



AGENDA - REGULAR BOARD MEETING

Wednesday, September 9, 2020 – 6:00 PM

Limestone Education Centre

220 Portsmouth Avenue, Kingston, ON

[Virtual Link](#)

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 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

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 FACILITIES UPDATE

SECTION A – Matters Requiring Action at the Meeting

7. Consent Agenda

7.1 Board Minutes:

- 7.1.1 Special Board Meeting – July 6, 2020 (Pages 5-11)
- 7.1.2 Special Board Meeting – July 13, 2020 (Pages 12-14)
- 7.1.3 Special Board Meeting – August 12, 2020 (Pages 15-32)
- 7.1.4 Special Board Meeting – August 20, 2020 (Pages 33-43)
- 7.1.5 Special Board Meeting – August 26, 2020 (Pages 44-58)

7.2 Reports from All Committees:

- 7.2.1 Committee of the Whole (Budget) – July 13, 2020 (Pages 59-69)
- 7.2.2 Committee of the Whole (Education, Policy and Operations) – August 26, 2020 (Pages 70-77)

8. Routine Matters

- 8.1 OPSBA Report – Trustee French
- 8.2 Report from Student Trustees

9. Reports for Information

- 9.1 Update on School Re-entry Plan – Director Burra, Superintendents Young and McDonnell, Associate Superintendents Gillam and Hedderson, Communications Officer Smith (Pages 78-82)

10. Reports Requiring Decision

- 10.1 International Education – Superintendent Silver (Pages 83-84)

11. Notice of Motion

None at this time.

SECTION B – Information

12. Internal Reports and Other Communications

- 12.1 Letter to Minister Lecce from Board of Trustees, dated August 31, 2020 (Page 85)

13. External Reports and Other Communications

14. COMMUNICATION REFERRED TO COMMITTEE

15. REQUESTS FOR REPORTS AND/OR INFORMATION

16. OTHER BUSINESS

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

Special Board Meeting Minutes Limestone District School Board

July 6, 2020

To help slow the spread of COVID-19, the Ontario government has extended the Declaration of Emergency to July 15, 2020. This extension will enable the government to continue protecting the health and safety of the people in Ontario. As such, for the time being, the Board will be conducting its business via virtual meetings.

Private Session

Present:

Trustees: J. Brown
G. Elliott
L. French (Vice-Chair)
T. Gingrich
B. Godkin (regrets)
R. Hutcheon
K. McGregor
J. Morning
S. Ruttan (Chair)
J. Crook (Student Trustee)
A. Putnam (Student Trustee)

Staff: D. Rantz, Director of Education
C. Young, Superintendent of Business Services

Recorder: W. Moore, Executive Assistant to the Director and Trustee Liaison

Chair Ruttan called the meeting to order and conducted the roll call.

MOTION: To move into Private Session.

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

Declaration of Conflict of Interest

Trustee Elliott declared a conflict as his wife is a teacher with the LDSB and a member of ETFO.

Chair's Update

No update at this time.

Director's Update

No update at this time.

Action Items

- (a) Board Minutes – June 17, 2020
- (b) Committee of the Whole (Director Selection) – June 24, 2020 and June 29, 2020

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

For Information

- (a) Personnel Update (Item (a) on Agenda)

A personnel update was provided.

MOTION: That the Board of Trustees appoint Superintendent Krishna Burra as the next Director of Education for the Limestone District School Board, effective August 4, 2020. The offer is pending the final approval filed with the Ministry of Education.

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

- (b) Safe Schools Update.
None at this time.
- (c) Property Update (Item (c) on Agenda)
None at this time.
- (d) OPSBA Update (Item (d) on Agenda)
None at this time.
- (e) Labour Update (Item (e) on Agenda)
None at this time.
- (f) Legal Matter (Item (f) on Agenda)
None at this time.

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 Elliott, seconded by Trustee Hutcheon. Carried.

The Board moved into Public Session at 5:37 p.m.

Public Meeting

Trustees: J. Brown
G. Elliott
L. French (Vice Chair)
T. Gingrich
B. Godkin (regrets)
R. Hutcheon
K. McGregor
J. Morning
S. Ruttan (Chair)
J. Crook (Student Trustee)
A. Putnam (Student Trustee)

Officials: M. Babcock, Superintendent of Education
K. Burra, Superintendent of Education
J. Douglas, Communications Officer
S. Gillam, Associate Superintendent, Safe and Caring Schools
A. Labrie, Superintendent of Education and Human Resources (regrets)
A. McDonnell, Associate Superintendent, Learning for All
D. Rantz, Director of Education
S. Sartor, Associate Superintendent, School Effectiveness and Assessment
J. Silver, Superintendent of Education
K. Smith, Communications Officer
C. Young, Superintendent of Business Services

Recorder: W. Moore, Executive Assistant to the Director and Trustee Liaison

Chair Ruttan stated: "Good evening Trustees and the viewing public. My name is Suzanne Ruttan and I am Chair of the Limestone District School Board. Welcome to the Special Board Meeting of the Limestone District School Board Trustees for July 6, 2020. I would like to call this meeting to order."

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."

Chair Ruttan called the roll.

Adoption of Agenda

MOVED BY: Trustee Morning, seconded by Trustee Brown, 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 is a member of ETFO.

Private Session Report

Trustee French made the following statement:

"The following Minutes and Motions were approved in Private Session:

Board Minutes – June 17, 2020

Committee of the Whole (Director Selection) – June 24, 2020 and June 29, 2020

MOVED BY: Trustee Godkin that the Superintendent of Business Services draft the employment agreement for the successful candidate, with the following provisions included:

- *That the position be offered at the salary range of Step 3.*
- *Copyright language be added to the contract.*
- *Language be included to allow the Board to conduct a review and compensate, if necessary, in accordance with law, should the government lift the Board's wage freeze on compensation. Carried.*

In tonight's Private Session, I am very pleased to share there was a Personnel Update with the resulting motion:

MOVED BY: Trustee Gingrich and seconded by Trustee McGregor that the Board of Trustees appoint Superintendent Krishna Burra as the next Director of Education for the Limestone District School Board, effective August 4, 2020. The offer is pending the final approval filed with the Ministry of Education. Carried.

MOTION: That the resolutions, as noted above, be approved.

MOVED BY: Trustee French and seconded by Trustee Elliott. Carried, unanimously.

Chair's Update

Chair Ruttan stated:

"Thank you, Vice-Chair French. I am extremely happy to welcome Superintendent Krishna Burra into his new role as Director of Education for the Limestone District School Board.

An extensive executive search presented the Board of Trustees with several high calibre and worthy candidates -executives who strive for excellence and see Limestone as a leader in public education. Thank you all.

Trustees look forward to working in concert with you Superintendent Burra, as "we prepare students within safe and inclusive environments to embrace a changing world as lifelong learners and informed, responsible citizens." On behalf of all Trustees, congratulations on your appointment.

Director Rantz, thank you again for your commitment to the students and staff of this Board. Similarly, thank you for your unwavering focus on student and staff well-being, as well as their success. It has been an honour and privilege working with you. Best wishes on your retirement.

I would like to acknowledge Superintendent of Business Services and Treasurer Craig Young, and Assistant to the Director and Trustee Liaison Wynando Moore for their support to Trustees during the Director search. Thank you.

The transition between Directors will be different due to the amount of work and flexibility that will be required over the next weeks as we plan for September 2020.

Staff and students will also experience a very different summer for many reasons. Summer learning for both staff and students will be strictly online, curriculum planning and facilities services work will continue, but all executed in compliance with health and safety regulations under COVID-19. Senior staff and administrators will be developing re-opening plans for September 2020. On behalf of all Trustees, I wish to thank all staff for making themselves available as the Ministry requests their services.

To Limestone families, we will continue to do our best to keep you as up to date as possible. And that concludes my update."

Director's Update

Director Rantz stated:

"Good evening Trustees, thank you, Madam Chair, and thank you for your kind words. Congratulations to Superintendent Burra on his appointment as Limestone's next Director. Krishna's wealth of knowledge and experience, his positive and collaborative leadership style, and his commitment to student achievement and well-being make him the ideal candidate to lead Limestone in the coming years.

We know that students, families, and staff are eager to learn more specific details about what the new school year will look like in Limestone schools. As you know, the Minister of Education has asked school boards to prepare for three scenarios for school re-entry in the fall: full return, remote return, and a hybrid model based on 15 students per class.

We surveyed our Limestone families to gather their feedback on this topic and have received over 6,000 responses to our survey. We are in the process of analyzing the results. I have met with our regional boards to share planning strategies and we are working with Tri-Board Student Transportation to help understand busing implications. Our coterminous Directors at Algonquin and Lakeshore and Hastings Prince Edward share our desire that regional similarities in our approach is ideal.

We are assembling working groups of principals, so we have a full understanding of operational impacts to schools and we have met with each of our union executives and there was a spirit of understanding that this is a complex challenge. We committed to sharing our operational approaches with them prior to sharing with the Ministry at the end of July.

The Ministry has made it clear that plans are to be vetted through them and provincial health prior to detailed planning and sharing. They have said that plans will not be approved until early August when they are in a better position to assess the public health situation. There are still many unknowns regarding the new school year, but please know that our plans will always have the health, safety and well-being of students, families, and staff as our priority. And that concludes my update Madam Chair."

Section A – Matters Requiring Action at the Meeting

1. Consent Agenda

No items were presented.

2. Routine Matters

No items were presented.

