



AGENDA - REGULAR BOARD MEETING

Wednesday, October 14, 2020 – 6:00 PM

Limestone Education Centre

220 Portsmouth Avenue, Kingston, ON

LINK: <http://bit.ly/LDSBMtgOct142020>

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 his or her 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. MOTION TO MOVE INTO PRIVATE SESSION

2. DECLARATION OF CONFLICT OF INTEREST

3. ACTION ITEMS

3.1 BOARD MINUTES

3.1.1 BOARD MEETING – SEPTEMBER 9, 2020

3.1.2 COMMITTEE OF THE WHOLE (AUDIT) – SEPTEMBER 14, 2020

3.1.3 COMMITTEE OF THE WHOLE (EPOC) – SEPTEMBER 23, 2020

Limestone District School Board

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

4. FOR INFORMATION

- 4.1 SAFE SCHOOLS UPDATE
- 4.2 PROPERTY UPDATE
- 4.3 OPSBA UPDATE
- 4.4 LABOUR UPDATE
- 4.5 LEGAL MATTER
- 4.6 PERSONNEL

5. 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.”

1. ADOPTION OF AGENDA

2. DECLARATION OF CONFLICT OF INTEREST

3. PRIVATE SESSION REPORT

4. CHAIR’S UPDATE

5. DIRECTOR’S UPDATE

6. PRESENTATION: SUMMER LITERACY: READ-A-LOT @ HOME

SECTION A – Matters Requiring Action at the Meeting

Limestone District School Board

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

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7. Consent Agenda

7.1 Board Minutes:

7.1.1 Regular Board Meeting – September 9, 2020 (Pages 5-17)

7.2 Reports from All Committees:

7.2.1 Committee of the Whole (Audit) – September 14, 2020 (Pages 18-21)

7.2.2 Committee of the Whole (SEAC) – September 16, 2020 (Pages 22-28)

7.2.3 Committee of the Whole (Education, Policy and Operations) –
September 23, 2020 (Pages 29-40)

8. Routine Matters

8.1 OPSBA Report – Trustee French

8.2 Report from Student Trustees

9. Reports for Information

9.1 Class Size Fall 2020 – Superintendent Labrie (Pages 41-45)

9.2 Strategic Plan Priorities – Areas of Focus 2020-2021 – Director Burra (Page 46)

10. Reports Requiring Decision

10.1 Closing of School or Class by Board – Director Burra (Pages 47-48)

10.2 Learning Model Update – Director Burra and Superintendent Young
(Pages 49-51)

11. Notice of Motion

None at this time.

SECTION B – Information

12. Internal Reports and Other Communications

Limestone District School Board

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

13. External Reports and Other Communications

- 13.1 Conflict of Interest Complaint, Trustee Elliott's motion to mask JK-Grade 3
(Page 52)

14. COMMUNICATION REFERRED TO COMMITTEE

15. REQUESTS FOR REPORTS AND/OR INFORMATION

- 15.1 Student Trustees Request for Information (Pages 53-55)

16. OTHER BUSINESS

17. OTHER SPECIAL MEETINGS/EVENTS

18. ADJOURNMENT



REGULAR BOARD MEETING MINUTES – SEPTEMBER 9, 2020

PRIVATE SESSION

Roll Call:

Administrative Staff Present:

Trustees:	Staff:
J. Brown G. Elliott L. French (Vice-Chair) T. Gingrich B. Godkin R. Hutcheon K. McGregor J. Morning S. Ruttan (Chair) A. Putnam (Student Trustee) (Regrets) N. Quadir (Student Trustee) (Regrets) Q. Traviss (Student Trustee) (Regrets)	K. Burra, Director of Education A. Labrie, Superintendent of Education and Human Resources C. Young, Superintendent of Business Services
Guests:	Recorder:
None at this time.	W. Moore, Executive Assistant to the Director and Trustee Liaison

1. MOTION TO MOVE INTO PRIVATE SESSION

MOTION: To move into Private Session.

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

2. Declaration of Conflict of Interest

Trustee Elliott declared a conflict as his wife is a teacher with the LDSB. Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

3. Action Items

3.1 Board Minutes:

- 3.1.1 Special Board Meeting – July 6, 2020
- 3.1.2 Special Board Meeting – July 13, 2020
- 3.1.3 Committee of the Whole (EPOC) – August 26, 2020

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

4. For Information

- 4.1 Safe Schools Update – None at this time.
- 4.2 Property Update – None at this time.
- 4.3 OPSBA Update – Trustee French provided an OPSBA update.
- 4.4 Labour Update – Superintendent Labrie provided a labour update.
- 4.5 Legal Matter – None at this time.
- 4.6 Personnel Update – Superintendent Labrie provided a personnel update.

5. REPORT TO PUBLIC SESSION

Chair Ruttan called for a motion for the Board to rise and report.

MOTION: That the Board rise and report, and that the resolutions, as noted above be made public.

MOVED BY: Trustee Garrett and seconded by Trustee Gingrich. Carried.

PUBLIC MEETING

Roll call:

Administrative Staff Present:

Trustees:	Staff:
J. Brown	M. Babcock, Superintendent of Education
G. Elliott	K. Burra, Director of Education
L. French (Vice-Chair)	J. Douglas, Communications Officer
T. Gingrich	C. Downie, Capital Planning and Community Use of Schools Supervisor
B. Godkin	D. Fowler, Manager, Facility Services
R. Hutcheon	S. Gillam, Associate Superintendent
K. McGregor	S. Hedderson, Associate Superintendent
J. Morning	A. Labrie, Superintendent of Education
S. Ruttan (Chair)	A. McDonnell, Superintendent of Education
A. Putnam (Student Trustee) (Regrets)	S. Sartor, Associate Superintendent
N. Quadir (Student Trustee) (Regrets)	J. Silver, Superintendent of Education
Q. Traviss (Student Trustee) (Regrets)	B. Seitz, Executive Lead of International Education
	K. Smith, Communications Officer
	C. Young, Superintendent of Business Services
Guests:	Recorder:
None at this time.	W. Moore, Executive Assistant to the Director and Trustee Liaison

Chair Ruttan stated: “Good evening Trustees, Senior Staff and the viewing public. Welcome to the Regular Board Meeting of the Limestone District School Board of Trustees. My name is Suzanne Ruttan, and I am Chair of the Board and Trustee for South Frontenac.”

Chair Ruttan 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.”

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Before asking for adoption of the Agenda, Chair Ruttan addressed the viewing gallery. “This live event is being held in the main Boardroom at the Education Centre. Trustees Brown, Hutcheon and Morning join us virtually. I have regrets from Student Trustees Putnam, Traviss and Quadir. The remaining Trustees, as well as the Director of Education, and Senior Staff are present here around the horseshoe.”

1. Adoption of Agenda

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

2. Declaration of Conflict of Interest

Trustee Elliott declared a conflict as his wife is an employee of the Board and member of ETFO. Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

3. Private Session Report

Trustee French made the following statement: “In Private Session earlier this evening, the Private Session Minutes from July 6, July 13, and August 26, were approved. The following two motions came from the August 26, 2020 Private Session Meeting:

MOTION: MOVED BY: Trustee McGregor that the Board ratify the tentative collective agreement as presented between the Board and the Ontario Secondary School Teachers Federation, District 27 – Community Education Instructors’ Bargaining Unit. Carried.

MOTION: MOVED BY: Trustee Godkin that the Board ratify the tentative collective agreement as presented between the Board and the Elementary Teachers Federation of Ontario – Limestone Local. Carried.”

Trustee French indicated that at tonight’s Private Session there was a personnel update and labour update provided, with no business that required motions.

4. Chair's Update

Chair Ruttan stated: "Our schools have been welcoming students over the last four days with kindness and understanding. I hope that our students had a super first day whether choosing to learn in a school building or at home.

I would like to acknowledge our Limestone community for believing in our staff, and trust that they will do everything possible to keep students safe. We will continue to work hard to ensure our communities have confidence in public education.

Staff in all roles have given so much of themselves over the last weeks, making classrooms and routines safe and welcoming for new and returning students.

It is with deep appreciation that I express our collective gratitude to Limestone staff for their dedication, comprehensive preparation and positive welcoming to students and families.

I would also like to express my appreciation to senior staff for a summer filled with planning and complex COVID-19 navigation, that includes communications and support staff for keeping our communities informed, and our facilities ready to reopen.

Finally, I would like to thank my fellow Trustees for their governance and advocacy during these unprecedented times.

As one educator posted on their Twitter feed for the first day of school, 'We are going to be brave, and do our best!'

We may not be able to predict the future, but I have full confidence in Limestone's strategic pillars of wellness, innovation, and collaboration to guide all our decisions.

And that concludes my report."

5. Director's Update

Director Burra stated: "Good evening Trustees, and remote audience members watching our live meeting feed. As you know, all staff have been formally back in buildings for at least seven days, and with staggered starts we have had students returning to school since last Thursday. While there are always challenges to a new school year as everyone adjusts to new routines and structures, given the amount of changes that have been implemented

due to COVID-19, it has been impressive to see how students and staff have adjusted to new realities.

