing World (ICD2O): The 2023 Grade 10 ICD2O course replaces the Grade 10 Introduction to Computer Studies (ICS2O) course from the 2008 curriculum. The revised curriculum is designed to provide students with opportunities to appreciate, explore and discover the power of digital technology and computer programming. The course is organized into three broad areas of learning which include: 1) Computational thinking and making connections 2) Hardware, software, and innovations; and 3) Programming.

Mental Health Curriculum: In the spring of 2023, the province announced mandatory mental health literacy curriculum resources aligned with the Grades 7 and 8 Health and Physical Education curriculum. The focus of this anticipated curriculum is management of stress, understanding the relationship between mental health and mental illness, recognizing the signs and symptoms of mental health concerns, counteracting mental health stigma, and awareness of available mental health supports. The new mental health curriculum is anticipated for implementation in the winter of 2024. Further mental health curriculum is anticipated for the Grade 10 Careers (GLC2O) in the fall of 2024. These changes will focus attention on learning related to recognizing signs that someone may be overwhelmed or struggling, and how to access local supports.

Technology Curriculum: In March 2023, the Ministry announced that students entering Grade 9 in September 2024 would be required to earn a Grade 9 or 10 Technological Education credit as part of their Ontario Secondary School Diploma. This compulsory credit ensures students have exposure and access to learning opportunities to consider STEM fields, including in the skilled trades, as a future career. No additional information has been provided to date, but the Ministry has started a consultation process.

Recommendations

That this report be received for information purposes.

Prepared by: Jessica Silver, Superintendent of Education

Reviewed by: Krishna Burra, Director of Education



ADMINISTRATIVE REPORT: SCHOOL CLIMATE SURVEY

REGULAR BOARD MEETING

September 20, 2023

Purpose

To provide the Board of Trustees with an update on the upcoming school climate survey.

Background

School boards are required to conduct school climate surveys at least once every two years as one way to gather data that supports creating a positive school climate. School climate may be defined as, "the learning environment and relationships found within a school and school community. A positive school climate exists when all members of the school community feel safe, included, and accepted, and actively promote positive behaviours and interactions. Principles of equity and inclusive education are embedded in the learning environment to support a positive school climate and a culture of mutual respect. A positive school climate is a crucial component of the prevention of inappropriate behaviour." - *Policy/Program Memorandum No. 145, "Progressive Discipline and Promoting Positive Student Behaviour."*

It should be noted that Limestone has conducted school climate surveys for almost 15 years.

Current Status

A school climate survey will be available to students in Grades 4 to 12 in late November-December 2023. The goal of this anonymous survey is to collect student voice regarding their perspectives on the school climate in their school. This school-based data will provide indicators related to site-specific perceptions on safety and bullying, pathways and transitions, achievement and learning, human rights and equity, mental health and substance use, and overall sense of belonging. This information will enable schools to create responsive, site-specific, equity actions to cultivate a more equitable and inclusive school climate.

Next Steps

On the November 10, 2023 PA Day, school staff will have an opportunity to review the survey in advance and provide any feedback for consideration, prior to the board-wide rollout. Families and

students will receive information about the school climate survey in mid-November. This communication will provide clarity about how the school climate survey is different from the student census and what it aims to achieve. In addition, families will have an opportunity to review the survey prior to it being completed in schools.

Students will be provided with class time to complete the survey which is estimated to take about 10 minutes. Answers will remain anonymous and only aggregate data will be shared with schools to support school climate goals. Each school will be preparing a school action plan that includes training strategies and resources, awareness-raising strategies for a positive school climate, support strategies for school climate concerns, and a monitoring and review process.

Recommendations

That this report be received for information purposes.