3. Reports for Information

No items were presented.

4. Reports Requiring Decision

4.1 School Year Calendar 2020-2021

Associate Superintendent Gillam advised that Limestone submitted its School Year Calendar for approval by the Ministry of Education at the end of February 2020. Although the 2020-2021 school year would start on Monday, August 31, 2020, this would be a PA Day. Students would attend classes beginning on Tuesday, September 1, 2020. Starting on Monday, August 31, 2020 allows us to begin Semester 2 on Friday, January 29, 2021 which would be a PA Day. School would be completed for students on Thursday, June 24, 2021 and Friday, June 25, 2021 would be a PA Day.

He advised that on Tuesday, June 30, 2020, Ontario school boards received new information from the Ministry that stated that Boards are encouraged to start their school year by September 1, 2020 and that Boards should also schedule three PA Days prior to the start of student instruction. Therefore, Limestone has resubmitted its 2020-2021 School Year Calendar with the following amendments:

- The 2020-2021 school year will still start on Monday, August 31, 2020 for staff only (PA Day). Tuesday, September 1, 2020 and Wednesday, September 2, 2020 will now also be PA Days for staff. Students will not begin school until Thursday, September 3, 2020.
- The remaining PA days will take place on September 25, 2020, January 29, 2021, June 4, 2021 and June 25, 2021.
- There are no changes to the semester information shared previously.

Trustees were called upon for any questions or comments.

It was questioned whether or not any pushback from families is anticipated with the new calendar submission. Associate Superintendent Gillam advised that instead of starting on Tuesday, September 1, students would start on Thursday, September 3, which will allow the Board to put added requirements in place for a safe entry.

It was questioned if the PA Days were the same for both the Secondary calendar and the Elementary calendar. Superintendent Gillam confirmed that the seven PA Days are the same for both the elementary and secondary panels. The only difference in the previous submission to the Ministry is that the November 20, 2020 and the April 30, 2021 PA days were removed and changed to September 1 and September 2, 2020.

It was noted that there was significant feedback on the calendar submission, prior to these changes, and it was questioned what communication plans are in place to advise families. Associate Superintendent Gillam indicated that he will be working with the Senior Team and the Communication Department to formulate a communication plan, but felt it was important to

share this with Trustees first and foremost, prior to the July 10, 2020 Ministry submission deadline.

MOTION: That the Trustees of the Limestone District School Board receive and approve the changes submitted to the Ministry of Education for the School Year Calendar for the 2020-2021 school year.

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

5. Notice of Motion

None at this time.

Section B - Information

1. Internal Reports and Other Communications

None at this time.

2. External Reports and Other Communications

None at this time.

3. Communications Referred to Committee

None at this time.

4. Requests for Reports and/or Information

None at this time.

5. Other Business

None at this time.

6. Future Meetings

The next meeting of the Limestone District School Board of Trustees will take place on July 13, 2020, immediately following the Budget Meeting.

7. Other Special Meetings/Events

July 13, 2020: Budget Meeting

8. Adjournment

Chair Ruttan called for a motion to adjourn the meeting.

MOVED BY: Trustee Brown, seconded by Trustee Gingrich, that the meeting adjourn.

The meeting adjourned at 5:54 p.m.

Public Meeting

Trustees: J. Brown-regrets
G. Elliott
L. French (Vice Chair)
T. Gingrich -regrets
B. Godkin
R. Hutcheon
K. McGregor
J. Morning
S. Ruttan (Chair)
J. Crook (Student Trustee) -regrets
A. Putnam (Student Trustee)

Officials: M. Babcock, Superintendent of Education
K. Burra, Superintendent of Education
J. Douglas, Communications Officer
S. Gillam, Associate Superintendent, Safe and Caring Schools
A. Labrie, Superintendent of Education and Human Resources
A. McDonnell, Associate Superintendent, Learning for All
D. Rantz, Director of Education
S. Sartor, Associate Superintendent, School Effectiveness and Assessment
J. Silver, Superintendent of Education
J. Douglas, Communications Officer
C. Young, Superintendent of Business Services

Recorder: D. Burns, Administrative Assistant

Chair Ruttan stated: "Good evening Trustees and the viewing public. My name is Suzanne Ruttan and I am Chair of the Limestone District School Board. Welcome to the Special Board Meeting of the Limestone District School Board Trustees for July 13, 2020. I would like to call this special meeting to order."

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."

Chair Ruttan called the roll.

Adoption of Agenda

MOVED BY: Trustee Godkin, seconded by Trustee Elliott, 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 is a member of ETFO. Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

Private Session Report

None.

Chair's Update

None.

Director's Update

None.

Section A – Matters Requiring Action at the Meeting

1. Consent Agenda

No items were presented.

2. Routine Matters

No items were presented.

3. Reports for Information

No items were presented.

4. Reports Requiring Decision

2020-2021 LDSB Budget (Pages 3-11)

MOTION: Trustee French as Vice-Chair of the Board and Chair for Budget committee made a motion that the Board approve the 2020-2021 Budget prepared on a PSAB basis with total revenues of \$278,297,960 and total expenditures of \$278,334,36 which was passed with respect to Budget Committee and is here before the Board now.

Trustees shared their support of the budget as presented

MOVED BY: Vice-Chair French, seconded by Trustee McGregor. Carried.

Vice-Chair French stated "With respect to approval of a balanced budget for the 2020-2021 school year, let the Minutes reflect appreciation to staff who managed to work within the provincial funding framework to prepare a balanced budget, working hard to preserve as much as possible in school and classroom supports.

The 2020-2021 budget is compliant with the Ministry of Education requirements, with total operating expenditures of \$254.1 million, which is an increase of \$5.2 million dollars over last years revised estimates.

The majority of the operating budget is directed to instruction and relates directly to the classroom - teachers, supply staff, education assistants, para-professionals, technicians - and aligns with the provincial labour frameworks. The Capital Expenditures Budget for next year is approximately \$24.5 million and is used for School Condition Improvements and School Renewal capital projects.

Further provincial changes to education funding will continue to impact future budgets. Trustees understand the government's fiscal priorities, but we also believe there may be ways to create efficiencies that do not have any potential negative impact on students or staff. Trustees and Senior Staff will continue to engage with the government at every opportunity, to ensure our concerns are heard. Thank you Trustee Ruttan and my thanks again to the staff. "

5. Notice of Motion

None at this time.

Section B - Information

1. Internal Reports and Other Communications

None at this time.

2. External Reports and Other Communications

None at this time.

3. Communications Referred to Committee

None at this time.

4. Requests for Reports and/or Information

None at this time.

5. Other Business

None at this time.

6. Future Meetings

None at this time.

7. Other Special Meetings/Events

None at this time.

8. Adjournment

MOTION: That the meeting move into Private Session.

MOVED BY: *Trustee Godkin, seconded by Trustee McGregor that the meeting adjourn and move to Private Session.*

The meeting adjourned at 6:15 p.m.

SPECIAL BOARD MEETING MINUTES – AUGUST 12, 2020

PUBLIC MEETING

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) N. Quadir (Student Trustee) Q. Traviss (Student Trustee)	M. Babcock, Superintendent of Education K. Burra, Director of Education J. Douglas, Communication Officer S. Gillam, Associate Superintendent, Safe and Caring Schools A. Labrie, Superintendent of Education and Human Resources A. McDonnell, Associate Superintendent, Learning for All S. Sartor, Associate Superintendent, School Effectiveness and Assessment J. Silver, Superintendent of Education K. Smith, Communication 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 and welcome to everyone who has joined us in the gallery. My name is Suzanne Ruttan, and I am Chair of the Limestone District School Board of Trustees. Tonight’s meeting deals with one agenda item, the Board’s school re-entry plan and start of the new school year. We begin the meeting with an acknowledgement of territory.

Limestone District School Board

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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.”

Before I ask for adoption of the agenda, I would like to briefly explain how we have physically organized tonight’s meeting to adhere to public health recommendations on physical distancing. Trustees are present, here in the formal Board Room, seated 2 metres apart, while senior staff are located in an adjacent conference room to facilitate the use of room cameras for this broadcast. All Trustees are present for this evening’s Special Board Meeting. We are using a directional camera, so as Trustees speak the camera will track to them. I do note that viewers will experience a delay in video as this happens.

Trustees Brown and Morning join us virtually; all others are here in this room. Present in this room are Trustee Bob Godkin; Trustee Garrett Elliott; Trustee Karen McGregor; Trustee Laurie French; Trustee Robin Hutcheon; Trustee Tom Gingrich; Student Trustee Annika Putnam; Student Trustee Namirah Quadir; and Student Trustee Quannah Traviss. As well, Director of Education Krishna Burra, Superintendent of Business Services Craig Young and Superintendent of Human Resources, Andre Labrie.”

Before asking for a motion to adopt the agenda, Chair Ruttan asked if any Trustees had any new business.

Trustee Morning indicated that a letter from the Chair of the Parent Involvement Committee was received today and she would like to add that to the agenda.

Chair Ruttan thanked Trustee Morning and this addition has been placed under Item 14, Other Business.

1. Adoption of Agenda

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

Limestone District School Board

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2. Declaration of Conflict of Interest

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

3. Chair's Update

Chair Ruttan stated:

"Before we get underway, I would like to again acknowledge the appointment of Krishna Burra to the position of Director of Education for the Limestone District School Board, and welcome Director Burra to his first, official meeting of the Board. As well, I would like to extend a warm welcome to our incoming Student Trustees. Thank you for taking on the important role of representing the students of Limestone, and for being present this evening.