Undoubtedly, we will continue to encounter obstacles, and we will need to remain flexible and adapt to changing realities in the coming days, weeks, and months. I know that all staff are doing the best they can, and the strength of Limestone remains the quality of caring and dedicated people we have throughout the system. I would like to share two short videos: the first shows some images from the past few days in schools.”

The LDSB video was shared.

Director Burra stated: “While some questions remain related to the new virtual school, opt-in/out dates, or how students are gathering at break times around secondary sites, there are lots of positive things happening in schools during this most unusual start to the school year.

As we have started the year, I would also like to highlight the significance of partnerships and working with our community partners in supporting families. As just one example, and we shared some of this information with you earlier, our partners at the Food Sharing Project and Rotary’s Isthmus program provided students and families with food boxes and/or grocery gift cards during the school closure period and over the summer months. These organizations worked with the United Way leading up to the start of the school year to provide students in need with backpacks filled with school supplies. Food Sharing staff and volunteers delivered 272 backpacks to 123 families on the summer food list: 133 to students in Kindergarten to Grade 4; 99 to students in Grades 5 to 8; and 40 to students in Grades 9 to 12. We have another 200 backpacks that schools will distribute to students next week. We are grateful to the United Way, the Food Sharing Project, and Isthmus for their ongoing support of students.

I would now like to show you the next video from School Mental Health Ontario speaks to the start of the school year and what really matters.”

The SMHO video was shared.

Director Burra concluded: “Student voice always puts things in proper perspective and places emphasis on what matters most in the work we all do to support students.

In closing, I would like to acknowledge the staff who support our meeting infrastructure and streaming for these meetings, but also acknowledge the tremendous amount of energy and

effort put forward by administrators, teachers, educational assistants, early childhood educators, clerical staff, maintenance staff, and custodial staff in preparing our schools and welcoming students back to face-to-face learning and virtual learning. I would also like to acknowledge all of the bus drivers in our system supporting student transportation. Education is a collective effort and will continue to be a collective effort as we move into the days, weeks, and months ahead. Thank you.”

6. Presentation

Manager Dave Fowler stated that he was proud to present the Capital Projects that have been completed by Facility Services staff, as they predominately worked remotely and conducted site visits during this pandemic. He noted that all of the projects were supported by the Finance Department for tendering the project work and paying our contractors in a timely manner.

Manager Fowler indicated that \$13 million in school renewal projects were completed, which includes 177 projects, involving improvements to 55 LDSB schools. He noted that this does not include maintenance and operational work that was also completed this summer.

Manager Fowler advised that it did however include the following accommodations projects:

- The relocation and purchase of five portable classrooms to adjust for enrolment pressure;
- Renovating the former child-care space at Central Public School to create two more classroom spaces; and,
- Relocating the Bayridge Learning Centre from a leased space to Collins Bay Public School.

Manager Fowler called upon Charlyn Downie, Capital Planning and Community Use of Schools Supervisor, to present to Trustees how Facility Services planned and managed all of these projects and share some pictures of these accomplishments.

Supervisor Downie explained to Trustees that the school renewal categories are comprised of structure, building envelope, interiors, site and services. Services is broken down into mechanical, electrical HVAC, plumbing, and fire systems. Supervisor Downie indicated that staff review considerations for prioritizing projects, such as the impact of component

failure, safety, accommodation, accessibility, program delivery needs, and regulatory compliance.

Supervisor Downie advised that projects such as roofing, masonry, windows, and doors fall under the building envelope, while conveyance, plumbing, HVAC, fire protection and electrical are under the Services funding. Supervisor Downie shared the listing of schools that had building envelope projects in 2019-2020, as well as those that had mechanical projects in 2019-2020.

Supervisor Downie shared some pictures of some projects funded through the Facility Improvement Plan, including, the new accommodation project and the resilient gym flooring at Central Public School. She stated the project at Lord Strathcona Public School, that not only improved the lighting quality in the hallway, but also improved lighting efficiency. This project provided an opportunity for Facility Services staff to put in a suspended ceiling and painting the hallways to board standards. The Napanee District Secondary School office renovations have substantially improved the office efficiency and has created a more professional first impression. It provides flexible workspaces with improved workflows for not only the employees, but also for the students they serve. Supervisor Downie explained that the work at Centreville Public School was necessitated due to drainage issues where water actually infiltrated the school, causing constant damage. This drainage improvement work also served to improve accessibility to the play yard for students, and staff were able to combine this into one project. Supervisor Downie outlined the improvement plan at Tamworth Elementary School, where the old stairs were in very poor condition and this became a valid renewal need. Supervisor Downie stated that typically some projects can be multi-year projects, and the Loyalist Collegiate & Vocational Institute bus loop is a good example of an extension on an extensive project. It was designed to improve traffic flow to accommodate buses and to improve accessibility of the entrances and walkways all the way around the building. Finally, Supervisor Downie shared the photos of the Loughborough Public School and Sydenham High School septic project. This project was much more difficult to design and they had an engineer do that. It is also very typical that it involves multi layers of municipal planning approvals to get this project off the ground. She advised that this year they were able to get into the construction phase and has been a very successful project.

Manager Fowler shared the drone video of Kingston Secondary School that was taken at the beginning of August 2020. Most of the outside work is complete. As the exterior work

nears completion, he noted that there is still some interior work to be completed. The COVID-19 and pandemic unfortunately shut the project down earlier this spring for a period of time, which caused further delays in the opening. We are excited that we will soon be able to get the students and staff into the building to see the finished product because it will be a great school for student learning, now and in the future.

Chair Ruttan thanked and extended her gratitude to Manager Fowler, Supervisor Downie, and the entire facility services team for the extent of the work that has gone on over the summer with all these projects.

Chair Ruttan addressed Trustees to advise that a tour of the Kingston Secondary School has been planned for September 18, 2020. If Trustees can make this work in their schedule, please email the Chair.

Chair Ruttan also indicated that a video will be created of a 'virtual tour' for Trustees who cannot attend the tour so they can watch the video once it has been completed. This would be available later this fall.

Manager Fowler and Supervisor Downie answered Trustee questions.

7. Consent Agenda

7.1 Board Minutes

- 7.1.1 Special Board Meeting – July 6, 2020
- 7.1.2 Special Board Meeting – July 13, 2020
- 7.1.3 Special Board Meeting – August 12, 2020
- 7.1.4 Special Board Meeting – August 20, 2020
- 7.1.5 Special Board Meeting – August 26, 2020

7.2 Reports from all Committees

- 7.2.1 Committee of the Whole (Budget) – July 13, 2020
- 7.2.2 Committee of the Whole (Education, Policy & Operations) – August 26, 2020

MOVED BY: Trustee French and seconded by Trustee McGregor that the Consent Agenda, as presented, be approved. Carried.

8. Routine Matters

8.1 OPSBA Report

Trustee French stated that the weekly Chairs' teleconferences with the Minister of Education have continued. After a significant outreach for regular communication from the Ministry, Trustee French indicated that there has been improvement over the summer. Trustee French noted that the Board of Directors' and the Annual General Meetings will take place later this month and that a further report will be presented after that event takes place.

9. Reports for Information

9.1 Update on School Re-entry Plan

Director Burra stated in the School Re-entry Update, staff wanted to provide Trustees with an update on LDSB's School Re-entry Plan since the last meeting. He did want to highlight a few updates starting with the Virtual School and remote learning. At the elementary level there is a phased-in approach. Once we are able to do a school reorganization, that will largely be based on the data that we collect, families can opt-in or out of face-to-face learning on September 14, 2020.

LDSB has shared a number of resources with educators to enhance their mental health literacy and support their role in the promotion of mental health and wellness for students. These resources are evidence-informed, and supported by our Mental Health Lead and School Mental Health Ontario. These resources are listed in the report.

Director Burra indicated that at the last meeting Trustees may recall that there were some further questions and clarifications as they related to transportation, as Trustees will see an update from Superintendent Young as it relates to transportation.

Director Burra stated that the provincial outbreak protocol was received a couple of weeks ago and KFL&A Public Health released local documents on September 2, 2020. School boards are to communicate information, as outlined in the outbreak protocol, and this will be placed on our website. There are ongoing meetings with public health as it relates to the communication protocol, in the event we do actually have an outbreak. Work continues on a flow chart for communication to understand who gets what and from whom, and this should be wrapped up quickly, based on the Ministry guidance. In addition, there is a brief

communication update that we can provide information on the website. As well, through our Communicate broadcast tool and through the app, we can push information out to families to try to make sure they are receiving as much information as possible.

In the last couple of days, but more so into last week, after the motion was passed, as it related to masks, several operationalization questions arose, so the report includes further detail and update as it relates to information that was shared with staff.

Director Burra and Senior Staff were happy to take questions from Trustees.

10. Reports Requiring Decision

10.1 International Education

Director Burra advised Trustees that the Readiness to Welcome International Students Report is in their package. Executive Lead of International Education, Mr. Bob Seitz, joined the meeting to respond to any Trustee questions. He noted that staff wanted to bring some information as it related to International Education, and the scope of our program, but some of our meetings in the spring were cancelled. Director Burra stated that with respect to the scope of the International Education Program, everything currently is in semi hiatus. At the moment, we still have international students here who did have Visas approved for previous years, and in many cases those students have stayed with us since March. Director Burra indicated that the report is a requirement from the Ministry of Education. There is some background in the report with respect to the number of students that we had here versus the number of students that we normally anticipate. The Ministry, early last week, sent us a specific checklist to complete to ensure that we are in compliance with a number of different provincial stipulations, in the event that the federal moratorium on granting of new student visas expires at some point. Director Burra stated that essentially, we are bringing this information to Trustees because we have done a compliance checklist to ensure that we are in line with all requirements, and certainly some of those are fairly obvious ones. For example, the 14-day quarantine, prior to admission into schools.