Prepared by: Patty Gollogly, Associate Superintendent of Education

Reviewed by: Krishna Burra, Director of Education

** Due to the personal nature of this correspondence, sections that could identify specific individuals have been redacted.*

-----Original Message-----

From: [REDACTED]
Sent: Friday, August 18, 2023 12:21 PM
To: Hutcheon, Robin <hutcheonr@limestone.on.ca>
Cc: Neill, Jim, F. <neillj@limestone.on.ca>; Elliott, Garrett, B. <elliottg@limestone.on.ca>; McGregor, Karen, L. <mcgregork@limestone.on.ca>; Brown, Judith <brownjud@limestone.on.ca>; Morning, Joy <morningj@limestone.on.ca>; Godkin, Bob, F. <godkinbo@limestone.on.ca>; Ruttan, Suzanne, E. <ruttansu@limestone.on.ca>; Maracle, Kelly, D. <maracleke@limestone.on.ca>; Lloyd, Tiffany, K. <lloydt@limestone.on.ca>; Burra, Krishna <burrak@limestone.on.ca>
Subject: OFFICIAL CORRESPONDENCE

CAUTION: This email originated from outside of the Limestone District School Board. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Chair Hutcheon,

I am writing to express concerns and highlight the need for a thorough risk assessment of playground equipment, effective concussion protocols and improved communication to ensure our students' safety and well-being.

On Monday, March 20, 2023, my son sustained a serious head injury at [REDACTED]. I learned of this injury when he unexpectedly came through the front door of our home during the day in severe pain. After about 30 minutes of de-escalation attempts, he was still too distressed to tell me what had happened. I called the school to inquire what had happened to him as he arrived home without staff or contact from the school. Office staff said they were about to call me because of an incident on the playground where he may have been injured, but they didn't have any further details.

Later that evening, after seeking medical attention, I emailed the principal and my child's teacher. I received a reply from his teacher indicating she knew he was injured and non-responsive to questions and watched him leave the school property. She assumed he was most likely going home and asked the office to call my spouse or me to confirm he had arrived.

I want to emphasize the importance of concussion recognition, training, policy and protocol within our schools. As Policy/Program Memorandum No. 158 outlines, all Ontario school boards must have concussion safety policies that include identifying suspected concussions and informing parents. Limestone District School Board's suspected concussion tool and Quick Memory Function Assessment were not used but, given how he presented on the schoolyard, should have indicated a real risk of concussion. Limestone states that if this is the case, "the student must not leave the premises without parent/guardian (or emergency contact) supervision."

It is concerning that in my son's case, the appropriate steps were not taken to ensure his well-being and proper communication with his parents. We are all extremely fortunate that I was at home to receive him, that he made it home despite his noted disorientation, and that his physical, cognitive and emotional state did not worsen between home and school.

Every child deserves the opportunity to play and explore in a safe environment. My aim is not to hinder children's play but to ensure they are protected while doing so. Playground risk assessment processes should evaluate potential hazards and mitigate any risks associated with the equipment. The equipment on which my son was injured is unsafe and needs to be addressed across the board.

In addition, I am asking the board to ensure that all staff members are well-trained in recognizing concussion symptoms and that proper protocols are followed when a suspected concussion occurs. Improve communication between staff and parents in case of incidents, injuries, or other concerning situations. Parents should be promptly informed of any incidents involving their children, and the school should take appropriate actions to ensure their well-being.

Thank you for your time and consideration. I trust that the Limestone District School Board shares my commitment to ensuring the safety and well-being of our students.

Sincerely,

A large black rectangular redaction box covering the signature and name of the sender.



SPECIAL EDUCATION ADVISORY COMMITTEE MEETING MINUTES

June 14, 2023

PUBLIC MEETING

Roll Call:

Trustees:	Members:
T. Lloyd K. McGregor	Present: S. Henderson-Todd, Lennox and Addington Resources for Children H. Simson, Learning Disabilities Association of Kingston A. Martin, Member-at-Large (Queen's University) Regrets: Z. Rogers, Community Living Kingston L. Clouthier, Easter Seals Ontario
	Staff:
	Present: M. Blackburn, Principal of Educational Services J. Lalonde, Special Education Program Coordinator S. Gillam, Superintendent, Learning for All N. Dillard, Vice-Principal of Educational Services C. Snider, Special Education Program Coordinator T. Vail, Special Education Program Coordinator A. Ward, Special Education Program Coordinator Regrets: L. Conboy, Mental Health Lead W. Fisher, Educational Services and Safe Schools Coordinator
Guests:	Recorder:
Director of Education Krishna Burra	J. Senior, Administrative Assistant

Limestone District School Board

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

SEE YOURSELF IN LESTONE

1. WELCOME

Chair McGregor called the meeting to order and welcomed everyone to the meeting.