Tonight's meeting deals exclusively with Limestone's school re-entry plans, and as a result, practices associated with usual board meetings like the OPSBA and Student Trustee reports do not appear on the agenda.

We know staff, families and students are anxious for what September's return-to-school will bring. We are doing our best to ensure a safe and healthy environment for everyone.

School will look different this year, but our commitment to quality public education and success for all remains constant.

Tonight, more detailed plans will be shared that include strategies to support the physical, mental, and social well-being of everyone who learns or works with us.

On behalf of all Trustees, I wish to acknowledge the leadership of Director Burra and the senior team, administrators and support staff for the unprecedented work they have performed over the last weeks developing these initial plans to ensure a safe and successful transition back to school for everyone.

Limestone District School Board

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I will note that some of this work necessarily continues due to its complexity and the need for collaboration with public health and labour partners. In addition, further Ministry guidance is anticipated prior to re-opening in a few weeks.

And with that I turn it over to Director Burra.”

4. Director’s Update

Director Burra stated:

“Good evening Trustees and the public gallery joining us remotely through our live feed. It has been some time since we have gathered, and Trustees will notice that our meeting set up looks quite different than prior to COVID. With this set up we are close to room capacity given our need to be physically distanced. Given the importance of the focus of our meeting this evening, our hope is this hybrid set up will be effective for all participants. Our physical arrangement and processes in the Education Centre mirror the expectations that have been established by the Ministry Guidance document and local public health. This is our new normal for the time being. If there are connection issues or other concerns related to our hybrid set up, we will continue to refine and try to improve the experience. I would like to acknowledge the work of the staff who have helped with meeting set up this evening.

I would also like to welcome Student Trustee Namirah Quadir and Indigenous Student Trustee Quanah Traviss, who are joining returning Student Trustee Annika Putnam this evening.

Given the amount of information for us to discuss this evening, I will limit my comments. I would like to highlight for Trustees and the public gallery that I was buoyed by a conversation with KFL&A Public Health and pediatric physicians from Kingston Health Sciences Centre earlier today. They emphasized that the best measure of success for returning to schools for all of our students and staff is directly tied to community incidence of COVID-19. Their comment that resonates for me is that the current risk of returning to school is extremely low with no current cases and zero community transmission. I share these comments not to create complacency, but to highlight the local context that we very

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fortunately enjoy. It is fair to say that currently there are very polarized opinions about returning to school. This is understandable as some people have become frustrated with the limitations on our lives for the past several months, while others are fearful for themselves, or for their children, as the economy opens up and we return to everyday routines like school. There is also considerable misinformation and confusion that continues to circulate. On a daily basis, we are inundated with information from other parts of the continent or the world that is in a very different circumstance than that with which we find ourselves in KFL&A. We are very fortunate locally and we must all remain vigilant in following public health guidelines and expectations. As a community, this is our best defence. At the same time, we must remain responsive to the concerns of students, families, and staff as we prepare for school this September. In addition, we must remain adaptive if health circumstances changes, or if new information comes forward. I will note that the Premier, earlier today made an announcement that there is an upcoming announcement in the coming days as it relates to the education sector. That, Madame Chair, concludes my opening comments and with your permission, we will start our presentation. Thank you.”

5. Consent Agenda

There was no consent agenda.

6. Routine Matters

As this was a Special Board Meeting, no routine matters were brought forward.

7. Reports for Information

7.1 School Re-entry September 2020

Director Burra indicated that given this is a Special Meeting of the Board and because Trustees only received their package within the last 24 hours, he will take Trustees through a high-level overview. Throughout these slides, Senior Staff have tried to mirror the highlights of the report and with the Chair’s permission, the Director stated we can certainly take any questions from Trustees, as it relates directly to the content of what was just heard, as we move through each of the successive reports.

Director Burra indicated that in planning for September, LDSB takes direction and guidance

from the Ministry of Education as well as KFL&A Public Health. He indicated that Return to School Working Groups have been formed, with sub-committees to plan and prepare for reopening. We are working with, and hearing directly from, our communities, including unions and federation partners, staff, families, and students.

Director Burra advised that the guiding priorities in planning for the return to school, includes addressing safety concerns for our students, staff and families by mitigating or minimizing risks; supporting the mental health and wellness of students and staff; maximizing student-teacher (face-to-face) learning opportunities; planning for an effective transition to regular classroom instruction (full-time schooling) or remote learning (at-home) models as may be necessary; and providing consistency in routines, expectations, and scheduling.

Director Burra indicated that on July 30, 2020 the Ministry of Education *Guidance Document* confirmed the following models for return to school in September for Limestone as a 'non-designated' school board:

- Elementary (Kindergarten to Grade 8): Students will attend school 5 days per week, with one cohort for the full day, including recess and lunch. Enhanced health and safety protocols will be in place.
- Secondary (Grades 9-12): Students will attend school 5 days per week, for the full day, with emphasis placed on limiting contacts. Enhanced health and safety protocols will be in place.

Director Burra advised that the Ministry Document, provided further guidance as follows:

- direct and indirect contacts in schools for elementary students should be limited to approximately 50 and for secondary students should be limited to approximately 100;
- Families may choose to have children opt out of returning to the classroom and receive remote learning;
- Students in Kindergarten to Grade 3 will be strongly encouraged but not required to wear masks;
- Mandatory masking for students in Grades 4 to 12. Students may wear their own non-medical masks, and non-medical masks will also be made available;

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- Reasonable exceptions will apply for some who cannot wear a mask;
- School-based staff who are regularly in close contact with students will be provided with all appropriate personal protective equipment (PPE).

Director Burra advised as staff works on continued refinement of plans, they continue to work with KFL&A Public Health and labour partners; continue production of resources to support re-entry; and continue communication with families and labour partners with accurate, up-to-date information. He advised that LDSB is anticipating further guidance from the Ministry.

Director Burra understands the current challenges or pressure points including understandable fears in the community; maintaining cohorts and reducing contacts; flexibility for families/students to move from one model of learning to another; remote learning; and, equity of choice and access.

Associate Superintendent McDonnell provided an update on the support for mental health and well-being for students and staff. She indicated that ensuring the mental health and well-being of students and staff remains a priority for Limestone. We will continue to use a tiered approach for mental health supports. Associate Superintendent McDonnell indicated that School Mental Health Ontario will also provide school boards with a professional learning framework and toolkit to focus on building students' social-emotional learning skills. Professional learning will be provided for system leaders, educators, support staff and mental health professionals to support the approach to school re-entry, as well as throughout the school year. She noted that staff members also continue to have access to the Not Myself Today Mental Health and Wellness Portal and to the Employee Assistance Program.

Associate Superintendent McDonnell indicated that the Ministry allocation to LDSB did provide more funding for mental health supports for the 2020-2021 school year.

Associate Superintendent McDonnell stated that additional supports in the area of mental health and well-being are being provided to students over the summer months, including:

- Social Workers (SWs) providing one to one counselling to students from 2019-2020 caseloads.

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- SWs and Clinical Consultants (CCs) providing short-term mental health support to any student or consultation to families and caregivers regarding the mental health of their children via a non-crisis telephone support line.
- Short videos designed to enhance parent/guardian capacity in supporting children and youth mental and health and wellness will be available on the LDSB website.
- Educational Services staff will support school-based teams with the transition of students to school.

Associate Superintendent McDonnell outlined some supports for students with special education needs:

- Access to EA support to meet the medical, physical, safety and learning needs of students;
- Access to a full complement of special education supports and services (i.e., clinical support, speech language support, SST/LPS support etc.);
- Development and implementation of Individual Education Plans (IEPs);
- Use of Personal Protective Equipment (PPE) to facilitate close contact between staff and students when required as per public health protocols;
- Access to SEA equipment;
- Addition of 13 EA positions and an additional \$200,000 added to short term EA support;
- Inclusive opportunities for students in special education programs as per Public Health Protocols;
- Professional learning and training provided to staff to support students with special education needs;
- Collaboration with community partners to meet individual student needs;
- Additional funding provided by the Ministry for special education supports for the 2020-2021 school year.

Associate Superintendent McDonnell outlined the summer supports for students with special needs. She indicated that Educational Services staff will support school-based teams with the transition of students to school. She noted that schools will establish transition

meetings, or class/school visits as deemed appropriate. Other supports include the After-School Skills Development Program (ASSDP) and the ABA Transition Program for students placed in District Autism Classrooms.

Chair Ruttan called upon Trustees for questions and or comments.

7.2 Health and Safety Protocols

Associate Superintendent Gillam provided a high-level overview of the Health and Safety Protocols Report in the agenda. He advised that each school that has a Health and Safety Committee established, will perform a safety audit prior to Monday, August 31, 2020 if possible and no later than student arrival on Thursday, September 3, 2020. Schools that do not have a Health and Safety Committee will be audited by the Principal and a worker representative.

Associate Superintendent Gillam indicated that with respect to COVID-19 Screening, everyone entering a school will need to complete self-screening for COVID-19 symptoms. A COVID-19 checklist will be provided to staff and families to assist with screening for COVID-19 symptoms. He noted that parents/guardians should complete self-screening prior to children loading the buses or being dropped off. Further, all staff must also self-screen prior to entering their workplace.