Director Burra advised that one of the things the Ministry is requesting is that before they are willing to take this to the federal government to say we have school boards that are ready to receive students and they comply with all of the requirements. The Ministry needs

a formal motion indicating that we are in a state of readiness to receive students.

Executive Lead Seitz, thanked the Director and agreed, that currently we already have students here that have stayed here since March, but also have students who made the decision to leave in March to go home for a number of months and now are already back in the country. Those students have done their two weeks of self-isolation through August and are back in our schools. We are enforcing health requirements to keep our international students safe and we have done that to this point. Executive Lead Seitz wanted to reinforce that any new students that are coming here to the Limestone District School Board that they are going to be safely taken care of. The Protocols for Pre-Departure, Travel and Arrival into Canada document has been vetted by Dr. Kieran Moore, Medical Officer of Health for KFL&A Public Health, in August, before any of the students started to come to Limestone. He indicated that there is a plan not only for students to safely travel here, but also to be taken care of during that 14-day self-isolation, and afterward Executive Lead Seitz was happy to take questions from Trustees.

MOVED BY: Trustee Garrett and seconded by Trustee French that the Limestone District School Board confirms our desire to admit new international students when this becomes possible. In addition, the Limestone District School Board affirms our compliance with the Public Health Institutional Readiness Requirements for admitting new International Education students for face-to-face learning in Limestone schools, and the board confirms the Limestone International Education program meets current federal and provincial requirements for the 2020-2021 school year, and will adjust as necessary if requirements change. Carried.

11. Notice of Motion

SECTION B – Information

12. Internal Reports and Other Communication

13. External Reports and Other Communications

14. COMMUNICATION REFERRED TO COMMITTEE

15. REQUESTS FOR REPORTS AND/OR INFORMATION

16. OTHER BUSINESS

Limestone District School Board

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17. OTHER SPECIAL MEETINGS/EVENTS

The OPSBA Annual General Meeting, usually held in June, was deferred and has now been scheduled for Saturday, September 26, 2020, via video conference.

18. ADJOURNMENT

MOVED BY: Trustee McGregor and seconded by Trustee Godkin that the meeting adjourn.

The meeting adjourned at 9 PM

AUDIT COMMITTEE MEETING MINUTES – SEPTEMBER 14, 2020

PUBLIC SESSION

Roll Call:

Administrative Staff Present:

Trustees:	Staff:
G. Elliott L. French (Chair) S. Ruttan	K. Burra, Director of Education C. Young, Superintendent of Business Services M. Baumann, Manager of Financial Services
External Members:	Recorder & Producer:
L. Huber, KPMG External Auditor P. L'Orfano, Internal Auditor G. Segu, Internal Auditor R. Richard C. Innocente	D. Burns, Administrative Assistant to Craig Young L. Strange, Records Management Coordinator

Superintendent Young began the meeting with opening remarks and by welcoming Trustees, Senior Staff and the viewing public. Superintendent Young 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."

Adoption of Agenda

MOVED BY: Trustee Ruttan, that the agenda, as presented, be approved. Carried.

Declaration of Conflict of Interest

Trustee Elliott declared a conflict as his wife is an employee of the Board and a member of ETFO.

Welcome External Audit Committee Members

Superintendent Young thanked all who expressed interest in the position of external Audit Committee member. Based upon their experience, the selection committee has chosen Ms. Christine Innocente and Mr. Roger Richard. Ms. Innocente brings with her 20 years of experience in accounting and financial management at a senior level. Her experiences range from Not-for-Profits to Crown Corporations, Government, as well as private businesses. Mr. Richard has spent over 30 years in Senior Financial Executive roles for various school boards in Ontario including Limestone and Upper Canada. Mr. Richard sits on the board of governors with St. Lawrence College and School Board's Cooperative Inc. Thank you Ms. Innocente and Mr. Richard for volunteering your time with Limestone District School Board.

Action Items

Election of Committee Chair

The Chair of the Audit Committee shall be a member of the Committee, elected by the members of the Audit Committee at the first meeting of the committee in each fiscal year – Board Policy 10 section 5.43.

Superintendent Young called for nominations for the 2020-2021 Fiscal Year. Trustee Ruttan nominated Trustee French, stating she believes Trustee French would be the best person to mentor and welcome our new external audit committee members with her wealth of experience in the Chair role. Trustee French accepted the nomination of Committee Chair.

No other nominations were presented.

MOTION: To close Audit Committee Chair nominations.

MOVED BY: Trustee Elliott. Carried.

Chair French extended her personal gratitude to the new external members Ms. Innocente and Mr. Richard for their willingness to help the Limestone District School Board Audit Committee.

2019-20 Annual Report on Internal Audit Activities

G. Segu, provided an overview of the 2019-20 Annual Report on Internal Audit Activities. The Regional Internal Audit Team ("RIAT") completed half of its 2019-20 plan and, due to COVID-19, postponed the in-person Strategic Risk Assessment workshop until October 2020. Trustee Elliott inquired if the training will be done in person or online. G. Segu confirmed the current plan is do the training in person; if that is not possible, it will be done virtually.

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2020-21 Regional Internal Audit Mandate

G. Segu, gave an overview of the 2020-21 Regional Internal Audit Mandate. The purpose of the RIAT is to provide independent, objective assurance and consulting services designed to add value and improve the district school boards' operations in the Ontario East Region. It helps the district school boards accomplish their objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes. The regional internal audit activity is established by the Ministry of Education through the annual Grants for Student Needs funding. The oversight role of the Audit Committee of the Board of Trustees over the regional internal audit activity is established by Regulation 361/10.

MOTION: That the Limestone District School Board Audit Committee approves the 2020-21 Regional Internal Audit Mandate-Ontario East.

MOVED BY: Trustee Elliott. Carried.

PRIVATE SESSION

Roll Call:

Administrative Staff Present:

Trustees:	Staff:
G. Elliott L. French (Chair) S. Ruttan	K. Burra, Director of Education C. Young, Superintendent of Business Services M. Baumann, Manager of Financial Services
External Members:	Recorder
L. Huber, KPMG External Auditor P. L'Orfano, Internal Auditor G. Segu, Internal Auditor R. Richard C. Innocente	D. Burns, Administrative Assistant to Craig Young

MOTION: To move into Private Session.

MOVED BY: C. Innocente. Carried.

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2020-21 Regional Internal Audit Plan

G. Segu provided an overview of the 2020-21 Regional Internal Audit Plan.

MOTION: That the Limestone District School Board Audit Committee approves the 2020-21 Internal Audit Plan as presented in Appendix 1.

MOVED BY: R. Richard. Carried.

Outstanding Recommendations as of September 2020

P. L'Orfano provided an overview of the Outstanding Recommendations as of September 2020.

KPMG – Interim Audit Update

L. Huber, External Auditor provided brief update on the external interim audit.

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.

MOTION: To move into public session.

MOVED BY: Trustee Elliott. Carried.

Other Business

None at this time.

Future Meeting Dates

Monday, November 9, 2020

Monday, May 3, 2021

Adjournment

MOTION: To adjourn.

MOVED BY: Trustee Ruttan. Carried.

The meeting adjourned at 6:50 p.m.

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SPECIAL EDUCATION ADVISORY COMMITTEE MEETING MINUTES

SEPTEMBER 16, 2020

PUBLIC MEETING

Roll Call:

Trustees:	Members:
B. Godkin K. McGregor (Chair)	Present: N. Carson, Epilepsy South Eastern Ontario P. Dendy, Member-at-Large S. Henderson-Todd, Lennox and Addington Resources for Children E. Sheldon, Community Living Kingston Regrets: A. Balance, Family & Children's Services, Frontenac, Lennox & Addington D. Jalovcic, Learning Disabilities Association of Kingston C. Roberts, Easter Seals Ontario A. Martin, Member-at-Large (Queen's University) C. Whalen, Family & Children's Services, Frontenac, Lennox & Addington C. Tooley, Down Syndrome Association Kingston
	Staff:
	H. Box, Special Education Program Coordinator T. Vail, Special Education Program Coordinator L. Conboy, Mental Health Lead K. Leggett, Vice-Principal of Educational Services A. McDonnell, Superintendent, Learning for All L. Rousseau, Educational Services and Safe Schools Coordinator D. Scarlett, Principal of Educational Services C. Snider, Special Education Program Coordinator
Guests:	Recorder:
None at this time	J. Senior, Administrative Assistant

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1. WELCOME

Chair McGregor called the meeting to order and welcomed everyone to the meeting including two new Educational Services Staff Members, Special Education Program Coordinators: Cheryl Snider and Tiiu Vail.

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 Bob Godkin that the agenda be approved. Carried.