Chair McGregor read 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.”

2. ADOPTION OF THE AGENDA

MOVED BY: Trustee of Lloyd that the agenda be approved. Carried.

3. DECLARATION OF CONFLICT OF INTEREST

None at this time.

4. APPROVAL OF MINUTES

4.1 SEAC Minutes May 31, 2023

MOVED BY: Trustee Lloyd that the May 31, 2023, SEAC Minutes be approved. Carried.

5. BUSINESS ARISING FROM MINUTES

Superintendent Scot Gillam shared that the two vacant Member-at-Large positions have been selected and will be confirmed at the upcoming board meeting on June 21, 2023. The new members will attend our September 13, 2023, SEAC Meeting.

6. LIMESTONE DISTRICT SCHOOL BOARD STRATEGIC PLAN

6.1 Presentation: LDSB Strategic Planning Process 2023-2028 – Director Krishna Burra shared an in-depth presentation on the LDSB Strategic Planning Process for 2023-2028.

Chair McGregor called on SEAC Members for questions.

7. EDUCATION SERVICES UPDATE

7.1 Presentation: Building Our Vision for the Future, Enhancing Special Education Services in Our District, June 2023 Monitoring Document – Principal Michael Blackburn and Vice Principal Nicola Dillard presented a report illustrating the indicators of success in key areas of focus under the four Big Ideas of the Special Education Services Monitoring Document.

1. **Reallocation of Resources:** Restructuring supports, services, teams, and programs to meet the changing needs of students and schools and to equitably distribute resources.
 - **Key area of focus:** Enhancing – Provide timely, responsive, and ongoing support to school teams in alignment with tiers of support.
 - **Indicators of Success:**
 - Tri-Team referral form – ongoing team collaboration and data collection.
 - Intensive Support Schools – Transition to Kindergarten (T2K), Intensive Support Schools (ISS).
 - Tiers of Support – Consultation, Intervention, Follow-up, and Team Support.
 - Board Certified Behaviour Analyst (BCBA) role – exploration and expansion.
 - School Profiles.
 - Intervention Assistant role reallocation across all District teams.
2. **Professional Learning:** Provide ongoing and relevant professional learning to a variety of staff in order to build capacity to meet the needs of diverse learners in an inclusive learning environment.
 - **Key area of focus:** Continuing – Enhance online resources and professional learning via Minds Online.
 - **Indicators of Success:**
 - Educational Assistant (EA) professional learning.
 - Ongoing development – team and role resources.
 - Ensuring access and user experience.
 - Sharepoint UDL – linked to multiple program areas.
 - Addressing Human Rights incidents – Special Education resource.
 - In development – Kindergarten transition and programming support.
3. **Strengthening Partnerships and Leveraging Supports:** Strengthen and enhance partnerships with families and community partners to leverage supports and maximize student learning and well-being.
 - **Key area of focus:** Continuing – Develop supportive resources for students and parents (Individual Education Plan (IEP) and Identification, Placement and Review Committee (IPRC)).

- **Indicators of Success:**
 - Kid-Friendly Exceptionalities.
 - Parent information - modifications.
 - K-12 Accessibility Standards – IEP and IPRC.
 - Family friendly guide to IPRCs and IEPs.
 - Student guide to IEPs – in development – student input.
- 4. **Learning for All:** Support the implementation of differentiated, precise and research-based instructional strategies to support the learning and well-being of all students.
 - **Key area of focus:** Continuing – Support the development and implementation of precise and personalized plans for students (IEP, Student Safety Plan (SSP), and Medical Plans).
 - **Indicators of Success:**
 - Team and school-based support for SSP development, review, and revision.
 - Modification flow chart and guidance.
 - Plans of Care – Minds Online.
 - Student Centered Personal Care Guidelines.
 - Return to school guidelines – community partner input.
 - Checklist for administrators for reading/reviewing IEPs.
 - Ongoing collaboration with Community Partners – Medical Safety planning.