Associate Superintendent Gillam advised that measures are being put in place for physical distancing, including:

- Cohorting of students to minimize the number of contacts.
- Visual cues – signage, floor markers, including directional arrows for traffic flow, where appropriate.
- Educating students about the importance of physical distancing and limiting cohort contacts.
- Adaptations to classroom spaces and other shared spaces where possible.
- Measures to stagger movement will be developed to minimize traffic in shared spaces and during entry and exit of students – each school will develop these for their specific location.

With respect to hand hygiene and respiratory etiquette, Associate Superintendent Gillam

advised that age appropriate education of students about the importance of handwashing, including the proper technique will be provided. Mandatory face masking for Grades 4-12, and strongly encouraged for Grades K-3. He noted that alcohol-based sanitizer will be provided in classrooms and rooms without sinks, and handwashing will be encouraged at regular intervals, and before and after outdoor activities.

Associate Superintendent Gillam advised that when entering and exiting the school designated entrances and exits will be used. COVID-19 screening signage will be placed in the sites and alcohol-based sanitizing stations will be placed at major entrances/exits. He noted that there will be visual cues – signage, floor stickers, capacity loads and reminders (washrooms, etc.). There will be log books for visitors, contractors and itinerant staff for contact tracing. Finally, he noted that staff and student attendance processes are in place to support contact tracing.

Associate Superintendent Gillam advised that only essential visitors will be allowed into the school. All visitors must sign in and out, self-screen, be masked, and identify the locations they have accessed in the school. Student drop off and pick up will occur outside the school.

Associate Superintendent Gillam outlined the protocol for individuals with COVID-19 symptoms. He noted that if a student begins to experience symptoms of COVID-19 while attending school, they will be immediately separated from others in a separate room, if possible, until they can be picked up. Students will be supervised by an individual who is adhering to all safety protocols – distancing, PPE. If a staff member develops COVID-19 symptoms, they should return home and self-isolate immediately. If they cannot leave immediately, the staff member should be isolated in a specific place until they are able to leave. Students and staff should follow up with their doctors or public health. Confirmed cases will be managed by KFL&A Public Health.

Chair Ruttan called upon Trustees for any questions or concerns.

7.3 Elementary and Secondary Model School Reopening Plan and Sample Secondary Timetable

Superintendent Michele Babcock and Superintendent Jessica Silver provided an overview of the Elementary and Secondary Model Reopening Plan and the Sample Secondary Timetable.

Superintendent Babcock reminded Trustees that this is a working version. She indicated that there are overarching statements on protection strategies. She stated that hopefully she can address some of the concerns that Kindergarten educators have expressed to Trustees. For example, how are we going to use cubbies? She indicated that the document certainly talks about minimizing the belongings that students will bring to school, not just for Kindergarten, but for all students. So that what they are carrying with them through the day in the older grades, they might keep at their desk. Most of our Kindergarten classrooms have cubbies, so it will be important that students have a place to put their stuff, and then how do they access that? Superintendent Babcock stated that they will have to come up with strategies for staggering access, so that there is no congestion, and similar to hooks, so students are not shoulder to shoulder, whenever they are gathering their things. This will be a situation of educators getting new routines that will need to be introduced for our Kindergarten students when they begin school again. She reminded Trustees that every staff member will have masks. She indicated that our educators are not yet familiar with the plan, as Trustees are just hearing it this evening. They have not had a chance to unpack it with their Administrator and these will be the kinds of questions that get answered.

Superintendent Babcock stated that with respect to staggered entry, when staff meets with the Kindergarten team next week, and as we continue to talk with the Senior Team, these are the kinds of strategies and ideas that may come forward, and that we might find to be very helpful for our return to school; that is why the document is called a working version. This is our starting place based on the Ministry of Education and public health guidance, and now we need to see what the implications for Limestone are.

Superintendent Silver stated that there are some fairly significant changes for secondary, mostly around the timetable. School boards are to adopt secondary timetabling methods that emphasize cohorting of students as much as possible, to limit the number of student-to-student contacts. There may be some changes to the traditional school day, and activities that would normally occur. Superintendent Silver advised that no field trips should be planned until further notice. She also noted that school assemblies and large gatherings are not allowed. Schools will be using the library for other spaces and potentially classes so it will not be a traditional library where students will always be able to take resources out. She indicated that the Ministry guideline is fairly clear that school boards were to adopt a timetable that emphasized cohorting and really limited student

cohorts.

Superintendent Silver indicated that the Quadmester model allows for face-to-face instruction for all four periods in a semester. She indicated that it most closely resembles a typical school day with students in school all day for 300 minutes of instruction. This minimizes transitions and cohort, but further, it allows easier continuity of learning if schools move into remote learning. Teachers and students only have two subjects to manage remotely if needed. She noted that start and end times remain the same, but morning and afternoon blocks will include a staggered break for staff and students.

Superintendent Silver advised that the other thing that this model does, and Director Burra spoke about this earlier, is it allows us to be flexible. We may get to a point where we need to move to a hybrid model, or we need to move into remote learning if there is community transmission. The benefit of this model is that students and staff are only dealing with two courses at once. Superintendent Silver pointed out that students who choose remote learning will have the opportunity to come back into quadmester two.

Superintendent Silver touched on some of the subjects. Most overall expectations for the music strand can be met without the use of instruments in the secondary arts curriculum, and strings, guitars and percussion instruments can be used. She noted however, that vocal music cannot happen at this time and is considered a very high-risk activity, even with masks. For health and Phys Ed, classes will be outside, weather permitting. She noted that activities in the labs will be a little less traditional, like art and drama, as there will be protocols for physical distancing, proper hand hygiene, and coordinating classes, ensuring there is little contact with shared equipment.

Superintendent Silver advised that for coop, we are so very fortunate to be living in a city that has no community spread and very few cases. LDSB did run coop in person this summer. It was a smaller number of students, but it did give us an opportunity to give it a try and make sure that we were well equipped. Staff are feeling confident that we can run coop as it is for in-person placements for the fall. Students will be provided with PPE as needed for their placement and we actually do have a virtual safety component that is totally related to COVID-19.

Superintendent Silver stated that as Superintendent Babcock mentioned earlier about the new routines for elementary students, she thinks that at the secondary level, there will be new routines for students that will be part of what we do now until things are different.

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This includes before and after school, lunchtime and so on. Pre-COVID-19, our schools would have been opened very early and we would have secondary students arriving at all different times. Now given the need to trace and the need to manage contacts, we just cannot do that right now. Secondary students will be asked to come to school 15 minutes prior to the start of the day, very similar to what is happening at elementary. For buses that drop students off prior to 15 minutes before start, Administrators will be looking at a place within the school that students could wait, such as a gym or cafeteria, where they can be physically distanced. These will be school-based decisions.

Chair Ruttan called upon Trustees for questions.

Chair Ruttan stated that, as per policy, Trustees would need to vote on extending the meeting for 15 minutes, as it was now a few minutes before 10:00 p.m. Chair Ruttan asked the question, and with no Trustees opposed, the meeting was extended until 10:15 p.m.

8. Reports Requiring Decision

None at this time.

9. Notice of Motion

None at this time.

10. Internal Reports and Other Communications

10.1 School Reopening: FAQ (website)

Provided for information.

10.2 Investments to Support School Reopening in Response to the COVID-19 Outbreak

Superintendent Young advised that on August 4, 2020, the Ministry of Education released *Memo 2020: B11 – Investments to Support School Reopening in Response to the COVID-19 Outbreak*. This memo outlines the \$309 million investment into the sector to address the re-opening costs due to COVID-19. There are individual board allocations contained in the memo as well as details on the specific areas that the funding is meant to address.

Superintendent Young stated that these areas include:

- Funding for Additional Staffing
- Health and Safety Training
- Masks and Personal Protective Equipment
- Cleaning Supplies
- Student Transportation

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- Special Education
- Mental Health

In addition, the memo outlined further details with regards to previous announcements on funding for mental health, technology, and the cleaning allocation.

The Province announced \$30 million in funding for additional staffing related to supervision that will be provided through an application process after the Board has incurred deficit spending of accumulated surpluses in excess of 1% of revenues. For LDSB, this amounts to deficit spending of approximately \$2.5 million prior to an approval of an application for funding.

Funding for additional Custodial Staffing - \$470,370

Health and Safety Training for occasional teachers and casual education workers - \$94,726

Masks and Personal Protective Equipment – this memo details an investment of \$60 million to the sector for PPE and that masks and face shields will be provided for teachers and other education workers. LDSB has placed orders with the Ministry of Government and Consumer Services for the required PPE.

Cleaning Supplies – this memo details a total system investment of \$29 million for cleaning supplies for schools and school busses. LDSB's previously announced cleaning allocation is \$38,582 and orders have been placed with the Ministry of Government and Consumer Services for the required cleaning supplies.

Transportation in the sector will be receiving a \$40 million investment to address cleaning and disinfecting supplies and labour for enhanced cleaning protocols. Details of how this investment will be distributed has not been provided.

LDSB will be receiving an additional \$113,141 to support special education with additional local needs related to staffing resources, assistive technology, and professional assessments.

Mental health needs will be supported through an additional investment of \$125,608 in addition to a previously announced investment of \$125,608 for a total mental health needs investment in LDSB of \$251,216

The Government previously announced a \$15 million system investment to support technology related expenses in providing students with greater access to technology. LDSB's allocation for technology related expenses is \$136,871.

This additional revenue for LDSB will be incorporated into the Revised Estimates that will be released in November 2020.

Superintendent Young addressed Trustee questions.

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11. External Reports and Other Communications

11.1 Letter to the Honourable Stephen Lecce from the LDSB Board of Trustee regarding funding, July 24, 2020.

Provided for background information.