3. DECLARATION OF CONFLICT OF INTEREST

Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

4. BUSINESS ARISING FROM MINUTES

No business

5. EDUCATIONAL SERVICES SEAC UPDATE

5.1 Educational Services Return to School Supports and Services 2020-2021

Superintendent Alison McDonnell expressed appreciation to our students, parents, staff, and community partners for their resiliency and adaptability.

Educational Services service delivery model during COVID-19 is offered as a hybrid model (face-to-face or virtual). Whether participating in face to face or virtual learning, our students will continue to receive the supports and services that they require.

Limestone has received approximately \$260,000 additional funding for Special Education. This additional funding has been used to hire a 1.0 secondary School to Community Teacher for the Virtual School, a .5 Learning Disability Teacher for the Virtual School and a 1.0 Long Term Occasional Teacher to reduce class sizes at R.G. Sinclair Public School due to the increased number of students in the Learning Disability Program choosing full time attendance at this host site.

The additional funding allocation for Mental Health and Wellness is approximately \$250,000. We are currently considering how best to use these funds by utilizing an equity lens. This information will be shared at our next SEAC meeting in October.

Our community partners will continue to play an important part in the supports and services that are provided to our students. Community partners will be able to enter into our schools if the service that they provide is considered an essential service and is considered a service that a student requires in order to access the curriculum or supports their mental health and well-being. Community partners need to follow all school-based Public Health Guidelines as a minimum requirement. Some agencies may have more stringent requirements for PPE and some agencies may choose virtual service as well.

It has been reinforced with all Educational Services staff that when providing service, students must remain in their cohorts. Supports should occur in the classroom and only outside of the classroom if absolutely necessary.

Additional funding related to COVID-19 was used this summer to provide continued mental health support for students and families within Limestone District School Board for July and August. Social Workers provided support to students on their 2019-2020 caseload which ensured continuity of service. Approximately 52 students choose to engage in the support over July-August.

The additional funding also provided for a Mental Health Support Line this summer. Social Workers and Clinical Consultants provided coverage for the Mental Health Support Line, 4 days a week. Support Line Staff were available for consultation, well-being check-ins, and to assist students/families on navigating resources during the school break. Approximately 22 calls were received over the 7-week period.

Our Clinical Consultants developed 5 modules targeted to parents/caregivers to assist with the transition back to learning. The modules were shared on Twitter and are available on the Limestone District School Board website and YouTube Channel. They focus on building resilience, sleep hygiene, return to in-class learning, and a two-part module on anxiety.

The Ministry of Education also supplied funding for additional Special Education staffing supports for expanded and/or new 2020 Summer Learning. These funds were directed very specifically towards students with special education needs, which resulted in the placement of enhanced supports at the secondary level in summer school including some additional Learning Program Support Teacher time as well as additional teaching supports for our elementary students engaging in virtual in literacy learning over the summer months.

We had a great opportunity to use summer learning money to provide transitions for students with autism who are placed in our four elementary district autism programs. Melissa Boyd-Rupa coordinated an ABA Transition Program that was based on the tenants of the ABA After School Skills Development Program for students in our District Autism Centres. There were approximately 32 students in our 4 District Autism Centres that were offered the opportunity to attend a half day for a week to learn what it would look like and feel like to be back in school with Public Health protocols in place. We received positive feedback from parents and students as well.

During the last two weeks of August, the Student Support Counsellors, Adolescent Care Workers, and Attendance Counsellors supported students to re-establish familiarity with the school environment and return to school routines. Staff met with students and families face-to-face in their schools and, in some cases, met with them virtually.

Three professional learning opportunities are currently being offered to a limited number of elementary EAs and ECEs in the area of mental health and well-being. A similar opportunity is also being provided to a limited number of secondary EAs.

Our Elementary Itinerant School to Community Services Teachers will be supporting students both face-to-face and virtually. At the secondary level, two School to Community Services Teachers will be supporting students virtually through our Limestone Virtual School. We have also hired a secondary in-home support teacher to support students who are receiving supports from School to Community Services who are immune compromised and not able to attend school face-to-face and cannot benefit from virtual learning.

We hired a .5 Learning Disabilities Program Virtual Teacher to support our elementary students who opted for virtual learning. In addition, the continuation of the other 2.5 programs face-to-face across the district are taking place and running well.

In preparation for return to school, LDSB shared a number of resources with educators to enhance their mental health literacy and promote mental health and wellness amongst our students. These resources are evidence-informed and supported by School Mental Health Ontario.

Following Public Health Guidelines, the Intensive Skills Training and BMS Training were completed this August with just under 100 participants. Staff wore face shields, masks, gowns, and gloves to complete all physical requirements for the training certification.

The Ministry announced the new name change of Education Community Partnership Programs for the programs that were formally known as Section 23 and Care Treatment Custody and Corrections. During the summer, communication and meetings with our Community Partners

were held to start up our programs. We have ten programs: 6 connected with Maltby Centre, 1 with Kingston Health Sciences Centre: Hotel Dieu, 2 with Achievement St. Lawrence and 1 with Quinte Detention Centre.

All staff participated in training regarding donning, doffing and disposing of Personal Protection Equipment (PPE). The use of Personal Protection Equipment (PPE) is based on a risk assessment of the task, the individual and the environment. Staff are to wear board supplied masks; students can wear their own masks, but we provide masks if needed. Shields, gowns, and gloves are optional and available for all staff and are recommended for many delegated procedures.

Principal Scarlett answered SEAC Members questions.

6. CORRESPONDENCE

6.1 Hastings and Prince Edward District School Board – E-Learning and Class Size

Correspondence was received from the Hastings and Prince Edward District School Board, dated February 14, 2020, on E-Learning and Class Size. This was provided for information.

6.2 Halton Catholic District School Board – MACSE

Correspondence was received from the Halton Catholic District School Board re: The Ministry's Advisory Council on Special Education, dated, June 20, 2020. This was provided for information.

7. ASSOCIATION UPDATES

7.1 SEAC Report from Easter Seals Ontario

An association update was received from Candice Roberts for Easter Seals Ontario. This was provided for information.

Trustee McGregor asked for attending SEAC Committee Members to provide an update as to how COVID-19 has changed the delivery services of their organization.

E. Sheldon stated that Community Living has done an exceptional job of trying to provide in-home support and alternatives to any form of congregates support and care. The focus has been on pairing people supported with their support staff in very small cohorts in order to protect everyone, which means that things like day programs and respite services have really been limited.

There were no other updates from members.

8. OTHER BUSINESS

8.1 Ministry Updates

8.1.1 Priorities and Partnership Funding

Superintendent Alison McDonnell spoke to the funding sources that LDSB has been made aware of from the Ministry of Education. For this year, we have been once again funded for the Well-Being and Mental Health bundle for approximately \$32,000. This money is very closely tied to the work that Laura Conboy, Mental Health Lead, does and is often associated with professional learning opportunities for our staff and resource acquisition to support students.

We have also been notified by the Ministry of Education that we will continue to receive funding for the After-School Skills Development Program. Melissa Boyd-Rupa has coordinated this program for the past number of years. The funding received is approximately \$72,000, which will allow us to continue to run the program, but with varied changes. At this point, we are not engaging in after school programming due to COVID-19. The program will now be provided to students, who meet the criteria, at their home sites, face-to-face during non-instructional time during the school day. This program will also be available to those students, who meet the criteria, in a virtual format.

Superintendent McDonnell was pleased to state that the funding for the Transition Pilot for Students with Developmental Disabilities is continued for the 2020-2021 school year. The funding of approximately \$45,000 is directed towards supporting our students with developmental disabilities and is very closely tied to the work that Principal Darlene Scarlett and other Educational Services Staff are doing to support our students who access School to Community Services.

8.1.2 Additional Funding Related to COVID-19

The additional funding related to COVID-19 was previously spoken about during the presentation and relates to the additional funding received for Mental Health and Wellness as well as Special Education.

8.2 Reporting Progress: Building our Vision for the Future, Special Education Services in our District

Due to re-entry planning priorities, updates to this document for the 2020-2021 school year will be shared at the October SEAC meeting.

8.3 Member at Large Vacancy

LDSB SEAC has a member at large vacancy. A committee will review the applications and make a recommendation for approval to the Board of Trustees on September 25, 2020. The new member at large will begin in October 2020.

8.4 Presentation Schedule

Chair McGregor asked for feedback from the SEAC Committee Members via email before the next SEAC Meeting on October 21, 2020 around two questions: on whether to continue to have monthly Association presentations or to cancel for now due to COVID-19 restrictions and if there are any recommendations of areas within Educational Services that they would be interested in having staff present to them.

14. NEXT MEETING DATE

Wednesday, October 21, 2020

15. ADJOURNMENT

MOVED BY: Trustee McGregor and seconded by Trustee Godkin that the meeting adjourn.

The meeting adjourned at 6:24 PM

COMMITTEE OF THE WHOLE (EDUCATION, POLICY AND OPERATIONS) MEETING MINUTES – SEPTEMBER 23, 2020

PRIVATE SESSION (Moved to end of the Meeting)

Roll Call:

Administrative Staff Present:

Trustees:	Staff:
J. Brown G. Elliott L. French (Vice-Chair) T. Gingrich B. Godkin R. Hutcheon (Regrets) K. McGregor J. Morning S. Ruttan (Chair) A. Putnam (Student Trustee) N. Quadir (Student Trustee) Q. Traviss (Student Trustee)	K. Burra, Director of Education A. Labrie, Superintendent of Education and Human Resources
Guests:	Recorder:
None at this time.	W. Moore, Executive Assistant to the Director and Trustee Liaison

2. Motion to Move into Private Session (done at the end of the meeting)

MOVED BY: Trustees Godkin to move into Private Session. Carried.