Chair McGregor called upon SEAC Members for questions regarding the June 2023 Monitoring Document.

7.2 Special Education Review – Principal Michael Blackburn and Vice Principal Nicola Dillard shared the exchange summary and feedback received from the Special Education Review.

Chair McGregor called upon SEAC Members for questions regarding the Special Education Review Exchange Summary and feedback.

8. CORRESPONDENCE

None at this time.

9. ASSOCIATION UPDATES

None at this time.

10. OTHER BUSINESS – Administrative Report: Superintendent’s Report

A. Ministry Updates:

None at this time.

B. Educational Services Update:

Summer Mental Health and Special Education Supports

As previously reported, Limestone District School Board (LDSB) received Priority and Partnership Funding (PPF) to support Mental Health and Special Education initiatives throughout the summer. Supports will be provided to both summer school, the elementary literacy camps and to support transitions back to school for students with special education needs. A Student Support Counselor/Adolescent Care worker and Learning Program Support teacher will be provided to summer school for 6 weeks. In addition, 8 Educational Assistants will be provided to the elementary literacy programs for the duration of the camps. Finally, Educational Assistant time will be provided to support transition meetings for students with special education needs in late August, early September. The PPF funding will also be used to support Professional Learning and Training. The following courses will be offered to staff over the summer: Applied Suicide Intervention Skills Training (ASIST) Training, Y Training, Behaviour Management Systems (BMS) Training, Community Resilience Initiative (CRI) Training, and Mental Health LIT. In addition to these initiatives, we are also supporting the creation of a pathway of care that will see the potential to have 1-2 days of psychiatry support per week between July 10 – September 30, 2023, provided by Burr 4 Child & Adolescent Psychiatrists.

Special Equipment Amount (SEA) Update

We were able to process more claims than in any prior year to provide students with the physical, sensory, and computer equipment they require to be successful at school. That includes processing approximately 200 equipment recommendations for physical, hearing, vision, personal care, physical assist, or sensory products. Additionally, we provided or refreshed 280 technology devices to students.

Math/Spec Ed Project

Through Ministry PPF funding our team, in collaboration with the Curriculum Department, was able to provide professional learning and resources to all district program staff and elementary School to Community (SCS) teachers. The professional learning focused on foundational skills in early numeracy development, diagnostic assessment, program planning, and available resources. Teachers were also given math manipulatives and games to take back to their classes!

Dual Diagnosis Program

In September 2023 we will be piloting a new program at Polson Park Public School which will provide supports and services to students with complex needs and dual diagnosis of Intellectual Disability and Autism. Nine students were referred to the program through our SCS team and program planning is well underway.

Program Description:

This specialized program will provide students with individualized support in the key areas of communication, self-regulation, and life skills. In addition, students will benefit from an integrated approach to curriculum instruction with opportunities for purposeful and appropriate inclusion in mainstream classroom settings based on student interests, skills, and goals. The classroom will support a community of diverse learners who require an alternative approach to learning that is tailored to their unique abilities and gifts.

Education and Community Partnership Program (ECP) Ministry Monitoring

On May 24, 2023, the Ministry of Education visited our ECP: Nexus Program at Truedell Public School for a monitoring visit. The purpose of the monitoring visit is to ensure the implementation of Ministry Policy as set out in the *Guidelines for Approval and Provision of Education and Community Partnership Program (ECP)* and the monitoring report. We received our final report which indicated effective implementation of Ministry Guidelines as well as exemplary collaboration, communication, and partnership.

Chair McGregor called on SEAC Members for questions.

11. NEXT MEETING DATE

Wednesday, September 13, 2023

12. ADJOURNMENT

MOVED BY: Trustee Lloyd that the meeting adjourn. Carried.

The meeting was adjourned at 6:47 pm.