

EDUCATION, POLICY AND OPERATIONS COMMITTEE MEETING MINUTES – OCTOBER 4, 2023

PUBLIC MEETING

Roll call:

Trustees:	Staff:
J. Brown (virtual) G. Elliott B. Godkin (Vice-Chair) R. Hutcheon (Chair) T. Lloyd K. Maracle (regrets) K. McGregor J. Morning (virtual) J. Neill S. Ruttan (virtual) E. Eckloff (Student Trustee) (regrets) A. O'Keefe (Student Trustee) (regrets) A. Wang (Student Trustee) (regrets)	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 J. Douglas, Communications Officer
Guests:	Recorder:
M. Blackburn, Principal, Educational Services Y. Abdulkareem, Human Rights and Equity Officer R. McDonald, Elementary Equity Curriculum Consultant A. Barrow, Equity and Inclusion Consultant	S. Mitton, Executive Assistant to the Director and Trustee Liaison

Chair Godkin welcomed everyone to the meeting. He began the meeting by reading 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

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

3. Declaration of Conflict of Interest

There were no conflicts declared.

4. Reports for Information

4.1 Special Education Review Update

Superintendent Gillam introduced Principal of Educational Services Michael Blackburn, and thanked him, and the Educational Services leadership team, for their comprehensive work on the Special Education Review. Principal Blackburn noted that this report was shared with the Special Education Advisory Committee (SEAC) in September and acknowledged their support, invaluable contribution, and input for this process. In March of 2023, data was collected from students with special needs and their families. Following this, data was collected from staff, students, families and community partners. Four main categories of response emerged:

Staff Support/ Human Resources

- EA Help
- Individual Help
- Staff Knowledge and Understanding
- Support/Staff

Inclusive and Supportive Culture

- Community and Culture
- School/Home Consultation

Individualized Supports and Accommodations

- Extra Time
- Quiet/Alternative Spaces
- Regulation Tools and Strategies
- Technology

Programs and Programming

- My IEP
- Programs
- Small Group/Peer Support

Principal Blackburn concluded his presentation with the next steps in the process; examining, reflecting further regarding the data collected, and deepening our understanding of the key services and supports that are needed. Voice has been gathered from over 3000 students and families which will be actioned, and also will be crucial in developing the 2023-2024 Special Education Review Monitoring Plan.

Chair Godkin thanked Principal Blackburn for his presentation and called upon Trustees for questions.

4.2 Employee Mandatory Training Overview

Superintendent McWilliams began by explaining how mandatory training for LDSB staff and new hires has evolved and expanded over time. Changes to legislation, as well as new legislation, have an impact on what is included in the annual training requirements. She noted that the content for the annual training requirements are reviewed and considered through the lens of ensuring a healthy, safe, and inclusive environment for staff and students. Superintendent McWilliams reviewed the different categories included in mandatory training received by employees, new hires, emergency hires, lunch yard supervisors, and teacher candidates.

She acknowledged that the annual training and administrative procedure review is quite robust. When new training or procedures are released, it is highlighted and introduced to staff. Quick references, support documentation and resources are available at the forefront for staff to refer back to and to reinforce their learning.

Superintendent Gillam introduced the training on the four prevalent medical conditions: Anaphylaxis, Diabetes, Asthma and Epilepsy. Students with prevalent medical conditions receive plans of care which are widely shared with Limestone staff who have direct contact with the student. Staff are responsible for supporting students by participating in training, following board strategies to reduce the risk of exposure, and adhering to board policies and procedures. All Limestone staff receive training in how to manage prevalent medical conditions.

Superintendent Gillam introduced the Suicide Response Protocol that was released as part of the mandatory training last year. This protocol was in response to the increase in crisis calls and suicide interventions being received by Educational Services.

Associate Superintendent Gollogly reviewed the supports for concussion safety in schools. She explained that concussion safety training is delivered early in the school year with an extensive review of how a concussion is identified, signs and warnings of a suspected concussion, as well as the incident and documentation process. Currently, forms are available for concussions occurring both on and off school property to ensure students are fully supported.

Chair Godkin thanked Superintendents McWilliams and Gillam, and Associate Superintendent Gollogly for their report.

4.3 Equity Action Plan 2nd Edition, 2020-2023

Superintendent McDonnell welcomed the LDSB Equity team which is comprised of Yusuf Abdulkareem, Andrea Barrow, Racheal McDonald, Talya McKenna, and Susan McWilliams. She recalled that the monitoring report was brought to Trustees in October 2022. There are five specific areas of focus that she highlighted for this evening:

- Revised Grade 6 Social Studies Curriculum-Holocaust Education
- Human Rights Video and Poster
- Workforce Census and Sense of Belonging Survey
- Administrative Procedure 352: Student Clothing
- Student Affinity Groups

Y. Abdulkareem stated in an effort to continue the board's commitment to addressing Human Rights issues and empowering Limestone staff and students with knowledge and tools, a video and accompanying poster were created. The video was played for Trustees and the viewing public, and has been shared across the system with students and staff. A Human Rights poster has been created and distributed to complement and to further learning for Limestone staff and students.

Superintendent McDonnell noted that there will be a revision to the current plan heading into 2024 as this is the final year in the current 3-year plan. Student Census data, Sense of Belonging data, Achievement data and student, staff & family voice will assist in this process as the Equity Team begins their revisions for a new 3-Year plan.

Chair Godkin thanked Superintendent McDonnell and the Equity Team and called upon Trustees for questions.

5. **Reports for Action**

None at this time.

6. **Unfinished Business**

None at this time.

7. **New Business**

Trustee McGregor announced that on November 4, 2023 the Eastern Regional Council Meeting will take place in Gananoque. This is a full day with a professional development session in the morning and opportunity to address OPSBA issues and matters affecting school boards in the afternoon.

8. **Correspondence**

None at this time.

9. **Next Meeting Date**

December 6, 2023

10. **Adjournment**

Moved by Trustee McGregor that the meeting adjourn. Carried.

The meeting adjourned at 7:10 p.m.