3. Declaration of Conflict of Interest

Trustee Elliott declared a conflict as his wife is a teacher with the LDSB and a member of ETFO. Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

4. Action Items

There were no action items.

5. For Information

- 5.1 Safe Schools Update – none at this time.
- 5.2 Property Update – none at this time.
- 5.3 OPSBA Update – none at this time.
- 5.4 Labour Update – none at this time.
- 5.5 Legal Matter – none at this time.
- 5.6 Personnel Update – two personnel items were discussed.

6. Report to Public Session

MOVED BY: Trustee Garrett that the Board rise and report. Carried.

Report to Public Session will be brought forward at the next regular Board Meeting as the Private Session was moved to the end of the EPOC meeting.

PUBLIC MEETING

Roll call:

Administrative Staff Present:

Trustees:	Staff:
J. Brown	M. Babcock, Superintendent of Education
G. Elliott	K. Burra, Director of Education
L. French (Vice-Chair)	J. Douglas, Communications Officer
T. Gingrich	S. Gillam, Associate Superintendent
B. Godkin	S. Hedderson, Associate Superintendent
R. Hutcheon (Regrets)	A. Labrie, Superintendent of Education and Human Resources
K. McGregor	A. McDonnell, Superintendent of Education
J. Morning	S. Sartor, Associate Superintendent
S. Ruttan (Chair)	J. Silver, Superintendent of Education
A. Putnam (Student Trustee)	C. Young, Superintendent of Business Services
N. Quadir (Student Trustee)	
Q. Traviss (Student Trustee)	
Guests:	Recorder:
None at this time.	W. Moore, Executive Assistant to the Director and Trustee Liaison

Chair French stated: “Good evening Trustees, Senior Staff and the viewing public. Welcome to the Limestone District School Board’s Education, Policy and Operations Committee of the Whole Board Meeting.

My name is Laurie French. I am Vice-Chair of the Board, and act as Chair for this meeting. I represent the Town of Greater Napanee.

The regular complement of Senior Staff is present for this meeting along with Director of Education Krishna Burra and support staff.

Trustees Morning and Brown join the meeting virtually, and we received regrets from Trustee

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Hutcheon, all others are present here in the main board room.”

Chair French read the Acknowledgement of Territory: “We begin with 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.”

Before asking for a motion to adopt the agenda, Chair French advised that the brief Private Session will be at the end of the meeting tonight.

7. Adoption of Agenda

MOVED BY: Trustee Godkin that the agenda, as presented, be approved. Carried.

8. Declaration of Conflict of Interest

Trustee Elliott declared a conflict as his wife is an employee of the Board. Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

9. Reports for Information

9.1 LDSB Spring Tutoring and Summer Programming Update

Superintendent Silver advised that four members of the Senior Team developed the LDSB Spring Tutoring and Summer Programming Update Report. She indicated that there is some background information in the report. She noted that some programming continued and some things had to be changed this year because of COVID-19. Superintendent Silver indicated she will speak to the Credit Programs and Associate Superintendent Gillam will speak about the Non-Credit Programs.

For the Credit component, Superintendent Silver advised that LDSB did run a summer session, the same as every other summer. Trustees may recall that two years ago, the switch was made from in-school learning to strictly e-learning, and so staff did not have to change the summer school program this year. This year summer session did have an increase in the number of students who took summer school. Almost 500 credits were granted through Summer Session e-Learning in

July, as well as a number of credits granted through cooperative education. Superintendent Silver stated that because we are very lucky to live in Kingston where there has been very few cases and no community transmission, the board was able to offer co-op placements in the community with employers. Many boards were not able to do that given their transmission rates. Safety training for students was provided to them, along with PPE. They had over 100 students in the community this summer getting co-ops, which is great for students. Most boards did have to give up their face-to-face and go to virtual learning.

Associate Superintendent Gillam stated they were excited to run the Focus on Youth Program as they were very concerned during the spring planning that the summer camps would not happen. The Boys and Girls Club hired 15 “at-risk” secondary students from across the district, to be Leaders and Recreational Assistants at six camps offered by the Boys and Girls Club this summer. The camps served two hundred four to five year olds and one thousand six to 12 year olds. Slowly as summer progressed, families were more comfortable sending children to camps. Nine employees worked at the La Salle Intermediate & Secondary School site supporting children’s programming but also learning employment skills and implementing community service projects. For example, video materials were created for the Cataraqui Region Conservation Authority, and a community food drive took place during the summer, which raised 400 pounds of food for the local food bank. Superintendent Gillam advised that informative videos of local agencies were translated to Arabic for newcomers.

Superintendent Silver and Associate Superintendent Gillam responded to questions from Trustees.

Associate Superintendent Sartor presented on both the Spring Tutoring and the Summer Learning Program. She indicated that the program needed to pivot from an in-class model to remote delivery that did encompass some groundbreaking work from the team. The work focused on a continued dedication to student learning, as well as wellness and engagement. Spring Tutoring happened right at the time when everyone was moving towards emergency remote learning. Associate Superintendent Sartor indicated it was an incredibly successful program that was supposed to run from May through June and ended up continuing for most of the summer. For many students, the remarkable benefit of Spring Tutoring was that the board was able to serve many communities it was not able to serve in the past. The students received

letters and they wrote letters back and forth. Communication also happened through virtual meetings and over the phone.

Associate Superintendent Sartor stated that the board did not know if the Summer Literacy Camps program would be funded until the beginning of June. Also, there was no indication from the Ministry whether they were intending for the program to be virtual or in-class, and they had to prepare for both. They ended up doing some virtual learning and, again, it was a tremendous success. There was incredible growth in students' literacy. Associate Superintendent Sartor will be bringing a presentation to Trustees on that next month, where exact numbers can be provided. Perhaps the best part of the summer learning program was having the opportunity for partnerships. One such partnership was with Candace Lloyd, who is an Indigenous Knowledge Keeper, and instructors received training on Indigenizing Online Learning. Associate Superintendent Sartor stated that as a result of additional funding, LDSB was able to hire one of Limestone's Speech Language Pathologists to support the development of individual and targeted planning instruction for each student in the program.

Superintendent McDonnell stated she was pleased to share some information with Trustees that Educational Services has collected through summer learning supports for students with special education needs and mental health needs. She indicated that for the first time, the Ministry of Education has offered a Summer Program Transfer Payment Agreement to provide summer learning opportunities for student with special education needs and mental health needs. This was directly related to a focus on ensuring a very successful transition back to school for students with special needs and those with complex mental health needs as well. Each district school board was provided with a particular amount of funding, and then each school board made decisions based on the needs within their communities. The data collected through emergency remote learning and through our Educational Services staff, guided decisions on how best to meet those needs.

Superintendent McDonnell stated that there were a number of different programs that ran throughout the summer. The first program was one that provided an opportunity for students who were receiving social work support, or counselling support prior to school closure and during emergency remote learning, to continue with that support over the summer. This support was to ensure that there was continuity of service and that our community partners were not impacted

by need to transition students out of school-based support into community support, at a time where it was difficult to do so.

Superintendent McDonnell indicated that LDSB was also able to provide a Mental Health Summer Support [phone] Line, staffed by social workers and clinical staff for all students in LDSB to provide consultation support and support in navigation to community mental health supports during July and August.

They also provided any parent or student in the Limestone District School Board, who felt that they may need some support, on any related issues that they may be dealing with about COVID-19, or something else in their family, with the opportunity to connect with a clinician. She stated that Educational Services heard very clearly from parents and staff during emergency remote learning that parent and caregivers required support, as well, in order to successfully transition their children back to school from emergency remote learning. They devoted an enormous amount of time over the summer developing modules and those modules were posted to our Limestone District School Board website.

Superintendent McDonnell advised that LDSB offered a summer ABA transitions program for students in the district autism centres. She noted that there are four elementary centres and each of those centres (Lancaster, Welbourne, Holsgrove and Cataraqui Woods District Autism Centres) had 23 students in total participating in half-time programming for one week. This opportunity provided students to learn more about what school would look like for them when they returned.

Superintendent McDonnell stated that funds were designated to support general transition for students with special education needs into schools. Educational Services staff and school-based staff provided support to teachers and Administrative staff during the week of August 24-28, 2020 to ensure successful transition back to school.

Superintendent McDonnell and Associate Superintendent Sartor responded to questions from Trustees.

9.2 Financial Update

Superintendent Young advised that at the Board meeting on August 20, 2020, Trustees approved the use of \$2,465,397 of LDSB's accumulated surplus. This, combined with additional Ministry of Education funding for COVID-19, has equaled to \$7,319,754 of new funding for the 2020-2021 school year.

As requested by the Board of Trustees, staff have assembled a budgetary template of expected expenses that will be incurred in the current school year. These expenses will address the COVID-19 pandemic responses, as well as meeting the expectations of our various collective agreements.