11.2 School Re-entry Guidance Document (Ministry document)

Provided for background information.

Chair Ruttan stated that before proceeding any further, Trustees would need to vote on extending the meeting for 15 minutes, as it was now 10:15 p.m. Chair Ruttan asked the question, and with no Trustees opposed, the meeting was extended until 10:30 p.m.

12. Other Communications

None at this time.

13. Requests for Reports and/or Information

None at this time.

14. Other Business

Chair Ruttan advised that the final order of business was the Parent Involvement Committee letter that was received today. Chair Ruttan asked if Trustee Morning would like to speak to the letter. Trustee Morning advised that the Co-Chairs of the Parent Involvement Committee, that represent all the parents of our students, put forth a letter stating what a great job our school board and our administration has done putting together, what they have, by what the Ministry has given us. They are asking is that we formally declare and write a letter that the return to school directives and allocations provided by the Ministry of Education are inadequate to permit the safe resumption of classes. Trustee Morning stated she agrees with that. Trustee Morning indicated she felt what the PIC Chairs were asking is very reasonable.

Chair Ruttan indicated that in terms of protocol, policy stipulates that the Board has not officially received this correspondence yet. This letter came in today, she believes around 12:21 p.m. With many Trustees working, she was not sure how many had the opportunity to read this letter. This is an opinion letter so typically we would not do this at all, however, Chair Ruttan suggested, that as there is an agenda setting meeting scheduled for Monday, August 17, 2020, this letter be brought forward for discussion at a future Board meeting.

Trustee Morning stated that we need to let the Ministry know people are not happy.

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Chair Ruttan asked Trustee Morning, as there were only five minutes left before the meeting was to adjourn, would she consider referring the letter to the agenda setting committee?

Trustee Morning stated she felt the Board should act now.

Chair Ruttan referred to the speakers list on Trustee Morning's suggestion.

Trustee Godkin stated he would be prepared to put that into a motion, not necessarily speaking to that letter but along a similar vein.

Chair Ruttan asked for clarification as our protocol is to have a notice of motion. Chair Ruttan asked Trustee Godkin if this was a notice of motion from the floor. Trustee Godkin said yes.

Trustee Hutcheon stated that she drafted a motion.

Chair Ruttan asked Trustee Hutcheon if she was bringing a motion and wanted to read her motion, and then a vote could be taken to see if there is a two-thirds majority to entertain that motion.

MOTION: The Board of Trustees request the Director of Education connect with Ministry of Education staff for the provision of full funding to achieve lower class sizes that would accommodate appropriate physical distancing requirements in all Limestone schools.

MOVED BY: Trustee Hutcheon, seconded by Trustee Godkin.

Chair Ruttan stated that before starting with the speakers' list, Trustees would need to vote on extending the meeting for 15 minutes, as it was now 10:30 p.m. Chair Ruttan asked the question, and with no Trustees opposed, the meeting was extended until 10:45 p.m.

Trustee French called a point of order. She stated before debating on the motion, that there should be a vote with two-thirds of a majority to even consider the motion.

Chair Ruttan thanked Trustee French for that clarification. Chair Ruttan called the question.

MOTION: that the Board of Trustees request the Director of Education connect with Ministry of Education staff for the provision of full funding to achieve lower class sizes that would accommodate appropriate physical distancing requirements in all Limestone schools.

MOVED BY: Trustee Hutcheon, seconded by Trustee Godkin.

Roll call vote:

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee Godkin, Trustee Hutcheon,
Trustee Morning (5)
NAYS: Trustee French, Trustee Gingrich, Trustee McGregor, Trustee Ruttan,
Trustee Putnam, Trustee Quadir, Trustee Traviss (7)
ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee Godkin, Trustee Hutcheon,
Trustee Morning (5)
NAYS: Trustee French, Trustee Gingrich, Trustee McGregor, Trustee Ruttan (4)
ABSENT: (0)

Without the two-thirds majority, the motion was lost.

Chair Ruttan asked Trustee Morning, if she would agree to send this correspondence to the agenda setting meeting since Trustees did not receive this correspondence in time.

Trustee Morning asked that the motion used in the Parent Involvement Committee letter be brought forward:

MOTION: that Return to School directives and allocations provided by the Ministry of Education are inadequate to permit the safe resumption of classes.

MOVED BY: Trustee Morning, seconded by Trustee Hutcheon.

Roll call vote:

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee Godkin, Trustee Hutcheon, Trustee
Morning (5)
NAYS: Trustee French, Trustee Gingrich, Trustee McGregor, Trustee Ruttan, Trustee
Putnam, Trustee Quadir, Trustee Traviss (7)
ABSENT: (0)

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The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee Godkin, Trustee Hutcheon, Trustee Morning (5)
NAYS: Trustee French, Trustee Gingrich, Trustee McGregor, Trustee Ruttan (4)
ABSENT: (0)

Without the two-thirds majority, the motion was lost.

Trustee French brought forward the following motion:

MOTION: That the correspondence brought forward under Other Business be referred to the agenda setting meeting, so we can properly explore it and that staff can respond.

MOVED BY: Trustee French, seconded by Trustee Godkin.

YEAS: Trustee Brown, Trustee Elliott, Trustee French, T. Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Ruttan, Trustee Putnam, Trustee Quadir, Trustee Traviss (12)
NAYS: (0)
ABSENT: (0)

The motion was carried.

15. Future Meetings

16. Other Special Meetings

17. Adjournment

MOVED BY: Trustee Hutcheon, seconded by Trustee Gingrich, that the meeting adjourn. Carried

The meeting adjourned at approximately 10:40 p.m.

SPECIAL BOARD MEETING MINUTES – AUGUST 20, 2020

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 (regrets)	S. Gillam, Associate Superintendent, Safe and Caring Schools
B. Godkin	S. Hedderson, Associate Superintendent
R. Hutcheon	A. Labrie, Superintendent of Education and Human Resources
K. McGregor	A. McDonnell, Superintendent of Education
J. Morning	S. Sartor, Associate Superintendent, School Effectiveness and Assessment
S. Ruttan (Chair)	J. Silver, Superintendent of Education
A. Putnam (Student Trustee)	K. Smith, Communications Officer
N. Quadir (Student Trustee)	C. Young, Superintendent of Business Services
Q. Travis (Student Trustee)	
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 a special meeting of the Limestone District School Board of Trustees.

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I am Suzanne Ruttan, Chair of the Board, and Trustee for South Frontenac.

Tonight's meeting provides updates on various components of the Board's school re-entry plan to reflect additional directives received from the government recently, including financial updates based on new funding, staggered entry, health and safety, communications, the new PPM on Remote Learning, and recent correspondence.'

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."

Chair Ruttan stated:

"Before I ask for adoption of the agenda, I would like to briefly explain to the viewing audience that we are live from the main board room at the Education Centre. Some Trustees and Senior Staff are joining the meeting remotely, while the majority are present here around the horseshoe.

We are using a directional camera, so as Trustees speak the camera will track to them. Viewers will experience a delay in the video as this happens.

Trustees Brown, Godkin and Morning join us virtually; all other Trustees are present here in this room; I have regrets from Trustee Gingrich. All other Trustees are present. Senior Staff present in the room are Superintendent Young, Superintendent Babcock, Superintendent Silver, the Director of Education and our communication staff. In an adjacent room we have Superintendent McDonnell, Associate Superintendents Sartor and Hedderson. Joining remotely: Superintendent Labrie and Associate Superintendent Gillam."

1. Adoption of Agenda

MOVED BY: Trustee McGregor, seconded by Trustee Elliott that the agenda be approved. Carried.

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2. Declaration of Conflict of Interest

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

3. Chair's Update

Chair Ruttan indicated she did not have an update and turned the meeting over to Director Burra.

4. Director's Update

Director Burra stated:

“Good evening Trustees and the public gallery joining us remotely through our live feed. As I noted at last Wednesday’s Special Meeting of the Board, everyone in the room is physically distanced to meet the expectations established by the Ministry of Education Guidance document and local public health. We are continuing to hone our live feed to try to improve the experiences of remote viewers. I would like to acknowledge the staff who have helped ensure we are able to move forward with this meeting set-up this evening.

I would like to acknowledge and congratulate Alison McDonnell on her promotion to Superintendent of Education. I would also like to congratulate and welcome Steve Hedderson as a member of Senior Staff as an Associate Superintendent. Given our current focus on school re-entry, we are still in the process of finalizing portfolios and responsibilities. This information will be communicated when it is complete.

Since our meeting last week, we have received further updates from the Ministry that we have incorporated into our planning. Evolving information related to staggered entry is one example. We continue to work closely with public health in preparation for start up. Given the recency of announcements and the evolving information we have received, we continue to adjust our planning. This also understandably creates some confusion among families and in the community. We are actively engaging with our school administrators to prepare for opening in a couple of weeks. Central and school-based communication of up-to-date and accurate information will continue to be a focus of attention to ensure families and

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staff are kept informed.

As Trustees know, our survey asking families if they are opting out of returning to the classroom has closed. This information is critical for us to plan for the start of the year, and to ensure we have staff in place to support remote learners. While the data needs to be further assessed, we have under 10% of families indicating they are opting out of returning to the classroom at this point. This represents about 2,000 students in Limestone (1,454 elementary students and 545 secondary/continuing education students). This information is vital for us to operationalize our staffing in schools and for remote learners. Just a few days ago, we also received an updated Policy/Program Memorandum (164) related to remote learning which outlines what remote learning will look like for students and educators. I would note that families with elementary children will have another opportunity to determine their preferred model of learning in just a few weeks.