Due to the pandemic, LDSB is forecasting a reduction in the estimated enrolment of approximately 170 students at both the elementary and secondary level. Included in the template are the adjustments for the reduced Grants for Student Needs (GSN) funding as a result of the decreased enrolment. The reduction in revenue is currently forecasted to be approximately \$2 million.

When the reduction in revenue due the decreased enrolment is factored into the budget, the accumulated surplus (approved by Trustees) will be required to balance the budget.

9.3 Clear Barriers

Superintendent Young advised that Trustees did request staff to investigate the potential of installing clear rigid barrier shields on student work tables and desks within Limestone District School Board's classrooms, focusing on feasibility. He stated that he would not go through the entire background of the report, but pointed out that while the barriers would be a control in mitigation practices, by including a layering on of controls, of which clear barriers would be another control, they do not eliminate the requirement for masks. The other important piece to note is that LDSB's plan was endorsed by public health without the inclusion of physical barriers on students' desks or tables.

Superintendent Young directed Trustees to the listing of benefits to barrier shields and the limitations to barrier shields. He indicated that staff were tasked with determining the costs of providing rigid barriers for all student desks and tables in the Board. The costs are as follows:

- Approximately 695 JK & K tables in LDSB;

- Table dividers range from \$130-\$230 / unit + shipping depending on material;
- Cost for tables = \$90,000 - \$160,000;
- Approximately 16,725 desks in LDSB;
- Desk dividers range from \$60-\$120 / unit + shipping depending on material;
- Cost for desk dividers = \$1,025,000 – \$2,050,000.

Superintendent Young noted that those are the capital costs, but there would also be operational costs. He stated that to clean and maintain the proper visibility through the dividers, they will require cleaning on a daily basis by custodial staff. This cleaning would require an additional 15.5 custodians, at an annual operating cost of \$975,000.

Superintendent Young advised that all manufacturers recommend that their material be cleaned with mild soap and water. It is currently unknown how the various materials will perform with the rigors of daily cleaning with the anti-viral cleaning products that are currently in use today to disinfect and protect against COVID-19 spread.

Superintendent Young responded to Trustee questions.

10. Reports for Action

10.1 Appointment of Special Education Advisory Committee (SEAC) Member-at-Large.

Superintendent McDonnell advised that should a seat or position on a Special Education Advisory Committee (SEAC) becomes vacant, the Board shall appoint a qualified person to fill the vacancy for the remainder of the term of person whose seat or position has become vacant. Superintendent McDonnell advised that one of the members of SEAC resigned a number of months ago, because they accepted a position within our Board and members on SEAC cannot be employees.

Expressions of interest were received, and a small committee of Trustees reviewed the applications. Trustees considered the following motion.

*MOTION MOVED BY: Trustee McGregor that the Board appoint a member-at-large; and further,
That the Board ensure an overall balanced membership by including community partners, educators with expertise, and parent voice within a wide community network, by*

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*appointing the following nominee as a member-at-large to SEAC: Constance Carriere-Prill (Parent) - New Nomination; and further,
That a motion naming the new SEAC member be made public. Carried.*

10.2 OPSBA AGM

Chair French advised that the OPSBA Annual General Meeting, normally scheduled in June will be held September 25-26, 2020, with the Board of Directors Meeting on Friday, September 25, and the Annual General Meeting, elections regional meetings at different points on Saturday, September 26. With respect to the OPSBA Elections, candidates will be elected via virtual process, similar to the election process when ratifying a provincial agreement. There are three candidates for the position of President and four for the position of 1st and 2nd Vice-Presidents. Chair French advised that within our Eastern Region the positions for Regional Vice-Chair and alternate for Education Program are vacant. She asked Trustees, if they were participating virtually to ensure they listened to speeches of all candidates and check out the biographies online. As our Board's voting delegate, she encourages all Trustees participating, to pass on their feedback and comments to her either by email or texting. If any Trustee have any difficulty in finding the information or online bios, please reach out to her.

Chair French also wanted to seek input on the member board policy resolutions slated for consideration at the OPSBA 2020 AGM. She noted that Policy Resolutions may be submitted by member boards for consideration during the Annual General Meeting. Chair French advised that four motions were being considered and wanted to touch on OPSBA staff and Executive Council's comments following their review.

- (1) School Trip Guidelines, research, and recommendations – submitted by Near North DSB. Executive Council members identified this resolution as being operational in nature. A significant degree of alignment on safety guidelines among school boards already exists and OPHEA provided resources for local boards.
- (2) Anti-racism Advocacy and Action Plan – York Region DSB – supporting the work of district school boards with regard to anti-Indigenous and anti-Black racism be a priority and focus of advocacy work. Staff and Executive Council supports this motion.
- (3) School Board Member Code of Conduct Policies – Ottawa-Carleton DSB - Executive Council does not endorse this motion as they believe that the current funding provides for significant penalties for a breach of a board code of conduct.

- (4) Ontario Student Trustees' Association (OSTA-AECO) Annual Fees – Ottawa-Carleton DSB – that OPSBA support and advocate for the recognition of annual fees for membership in the Ontario Student Trustees' Association (OSTA-AECO) in the determination of funding for school district governance in the provincial Grants for Student Needs. The Executive Council recommends referring this motion to the Student Council Liaison Committee for further study and recommendations.

Chair French wanted to ensure Trustees had the full information and understood the process for this year. If there are any questions or comments to that, she would assist. Similarly, if Trustees have any questions or thoughts afterwards, they should contact her. She will be available by email and text during the meeting.

Trustee Ruttan indicated that she would not be able to attend however, she reiterated that as Chair French is Limestone's voting delegate, and we only have one person who does the voting, after reading the bios please do not hesitate to provide your thoughts to Chair French.

Trustee Gingrich advised that he will be putting his name forward for the Eastern Regional Vice-Chair and will be submitting the paperwork tonight. He wanted all Trustees to be aware.

Section B – Information

11. Internal Reports and Other Communications

12. External Reports and Other Communications

13. Other Business

Chair French advised that we do have a matter under Other Business, before moving into Private Session, and asked the Chair of the Board, Suzanne Ruttan if she could share this with Trustees.

Trustee Ruttan advised that this item was an information item for everyone. She indicated that she received a letter on September 23, 2020, from a constituent, citing a conflict of interest regarding one of our Trustees. The letter has gone to Agenda Setting and will be placed on a future meeting agenda. The Trustee in question is aware, and the letter is somewhat public, because it has been posted on a Facebook page, so she wanted to share it with all Trustees. Everyone will have a

chance to hear about this and to discuss this at a future Board meeting, once it goes to Agenda Setting.

14. Next Meeting Date – Regular Board Meeting, October 14, 2020

15. Adjournment

MOVED BY: Trustee McGregor that the meeting adjourn. Carried

The meeting adjourned at 6:14 p.m.



ADMINISTRATIVE REPORT: CLASS SIZE FALL 2020 BOARD MEETING

October 14, 2020

Purpose

To provide the Board of Trustees with the current status of class sizes in both the elementary and secondary panels.

Background

As a result of the COVID-19 pandemic, the Limestone District School Board established the LDSB Virtual School to accommodate students who have decided to opt for remote learning for the start of the 2020-2021 school year. There are about 2,000 students, or 10 per cent of the Limestone student population, that have opted for remote learning via the LDSB Virtual School (Elementary & Secondary). There has also been an increase in the number of families electing to home-school their students.

The Board has approved the use of reserve funds, in addition to funding from both the federal and provincial governments, as required, to help maintain staffing levels in the system. Due to lower student enrollment in Limestone this year, the Board will receive less funding than was originally budgeted, thereby reducing the amount of funds available from reserves. The Board has, however, not reduced staffing as a result, and therefore we are supporting smaller class sizes than we have in previous years.

Current Status

Attached to this report is a chart showing the number of students attending face-to-face learning per school, as well as the number of students attending the LDSB Virtual School from each home school.

Elementary Panel:

Currently, regulation requires that Kindergarten classes be staffed at an average of 26, with a cap of

29 students. Primary classes are capped at 20 with allowance for 10 per cent of all classes to be as high as 23 students, and junior/intermediate classes across the Board must average 24.5 or lower. Currently Limestone's Kindergarten classes average is 23.8 students. Primary classes are all at 20 or below with 9.1 per cent that are between 20 and 23, and our junior/intermediate class average is 24.39. Relative to last year, classes are smaller. In 2019-2020, our Kindergarten average was 24.70. For our primary class size, we met the requirements, and our junior/intermediate average was 24.43.

Secondary Panel:

In the Secondary panel, class sizes vary greatly based on the nature of the program being offered. For example, e-learning classes are capped at 35, Grade 11/12 university stream classes can be staffed as high as 34, while technology classes are capped at 20, and some literacy and English as a Second Language (ESL) classes are capped at 14. Overall, the system is provided with funding based on a ratio of 23:1 which has little to do with the actual class size limits allowed for by collective agreements. Currently, our district class size average is 17.19 in face-to-face classes and 25.89 in LDSB Virtual School classes. Last year our class size average across secondary schools was 18.95. The reason for this rather significant reduction from last year to this year is the same reason that average class sizes in the elementary panel are lower this year. We did not reduce our staffing levels even though the number of students being served are fewer.

Recommendations

That this report be received for information.