In closing, Madame Chair, as we continue to receive new information and guidance, we will adapt and incorporate new information into our planning, and we will do our utmost to be responsive to the communities we serve during this challenging time. Health, safety, and wellness for students and staff continues to be the most important priority as we move forward. It is critical we remember that Limestone schools are a direct reflection of the communities we serve. When it comes to COVID-19, the health of our community is the best defence, and indicator, for the health of our schools. As a community we must remain vigilant in following the guidance of public health. With that Madame Chair, that concludes my opening comments and with your permission, we will start with the Re-entry Plan Update. Thank you.”

5. Reports for Information

5.1 School Re-entry Plan Update

Director Burra stated that the Ministry of Education announced on August 14, 2020 that school boards were permitted to adopt a staggered start to the first week of the school year which would contribute to students learning new routines, and for new health and safety practices to be reinforced. This announcement was adjusted in a Ministry memo received two days ago allowing for a staggered start up to the first two weeks of school, if needed. School boards do not need to seek any adjustment to previously approved school calendars if they stagger entry for students.

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As a reminder, Limestone is starting prior to the Labour Day weekend, which is a little bit different than some other school boards in other parts of the province. As a result, we are currently working with our school Administrators looking at what those re-entry staggered plans will look like.

Staggered entry will occur from September 3 to September 10, 2020, with full school attendance by September 11, 2020. Elementary and secondary schools will organize staggered entry based on their school population and classroom sizes, with larger schools requiring more days for student entry than smaller schools may require. School administrators will develop staggered entry plans based on the context and needs of their school. Because staggered entry plans will vary based on school context, schools will communicate their staggered entry plan to parents directly using our communicate system, beginning the week of August 24, 2020.

Director Burra advised that also in the update, Trustees will see some information very briefly summarizing the new PPM 164, which goes over the expectations for students and families in terms of what they can expect, as well as the expectations for educators as far as the amount of synchronous learning that is to be done to help support those learners, and families who opted for the remote learning model.

Director Burra directed Trustees to the update as it relates to communications and the work that Limestone is doing with a range of different community partners including Queen's University, the hospital and public health. He indicated that last week the new Family Reference Guide was launched, and there were a couple of different videos and other resources that we have shared publicly with families, as the report indicates. As of yesterday, the video *School Reopening: What to Expect when Students Return to School*, had more than 7,500 views. Director Burra noted that our FAQs now number above 70 on the website. We are trying to be as responsive as possible as we are getting questions. On that note, Director Burra indicated that as we are trying to be responsive and efficient, there are occasions when we are thinking about the responses to some of these questions, that they are evolving due to new ministry announcements, or there needs to be some more time potentially put into those responses. Particularly, if it relates to what needs to be happening in schools after school has actually started. The focus for Senior Staff right now is almost exclusively on re-entry. We are very focused on the next couple of weeks as opposed to some of those questions that may perhaps require a little more time to consider because they are actually more than a month away at this point in time.

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Director Burra indicated that there was an update as it relates to health and safety. He noted however that we are still waiting for the delivery of the Outbreak Protocol from the province, that will obviously impact some of the communication protocols locally as it relates to safety and containment of a potential outbreak locally. As a result, we continue to need to be nimble in being flexible to new information as it continues to come out.

That concluded the report, and Senior Staff addressed Trustee questions.

A motion was brought forward.

MOTION: That all students in the Limestone District School Board (K-12) wear masks inside schools and on buses, allowing for appropriate medical exemptions.

Moved by Trustee Elliott, seconded by Trustee Quadir.

Chair Ruttan indicated that a substantial motion must be sent in advance, so that staff and Trustees can understand what they are, before Trustees make a significant decision. She felt this is a very substantial motion because it touches everybody in our Board and has not had consultation with our health professionals. She asked Trustee Elliott to defer the motion to the next Education, Policy and Education Committee meeting, next week.

Trustee Elliott expressed his concern, as he felt the motion was germane to the topic at hand and felt that procedurally Trustees should give themselves the ability to make choices quickly if they needed to. Chair Ruttan stated there was no question that this motion is relevant to the topic, however, it also has an enormous impact on the report at hand. Chair Ruttan indicated she is sensitive to staff being able to provide the accurate information on this, around logistics, and also around financial implications, and we have not given them a chance at all, on this. She once again, asked the mover and seconder to defer the motion to the EPOC meeting, scheduled for August 26, 2020, to give staff a chance to look into this, and then when it goes to discussion, Trustees would have a full picture.

The motion was deferred.

6. Reports Requiring Decision

6.1 Financial Update Related to Investments to Support School Reopening in Response to the COVID-19 Outbreak.

Superintendent Young advised that since the Board met last week there have been some

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more details related to funding announcements. The Remote Learning funding amount is \$199,525 is for principal and school administration to ensure appropriate leadership. There is also additional funding for teacher staffing in the amount of \$182,961, which is an allocation of two teachers in Limestone. Superintendent Young indicated that this amount was already announced as part of a \$30 million sector investment that was originally to be accessed by an application process. It has recently been changed to a board by board allocation due to time constraints. The \$182,961 is significantly less than what we had initially expected, being a 1% Board, which was \$300,000. In that announcement as well, was \$50 million for the sector for ventilation in classrooms with details to be released at a later date. Typically, our share of this would be approximately \$500,000.

Superintendent Young provided a breakdown of the total (\$9.7 million) mid-year estimates of accumulated surplus (2019-2020 ending) available for use. He stated that it is important to identify that with the exception of the unallocated surplus, if the Board were to spend any of the other surplus dollars beyond the unallocated surplus, the Board will be faced with an operational deficit in future years as the allocated surplus dollars are encumbered.

Superintendent Young indicated that the Ministry of Education will approve the use of up to 1% of our operating revenues from accumulated surplus and with special approval up to 2% on a one-time only basis. The funds available to us at this time, without encumbering the Board with significant future operational deficits, is the Unallocated Surplus of \$2,646,235. This amount marginally exceeds our 1% of our current operating revenues which is \$2,465,397.55.

Superintendent Young also noted that there have been informal suggestions that the Board reorganize and reduce class sizes to 15:1. If we were to reduce the average class size from its current number to 15:1 the requirement for additional teaching staff would be \$49,500,000, with 374 classroom teachers required at the elementary level, and 121 classroom teachers at the secondary level. Superintendent Young stated that the cost of the teaching staff alone makes this unachievable before we even consider the practical reality of Limestone's ability to hire that many staff in such a short time period. Limestone does not have enough elementary occasional teachers in their supply pool to cover the amount of hires that would be required.

Superintendent Young also stated that space would be required for these classes which does not exist in our current facilities and would therefore require additional accommodation expenses assuming the space in other community buildings were available.

Superintendent Young said additional costs would also include the requirement for additional caretakers and supplies for cleaning, added transportation costs, and additional administration expenses. Therefore, based on this analysis, it is very clear that the notion of reducing class size while maintaining daily attendance for all students is not remotely possible. The only way for us to reduce the number of students in classes would be for us to utilize an 'adaptive model' where approximately 50% of students attend each day. Consequently, students would only attend on average 2.5 days per week. Based on the Ministry Guidance document, as a non-designated board, we have been directed to have all students (K-12) attend 5 days per week in a conventional model.

That concluded the report and Chair Ruttan called upon Trustees for questions. Superintendent Young responded to these questions.

MOTION: That the Limestone District School Board approve amending the budget to use their Accumulated Surplus of up to 1% of operating revenues to a value of \$2,465,397 to address the increasing and evolving Covid-19 related expenses in the 2020-2021 budget year.

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

Trustee Godkin stated that he wanted to bring forward a motion that the Chair write a letter to the Ministry requesting an exemption that would allow us the option of changing to an adaptive model, under circumstances that would arise, similar to designated boards.

In an effort to clarify Trustee Godkin's request, Director Burra stated that in the province of Ontario, the direction has been that in all elementary schools, students are to go back, and it is a conventional model. Then those designated boards, at the secondary level, it is an adaptive model, in some of the larger urban areas, which means that those students would essentially attend 50% or half time per week. Director Burra questioned if Trustee Godkin was asking that a letter be written asking to move to be a designated Board or asking for permission to potentially adjust in the event of an outbreak, or if there was a situation that emerged? Trustee Godkin stated he is looking for the option of flexibility from the Ministry. Superintendent Silver questioned if Trustee Godkin was looking for us to go to an adaptive model, as opposed to where we are starting, or was he looking for us to have that flexibility to start with? Superintendent Silver stated that our relationship with the health unit is such that we will have flexibility if there are positive cases or outbreaks. They absolutely will be telling us what to do and we will follow their direction. The communication we have had

with public health has been so strong and positive. It was further noted that the Ministry has not released the Outbreak Protocol, and there will be answers in that document.

Trustee Godkin withdrew his request to put forward a motion.

Chair Ruttan thanked Trustee Godkin and confirmed, for the record, that the adaptive model is for secondary only in designated boards, so this would have no bearing on elementary, based on the Ministry's Guidance document.

7. Notice of Motion

None at this time.

8. Internal Reports and Other Communications

None at this time.

9. External Reports and Other Communications

9.1 Letter to the Limestone District School Board Trustees, from Crystal Bevens-Leblanc, Chair, Parent Involvement Committee.