Prepared by: Andre Labrie, Superintendent of Human Resources

Reviewed by: Krishna Burra, Director of Education

Attachment: Remote Learners Per School, September 23, 2020
Secondary Enrolment Data as of September 22, 2020 – In School and Remote

Remote Learners Per School
September 23, 2020

Bayridge Family of Schools	Virtual Learners	Face to Face Learners	Total
Bayridge P.S.	32	326	358
Cataraqui Woods E.S.	36	357	393
Lancaster Drive P.S.	32	357	389
R.G. Sinclair P.S.	24	225	249
Truedell P.S.	21	216	237

Ernestown Family Of Schools	Virtual Learners	Face to Face Learners	Total
Amherst Island P.S.	0	27	27
Amherstview P.S.	52	595	647
Bath P.S.	21	253	274
Fairfield P.S.	12	231	243
Odessa P.S.	27	314	341

Frontenac Family of Schools	Virtual Learners	Face to Face Learners	Total
Collins Bay P.S.	12	76	88
J.R. Henderson P.S. (English)	40	590	630
Holsgrove P.S.	35	181	216
Module l'Acadie	10	200	210
Welborne P.S.	52	377	429

Granite Ridge Family of Schools	Virtual Learners	Face to Face Learners	Total
Granite Ridge E.S.	33	126	159
Land O' Lakes P.S.	22	89	111

KSS Family of Schools	Virtual Learners	Face to Face Learners	Total
Central P.S.	9	212	221
Marysville P.S.	0	24	24
Module Vanier P.S.	12	225	237
Molly Brant P.S.	70	323	393
Rideau P.S. (Immersion)	33	383	416
Sydenham P.S.	16	108	124
Rideau Heights P.S.	33	203	236
J.G. Simcoe P.S.	46	135	181

LaSalle Family of Schools	Virtual Learners	Face to Face Learners	Total
Glenburnie P.S.	11	113	124
Joyceville P.S.	12	165	177

Remote Learners Per School

September 23, 2020

LaSalle	16	114	130
Sir John A. MacDonald P.S. (English)	105	701	806
Storrington P.S.	20	195	215

LCVI Family of Schools	Virtual Learners	Face to Face Learners	Total
Calvin Park P.S.	24	369	393
Centennial P.S.	33	192	225
Lord Strathcona P.S.	22	173	195
Polson Park P.S. (English)	58	392	450
Winston Churchill P.S.	23	218	241

Napanee Family of Schools	Virtual Learners	Face to Face Learners	Total
Centreville P.S.	8	102	110
Enterprise P.S.	9	109	118
Selby P.S.	25	225	250
Southview P.S.	41	548	589
Newburgh P.S.	1	129	130
Tamworth P.S.	29	97	126
The Prince Charles School- English	54	410	464

North Addington Education Centre Family of Schools	Virtual Learners	Face to Face Learners	Total
Claredon Central P.S.	12	28	40
North Addington Education Centre	40	180	220

Sydenham Family of Schools	Virtual Learners	Face to Face Learners	Total
Elginburg P.S.	17	232	249
Harrowsmith P.S. (English)	20	345	365
Loughborough P.S.	12	387	399
Perth Road P.S.	21	285	306
Prince Charles P.S.	9	154	163

Total	1302	11763	13065
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Secondary Enrolment Data as of September 22, 2020

In School and Remote

School	# In-School	# Remote
Bayridge Secondary School	455	72
Ernestown Secondary School	384	44
Frontenac Secondary School	850	77
Granite Ridge Ed. Centre	138	18
Kingston Secondary School	872	112
LaSalle Secondary School	648	53
L.C.V.I.	579	55
North Addington Ed. Centre	138	5
Napanee D.S.S.	829	73
Sydenham H.S.	596	40
Totals	5,489	549

Strategic Action Plan: 2020 – 2021

Pillars	Goals	Area of Focus
 Wellness	To improve student achievement and well-being, we will: 1. Implement positive physical, mental and emotional health strategies. 2. Promote diversity and foster a sense of belonging. 3. Provide safe, inclusive and respectful learning environments.	W1.1 Healthy Schools (Including COVID Response) W1.2 Mental Health W1.3 Outdoor Education W2.1 Accessibility W2.2 Equity & Inclusion W2.3 International Education and Second Language Development W3.1 Health & Safety W3.2 Safe Schools Prevention & Intervention W3.3 Capital Improvements
 Innovation	To improve student achievement and well-being, we will: 1. Cultivate problem solving, creative and critical thinking skills. 2. Differentiate programming to support individual learning needs. 3. Advance relevant and engaging learning experiences to support all pathways.	I1.1 Environmental Sustainability I1.2 Literacy I1.3 Mathematics I2.1 Experiential Learning I2.2 Leadership Development/Succession I2.3 Universal Design for Learning I3.1 Alternative & Continuing Education I3.2 Technologically Enhanced Education I3.3 Expanded Opportunities
 Collaboration	To improve student achievement and well-being, we will: 1. Work with families to support every student's learning journey. 2. Maximize student engagement in classrooms and schools. 3. Enhance partnerships with parents/guardians, employees, government and community groups.	C1.1 Enrolment Analysis C1.2 Enhanced Communications C1.3 Parent Engagement C2.1 Indigenous Education C2.2 Student Voice C3.1 Early Years/Childcare C3.2 Labour Relations C3.3 Human Resources Process Enhancements

Mission Statement

We prepare students within safe and inclusive environments to embrace a changing world as lifelong learners and informed, responsible citizens.

Vision Statement

Together we embrace and foster engaging and innovative learning where everyone achieves success and well-being.



ADMINISTRATIVE REPORT: CLOSING OF SCHOOL OR CLASS BY BOARD

REGULAR BOARD MEETING

October 14, 2020

Purpose

To ensure the Board of Trustees are aware of the potential need to close a school, or schools, in the event of staff absences due to illness, quarantine, or other absences. If such circumstances arise, and the board/schools have exhausted formal and emergency occasional teachers, closing a school or schools may be necessary for safety reasons. It should be highlighted that this action would only be taken in exigent circumstances as a last resort.

Background

Historically, the Board has passed similar motions due to other extreme circumstances. In the event of a spike in COVID-19 cases locally, as witnessed in other jurisdictions, either Public Health or the Ministry of Education may close schools and move students and staff into a remote learning model. However, if there is an increase in illness or staff unable to report to work due to pre-screening locally, a single school, or schools, may have to be closed due to insufficient staff being available. Closure of any school(s) would not occur until it was clear occasional/casual employees are unable to fill vacant positions and a clear safety issue is present. The following information from the Education Act provides guidance and authority for a school or class to be closed by the board.

Education Act Reference:

Closing of school or class by board:

19 (1) A board may close or authorize the closing of a school or class for a temporary period where such closing appears unavoidable because of,

- (a) failure of transportation arrangements; or
- (b) inclement weather, fire, flood, the breakdown of the school heating plant, the failure of an essential utility or a similar emergency. R.S.O. 1990, c.E.2, s. 19.

Recommendations

That Trustees pass the following motion:

MOTION: For school operations and the safety of students in the 2020-2021 school year, if at such time as the safety and security of students becomes compromised as a result of insufficient staffing at a school, or schools, due to staff illness, quarantine, or cumulative other causes, the Director of Education be authorized to close one or more schools, per Section 19(2) of the Education Act.

Prepared by: Krishna Burra, Director of Education



ADMINISTRATIVE REPORT: LEARNING MODEL UPDATE REGULAR BOARD MEETING

October 14, 2020

Purpose

To provide Trustees with an update regarding the sustainability and potential implications of maintaining two viable models of learning: conventional face-to-face and virtual.

Background

Policy/Program Memorandum (PPM) 164 was released in the middle of August 2020, and outlined the Ministry of Education's expectations regarding school boards providing virtual synchronous and asynchronous learning for students/families choosing to not attend school. As of September 22-23, 2020, Limestone had 1,302 virtual elementary students and 549 virtual secondary students. As of October 8, 2020 we have almost 200 additional elementary students and 50 additional secondary students wanting to access the LDSB Virtual School. There are a small number of virtual elementary and secondary students wanting to move back to face-to-face classes. Numbers may change further depending on how the pandemic evolves in the area.

From an educational perspective, being unable to quickly honour family requests for a change of model is extremely problematic. At the same time, the ramifications for the system in honouring multiple entry/exit points are also unignorable.

Based on the collective bargaining agreement with ETFO, Limestone reorganized schools toward the end of September to serve virtual elementary learners. The first date for transition was established in September to align with the agreement, and to maximize family choice until that date. Based on the financial update provided at the September 2020 Education, Policy and Operations Committee meeting, Trustees are aware that we are utilizing the additional provincial funding and the reserves to 1% of operating revenues approved by Trustees to maintain current staffing levels in the system, even though overall enrolment is down approximately 200 students.

Current Status

To date, we have not provided another specific date for elementary families to move from one model of learning to the other. The ETFO Collective Bargaining Agreement only considers the September reorganization and no further guidance has been provided by the Ministry of Education. Secondary families have the ability to move between the models from one octomester block to another. However, virtual secondary classes are now full, and additional requests may not be possible moving into Block 3 or subsequent blocks without an equivalent number of students moving in the opposite direction.

Based on class sizes in the elementary virtual school, we cannot accommodate the current number of students wanting to move to that model of learning without conducting another elementary school reorganization. Increased numbers at another time during the school year might require further reorganizations to provide families with choice at different intervals. Given the mental health and well-being toll of school reorganizations on students, families, and staff; and the fact we are in the midst of a global pandemic, we do not view another, or repeated, reorganization(s) as a viable solution. The Ministry of Education stated in August that families would have opportunities to move between models of learning without any dates being provided. As indicated, thus far, no further Ministry direction has been provided to school boards on this issue.

To accommodate the movement of additional elementary students to virtual learning, only two options exist: (a) classroom teachers in schools continue to support students wanting to move to virtual learning in a synchronous and/or asynchronous fashion, while continuing to serve the students in the classroom, or (b) more elementary staffing is provided through additional use of currently allocated reserves. Short of a reorganization, depending on the number of students wanting to pursue virtual learning, Limestone may face a situation where both (a) and (b) above must be utilized at some point during this school year.

Several school boards have tasked classroom staff with providing support for all models of learning: face-to-face, synchronous, and asynchronous. From a teaching and learning perspective, we do not believe this is an ideal model of learning for students, and places significant, increased workload on teachers. However, this model does maximize family choice in moving between models over the course of the year. Media reports from across the province have highlighted the challenges school boards face in complying with PPM 164, while staying within funding parameters in the face of the COVID-19 pandemic.

Next Steps

In order to have the financial ability to potentially execute option (b), LDSB will need to access additional accumulated surplus. It is expected that the surplus from the 2019-2020 school year will more than exceed 1% of operating revenues for 2020-2021 school year. School boards have the ability to access their accumulated surplus up to 2% of operating revenues to address COVID-19 expenses.

On August 20, 2020 Trustees approved the use of \$2.465 million to address COVID-19 related expenses. At the September 23, 2020 Education and Policy Operations Committee meeting, trustees were provided with a financial update detailing the expenses and lost revenue (due to lower enrolment) that would utilize the entire accumulated surplus amount approved for use at the August 20, 2020 meeting.

For LDSB to potentially implement option (b) to accommodate additional virtual learners without a staffing reorganization, Board approval to utilize their accumulated surplus of up to 2% of operating revenues would be required.

It should be noted that until October 31, 2020, when enrolment is finalized, along with the commensurate funding, if the goal is to maintain current staffing levels in schools while accommodating additional virtual learners, any remaining additional funding should be focused on staffing costs and other contingencies tied to the pandemic.

Assuming no further funding from the province, it should also be noted that once this additional LDSB funding is utilized, option (a) may have to be utilized at some point later in the year to accommodate additional demand for the virtual model.

Recommendations

That the Limestone District School Board approve amending the budget to use their Accumulated Surplus of up to 2% of operating revenues to a value of \$4.93 million (including the \$2.465 million previously approved) to address the increasing COVID-19 expenses in the 2020-2021 budget year.

Prepared by: Craig Young, Superintendent of Business Services

Reviewed by: Krishna Burra, Director of Education

To: Suzanne Ruttan, Chair, Limestone District School Board

ruttansu@limestone.on.ca

From: Michael Pritchard, Parent LDSB student

mikepritchard210@hotmail.com

Date: 21 Sept, 2020

Subject: Conflict of Interest Complaint, Trustee Elliott's motion to mask JK-Gr.3

Dear Chair Ruttan,

I am writing to express my concern with the passage of the motion to make masking Junior Kindergarten to Grade 3 students mandatory in the Limestone District School Board (LDSB). Trustee Elliott proposed this motion at the Special Board Meeting on August 26th, 2020. When he proposed this motion, a conflict of interest occurred worthy of investigation by the Board.

Trustee Garrett Elliott has erred and breached sections 6, 18 and 19 of the Trustee Code of Conduct, LDSB Policy #5. Trustee Elliott is married to an employee of the Board, April Elliott, who is also the Secretary of the Elementary Teachers Federation of Ontario (ETFO) Union's Limestone Local. The motion Trustee Elliott proposed is the verbatim position of the ETFO. They have been vocally advocating and lobbying governments to mandate the masking of all students, regardless of age. Trustee Elliott bringing forward the identical position of the ETFO local, in which his wife acts in an executive role, is a clear breach of the Trustee Code of Conduct. Trustees are not elected to represent the interests of the teachers' unions on the school board.

I suggest that the motion to mask JK-Gr3 be overturned and reexamined by the Board. Masking harms our youngest students. This rushed LDSB policy goes against the guidelines set out by most health authorities in the world, including: the benchmark SickKids' *Guidance for School Reopening*, Ontario Ministry of Health and both the World Health Organization and European Centre for Disease Control's recommendations. Greater scrutiny of the reasons for this policy, with declared conflicts of interest, will lead to a different conclusion by the Board.

Sincerely,

Michael Pritchard, Parent, Grade 3 Student, LDSB

On June 1, 2020, the Limestone DSB Board of Trustees and former Director of Education Debra Rantz released the following statement addressing anti-Black racism: "We know there is a lot of work to do in our system, and in our communities. We recognize our obligation to listen and learn from our students, staff, and community to help create a sense of belonging for everyone. As a school district, we will work together to confront and challenge privilege, and break down barriers that perpetuate racism."

It should be noted that the deaths of George Floyd and Regis-Korchinski-Paquet in May of 2020 were not isolated incidents in that they represent the ongoing oppression and systemic racism faced by Black and Indigenous peoples in Canada in which the education system plays a role. Historically, the education system, as a whole, has failed Black and Indigenous students on numerous occasions and has been an active perpetrator of anti-Black and anti-Indigenous racism for far too long.

Fifteen incidents of racism within LDSB schools were reported through student voice collection by Student Trustee Quadir from various students across the Board plus data from previous Student Voice.

The following requests for further information were written in consultation with and supported by LDSB students and the LDSB Equity and Inclusion Consultant.

We recognize all flexible PA days for 2020-21 have been utilized and professional learning for staff through release time will be a challenge to provide any training in the 2020-21 school year. However, in June 2020, the Board of Trustees requested a follow up staff report related to anti-Black Racism with specific reference to safe schools procedures. As a follow up to this previous request, and assuming no significant disruptions to the school year like experienced in the 2019-20 school year, the three student trustees request the following information [(a) to (o)] outlined below be part of upcoming staff reports in the 2020-21 school year:

- (a) Understanding this is a mid-to-long range plan, strategies and action items to make hiring more racially representative to acknowledge the importance of students seeing themselves reflected in our schools including positions of leadership.
- (b) Reviewing the hiring and interview process to ensure the integration of an anti-racism lens.
- (c) The board plan for disaggregated race-based student data collection and public reporting for the LDSB to gain perspective into the lived experiences and issues of racialized populations in our board and share their findings with the community.
- (d) The board plan to disaggregate race-based student data with all other sources of achievement, and wellbeing data with a lens toward ultimately addressing disparities and disproportionalities.

- (e) A plan for how Limestone can integrate an anti-Black and anti-Indigenous racism lens into present processes and mandates of the board, including but not limited to administrator meetings, NTIP, school improvement plans, human resources teams, mental health teams, safe schools teams, safe schools procedures and responses, math teams, and literacy teams as well as across all work forces throughout the board including but not limited to office staff, facilities services, custodial, and IT staff.
- (f) The Limestone plan to build confidence among all staff to initiate and navigate discussions about race and racism in our schools and in the classroom.
- (g) A communication plan for teaching staff with a specific focus on those with racial justice-related materials in their curriculum (i.e. English, History, Geography teachers) to educate them on how to better address and discuss the use of racial slurs in educational material (texts, films, articles, speeches, etc.), including those from Black/Indigenous/People of Colour (BIPOC) authors and producers.
- (h) The staff plan to better address the mental health needs of Black, Indigenous, and racialized students.
- (i) A staff review of the Human Rights Resolution Process to ensure that it includes a human rights lens via a third party mediator or some other structure(s) for support throughout the process.
- (j) How it can be ensured LDSB reports and policies to go through a racial equity lens and an anti-oppressive lens prior to publication.
- (k) A plan for how infrastructure can be put in place to address equity needs across all workforces, departments, and portfolios within the LDSB in the form of a full time human rights and equity advisor reporting to the Superintendent Education with responsibility for Equity, and the Director of Education.
- (l) A plan for engaging and providing voice for racialized students and staff through a committee and/or other structures.
- (m) A plan for Limestone to work with the Indigenous Education Advisory Committee, Interschool Council, the Indigenous Student Leadership Circle, and any new structure(s) formed for racialized students and staff, and any other equity-based groups, in the execution, development, and monitoring of these recommendations as well as other action items contained in the broader LDSB Equity Action Plan.
- (n) The board plan to ensure the LDSB Equity Action Plan is prominently available on the board website.

- (o) In the absence of further Ministry direction in the form of legislation and/or a Policy/Program Memorandum, the LDSB create an Administrative Procedure dedicated to specifically addressing anti-Black racism and anti-Indigenous racism, but also encompassing other Ontario Human Rights grounds that can be a source of discrimination. Alternatively, an existing Administrative Procedure could be revised to ensure the request in the previous statement is incorporated.
- (p) All components of (a) to (o) above be reported, where possible, in the 2020-21 school year through regular Board Meetings or EPOC meetings.