Trustee Morning confirmed she was present by phone, as she had experienced connectivity issues. Chair Ruttan stated that the correspondence in External Reports and Other Communications is the letter from the LDSB Parent Involvement Committee. Chair Ruttan indicated she has again received no motions around this. She noted that there were discussions at the last meeting and there had been some procedural challenges. Chair Ruttan indicated that, she had not received a motion. She asked Trustees if anyone wanted to address the letter, or just receive it in our package for information.

Trustee Morning brought forth the following motion:

MOTION: That the Limestone District School Board put the Ministry on notice through a letter and that Trustee Morning and Elliott draft a letter for Trustees to consider.

MOVED BY: Trustee Morning, seconded by Trustee Elliott.

Trustee French raised a point of order. Similar to last week, she indicated this is a substantive motion that has not been sent to Trustees ahead of time. She stated that the PIC letter should simply be acknowledged as correspondence. It is key input from our parent group, but Trustee French stated she was not prepared to support a motion from a procedural perspective and added that she was not even sure what the motion is.

Chair Ruttan reminded Trustees about the substantial nature of motions from the floor. Chair Ruttan indicated that she understands Trustee Morning is speaking to the philosophy of the letter, and she indicated she is not clear about the motion either. As a reminder, Chair Ruttan did send out a long email to Trustees after the August 12, 2020 meeting, outlining Board policies and talking about the need to receive motions in advance.

Chair Ruttan asked Trustee Morning if she would be agreeable to move the motion to Committee, and this could be dealt with at the Education, Policy and Education Committee, next week on August 26, 2020. Trustees Morning and Elliott concurred.

Roll call vote to defer the motion on the floor to Committee.

The non-binding recorded vote:

YEAS: Trustee Brown, Trustee Elliott, Trustee Hutcheon, Trustee McGregor,
Trustee Morning, Trustee Ruttan (6)
NAYS: Trustee French, Trustee Quadir, Trustee Traviss (3)
ABSTAIN: Trustee Godkin (1)
ABSENT: Trustee Gingrich, Trustee Putnam (2)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee Hutcheon, Trustee McGregor,
Trustee Morning, Trustee Ruttan (6)
NAYS: Trustee French (1)
ABSTAIN: Trustee Godkin (1)
ABSENT: Trustee Gingrich (1)

The motion carried.

Chair Ruttan thanked Trustee Morning and Trustee Elliott and she stated that she looks forward to seeing the motion in advance.

10. Other Special Meetings/Events

None at this time.

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17. Adjournment

MOVED BY: Trustee McGregor, seconded by Trustee Elliott, that the meeting adjourn. Carried

The meeting adjourned at approximately 8:07 p.m.

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SPECIAL BOARD MEETING MINUTES – AUGUST 26, 2020

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, Safe and Caring Schools
B. Godkin	S. Hedderson, Associate Superintendent
R. Hutcheon	A. Labrie, Superintendent of Education and Human Resources
K. McGregor	A. McDonnell, Superintendent of Education
J. Morning	S. Sartor, Associate Superintendent, School Effectiveness and Assessment
S. Ruttan (Chair)	J. Silver, Superintendent of Education
A. Putnam (Student Trustee)	K. Smith, Communications Officer
N. Quadir (Student Trustee)	C. Young, Superintendent of Business Services
Q. Travis (Student Trustee)	
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 a special meeting of the Limestone District School Board of Trustees.

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I am Suzanne Ruttan, Chair of the Board, and Trustee for South Frontenac.

Tonight's special meeting provides the Board with another update on Limestone's school re-entry plans to reflect additional directives received from the government, as well as several motions for discussion."

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."

Chair Ruttan stated:

"Before I ask for adoption of the agenda, I will briefly explain to those who may be joining us via MS Teams, that we are holding this meeting in the main boardroom at the Education Centre. Some Trustees and Senior Staff are joining the meeting remotely, while the majority are present here at the Education Centre.

Trustees Brown and Morning, and Superintendent Young join us virtually."

1. Adoption of Agenda

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

2. Declaration of Conflict of Interest

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

3. Chair's Update

Chair Ruttan stated:

"It has been quite a week. Staff continue to show how resilient and flexible they are in response to recent Ministry announcements on school reopening plans. Within the past few

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days, we were advised by the Ministry of Education that our model for secondary schools should be revised to ensure we are keeping student contacts to a minimum.

Director Burra will provide Trustees with an update tonight on the secondary learning model. To our families and staff, we understand the frustration and worries you may be feeling because of these changes with schools opening next week. I would like to acknowledge our families and staff for all your time, effort, and patience as we work together to ensure we are ready for a safe start up to a new school year. While we recognize this is another change, we are following Ministry guidance and maximizing safety for students and staff.

There was much discussion at last week's Board meeting around policies, business practices and the timing of Board motions.

Past practice has been to share motions that Trustees are considering, in writing, in advance of a meeting, as a courtesy to their colleagues and staff. This also aligns with our policy language which we are required to follow under the Education Act. As Trustees are aware, I have shared the relevant policy sections and we will have an opportunity to revisit Board policies later this year. Sharing information and potential motions for consideration in advance of meetings ensures we are operating effectively. I hope everyone has a clearer understanding that motions from the floor, and identifying new business, does not automatically place an item on the agenda for debate. Instead it highlights an issue or topic to be placed for future debate or actioned by staff. At the same time, I acknowledge that we are going through unprecedented times at the moment that require us to streamline processes where possible. As a result, Trustees were provided with an opportunity to put forward written, draft motions for consideration this evening.

We have some important discussions before us tonight on these draft motions requiring decision that relate to school reopening. These motions have many layers to consider and I welcome a thorough debate. And that concludes my update."

4. Director's Update

Director Burra stated:

"Good evening Trustees and the public gallery joining us remotely through our live feed.

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We are continuing to hone our live feed to try to improve the experiences of remote viewers and participants. I would like to acknowledge the staff who have helped ensure we are able to move forward with this meeting set-up this evening.

As we prepare for schools to reopen for students toward the end of next week, I am very happy to report that Educational Services' staff have supported almost 30 students this week in a transition program for all students placed in District Autism Classrooms. Transition meetings for students with complex needs are occurring in our elementary and secondary schools with the support of Educational Services staff and school-based staff to ensure a smooth transition back to school. Our social workers continue to support over 50 students with mental health counseling.

All schools have had staff returning to prepare for the school year and the arrival of students. This dedication and preparation for the school year was also exemplified in our Virtual Summer Institute sessions that ran today between 9 a.m.— 3 p.m. These sessions were open to all educators (teachers, EAs, ECEs, and support staff). There were 27 sessions spanning K-12. Sessions included the new math curriculum, literacy, coding, understanding D2L, available special education supports, Indigenous Education sessions, and anti-racism work. In all, over 600 LDSB employees participated in the learning today. Sessions were recorded and will be available for those who were unable to attend. A big thank you to the 18 educators who prepared and facilitated sessions for other staff today.

There is no question that this is a critical time in public education. Preparing for the school year has certainly tested our resiliency as a district school board to prepare for the return of students toward the end of next week. As we begin a new school year, a clear focus has been placed on health and safety during this global pandemic. With the start of the school year, while necessarily addressing health and safety matters and establishing routines, we will need to place a renewed focus on issues of mental health and equity. Uniting these priorities will be essential as the school year starts.

While we have prioritized health and safety in planning and worked collaboratively with a range of stakeholders, communication has been, and will continue to be a primary focus. At the same time, juggling evolving and new information has been a significant challenge. The change to our secondary model is the newest example. Ministry direction related to the

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limiting of direct and indirect secondary student contacts has necessitated this change in most of our secondary schools. Our co-terminous boards are making the same change. While this model presents some educational challenges, it does reduce contacts and mirrors both our secondary summer session model and our elementary model of one student cohort. Students will of course receive breaks and lunch during the structure of the day.

Regardless of our school models and planning, I know all staff in this building, and in every school of the board, regardless of their role, are doing the very best they can to manage school re-entry. Change is difficult at the best of times, and current circumstances may have created some anxiety among students, families, and staff. When it comes to education, students, and safety, strong feelings are entirely natural. However, just as the health of our community is directly tied to everyone doing their part to be vigilant about following public health guidelines to stop the spread of COVID-19, our strength in supporting students, families, and staff will be based on us continuing to work together, and focusing on doing the very best we can to serve students and our communities.

I also feel compelled to continue to repeat what local public health officials continue to say about schools reopening in our area. Currently, there are a handful of cases that appear to be isolated and no community spread. As our Medical Officer of Health Dr. Moore reiterated with administrators yesterday, our local health conditions are ideal for schools to reopen. If our community and region continue to be vigilant, schools will be able to continue to operate. Again, I do not say this from a place of complacency. If health circumstances change, we will adapt and work with public health to maximize safety. While each family must decide what is best for their specific circumstances and the health of their loved ones, for my family, the guidance I have heard from local public health officials, and repeated in numerous media interviews, is why I am sending my three children back to school next week. School is much more than a building, and it is more than just curriculum-based learning. School is a place for meeting with friends, interacting with others, and having a routine outside of the home. While we have been forced to adapt our structures and delivery of schooling, we must not lose sight of the larger roles schools play in supporting young people and communities.

That concludes my update Madam Chair.”

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5. Reports for Information

5.1 School Re-entry Plan Update

Director Burra stated that he realizes Trustees received this report mid-afternoon today, and so a hard copy has been provided tonight. He wished that all the updates were in this report, however, about two hours ago another update was received as it relates to an injection of additional federal funding into the system. Director Burra said staff will need to unpack what that means for LDSB and verifying that those dollars are not in fact previously announced dollars; what portion is new funding; and determined if it is a little bit of a combination of the two. So even though the update was coming to you mid-afternoon today, unfortunately there still are more updates in the last couple of hours. Director Burra ensures that these updates will get to Trustees.

Director Burra advised that the purpose of this update in terms of school re-entry is simply to provide another update to Trustees about where we are as it relates to some of those hot topics.

Director Burra stated that the big issues have been the adjustment to the secondary model. There continues to be a few questions as it relates to staggered entry.

As indicated last week, LDSB is putting in place a staggered entry for return to school for elementary and secondary students. This will support a safe re-entry to school by having time to teach and orient smaller numbers of students to new routines in the classroom and school, and safety practices. The Limestone staggered entry plan for elementary students will be in place from the first day of school on Thursday, September 3, 2020 and conclude by Friday, September 11, 2020. Full attendance for elementary students will be in place on Monday, September 14, 2020. The plan at secondary will be shorter in duration due to the scheduling change for most secondary schools.

Director Burra stated that infrastructure and support for remote learning and the Limestone DSB Virtual School is underway. The expectations of PPM 164 were shared with Trustees last week. To maintain maximum flexibility for elementary students and observe requirements of collective bargaining agreements, remote learning will be staggered for the first few days to allow for device allocation for students requiring technology, and establish a connection between remote learners and their current school. Once schools and staffing have been reorganized after the first opportunity for learners and families to change their learning model in mid-September, virtual classes will be established with an assigned

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teacher. As a reminder, virtual classes will be comprised of learners from multiple schools based on grade(s) for elementary and specific courses (secondary). Secondary students will be in specific remote learning classes aligned with the revised secondary model.

With respect to the secondary model, Director Burra indicated that we had announced a quadmester plan for secondary students returning to conventional schooling. This would have involved students having two classes of 150 minutes each per day. However, follow up communication from the Ministry of Education this past weekend highlighted the significance of ensuring student contacts were kept to a minimum at the secondary level. The guidance document outlines keeping direct and indirect contacts to less than 100. With secondary scheduling, the only way for us to ensure indirect contacts are kept to a minimum, and below 100, at most schools is to adjust our secondary schedule to a block timetable. This type of schedule is the same one that has been utilized as part of summer session courses. Students would have breaks and lunch scheduled over the course of a day. A block timetable schedule will have students attend one class per day for a period of 22 days, followed by a day for culminating activities/exam. The students would then move to another class for another 22 days. Students would still attempt four credits between September and January as they would under a normal semester system. It should be noted that due to smaller secondary populations, GREC and NAEC can cohort by grade that allows them to continue with their regular semestered timetables.

Director Burra stated that while we recognize this is a change, we are following Ministry guidance and maximizing safety for students and staff by reducing direct and indirect student contacts in the secondary context. In the last 24 hours, this information has been shared with staff and families.

Families wanting to change the model of delivery between timetable blocks should connect with their home school. Course availability in a switch between either model will be dependent on space in available courses in either format.

Director Burra indicated that the other two boards in our region, Algonquin & Lakeshore Catholic District School Board and Hastings Prince Edward District School Board, are making this same change at this juncture.

Director Burra indicated that further to the health and safety update in the report, between 1- 3 p.m. today, was the Ministry's release of the release of the operational guidance as it relates to the management of COVID-19 in schools. That document, again, just released, is

going to require filtration through KFL&A Public Health to make sure that we then have the Board protocol in place for our schools. But again, Director Burra stated that at least we now have it in our possession.

Director Burra stated Trustees may recall that last week Superintendent Young indicated that the province had allocated funding to support ventilation HVAC systems in schools. Earlier this week we did receive the funding allocation for Limestone. Director Burra said that Superintendent Young indicated we are a 1% board, which would equate to approximately \$500,000 in funding. In the report, Trustees can see we received just slightly over that amount, \$568,100 in terms of allocation.

Director Burra stated that he could not thank Communications enough for the efforts that they put in terms of engaging with people online, not only with Twitter but also on Facebook, and also trying address the range of emails that we continue to receive to try to answer questions for parents. The FAQs on the website continue to grow with each and every day.

Director Burra advised Trustees that this was a quick overview of his report and he would be happy to take any questions.

Chair Ruttan called upon Trustees for comments or questions, which Senior Staff addressed.

6. Reports Requiring Decision

None at this time.

7. Draft Motions Requiring Decision

7.1 Motion brought by Trustee Elliott

Chair Ruttan thanked Student Trustee Quadir for being a co-named representative of this motion. Chair Ruttan stated that as per Policy 25.1.0 v) e) Student Trustees may bring forward motions as a co-named representative sponsored by an elected Trustee.

Trustee Elliott brought forth the following motion:

MOTION: That all students in the LDSB (K-12) wear masks inside schools and on buses, allowing for appropriate medical exemptions.

MOVED BY: Trustee Elliott and seconded by Trustees Quadir and Gingrich.

Trustee French brought forth the following amendment:

MOTION: Add: For younger students from Kindergarten to Grade 3, staff will explore alternatives, such as face shields, for students who are unable to wear masks. Staff will work toward compliance among younger students with compassion and a focus on education. There will be no disciplinary action for students from Kindergarten to Grade 3 having difficulty complying with this direction.

MOVED BY: Trustee French and seconded by Trustee McGregor.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Putnam, Trustee Quadir, Trustee Ruttan, Trustee Traviss (12)

NAYS: (0)

ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Ruttan (9)

NAYS: (0)

ABSENT: (0)

The motion was carried.

Chair Ruttan asked for a roll call vote on the original motion with the amendment:

MOTION: That all students in the LDSB (K-12) wear masks inside schools and on buses, allowing for appropriate medical exemptions. For younger students from Kindergarten to grade 3, staff will explore alternatives, such as face shields, for students who are unable to wear masks. Staff will work toward compliance among younger students with compassion and a focus on education. There will be no disciplinary action for students from Kindergarten to Grade 3 having difficulty

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complying with this direction.

MOVED BY: Trustee Elliott and seconded by Trustees Quadir and Gingrich.

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Putnam, Trustee Quadir, Trustee Ruttan, Trustee Traviss (12)

NAYS: (0)

ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Ruttan (9)

NAYS: (0)

ABSENT: (0)

7.2 Motion brought by Trustee Elliott

Trustee Elliott brought forth the following motion:

MOTION: That the Director, or designate, investigate the purchase of stand-alone HEPA air filters for windowless classrooms, prioritize ventilation improvements over any unassigned capital school renewal projects from the 2019-2020 plan, and brings a report as soon as possible.

MOVED BY: Trustee Elliott and seconded by Trustee Godkin.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Putnam, Trustee Quadir, Trustee Ruttan, Trustee Traviss (12)

NAYS: (0)

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ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Ruttan (9)

NAYS: (0)

ABSENT: (0)

The motion carried.

7.3 Motion brought by Trustee Elliott

Trustee Elliott brought forth the following:

MOTION: That the Director, or designate, investigate the purchase of Plexiglas shields and movable dividers between desks, and brings a report as soon as possible.

MOVED BY: Trustee Elliott and seconded by Trustee Hutcheon.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Putnam, Trustee Quadir, Trustee Ruttan, Trustee Traviss (12)

NAYS: (0)

ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee McGregor, Trustee Morning, Trustee Ruttan (9)

NAYS: (0)

ABSENT: (0)

The motion carried.

7.4 Motion brought by Trustee Morning

Trustee Morning brought forward the following motion.

MOTION: That Limestone District School Board places the Ontario Ministry of Education on notice regarding the provincial responsibility to provide the required fiscal infrastructure to implement the health regulations and safety measures advised by Canada's most trusted health experts federally and provincially: namely and most critically, two-metres of social distancing and proper ventilation. Under the current funding parameters, LDSB staff have done everything possible to mitigate risk, but enhancing existing health and safety measures, including proper spacing, requires additional funding. The Board, therefore, declares formally and unambiguously that Return to School directives and allocations provided by the Ministry for return to school are inadequate to maximize safety for the resumption of classes.

MOVED BY: Trustee Morning and seconded by Trustee Elliott.

Trustee Morning advised that this was not the motion that she put forward. She did not have the word "that" at the beginning and it was missing the first sentence: "The Limestone District School Board Trustees approve sending the following letter to the Minister of Education."

Trustee Elliott brought forth the following amendment:

MOTION: That the Chair craft a letter with language and content that touches on the concerns raised by Trustees over the amount of funding provided by the Ministry to support the current return to school. Under the current funding parameters staff have done everything they can do to mitigate risk but enhancing existing health and safety measures (including consistent spacing) requires additional funding.

MOVED BY: Trustee Elliott and seconded by Trustee Godkin.

Chair Ruttan asked for clarification on the amendment as it did not speak to the original motion. Trustee Elliott concurred and withdrew the amendment.

Chair Ruttan called a vote on the original motion, with Trustee Morning's noted comments:

MOTION: That the Limestone District School Board Trustees approve sending the following letter to the Minister of Education: Limestone District School Board places the Ontario Ministry of Education on notice regarding the provincial responsibility to provide the required fiscal infrastructure to implement the health regulations and safety measures advised by Canada's most trusted health experts federally and provincially: namely and most critically, two-metres of social distancing and proper ventilation. Under the current funding parameters, LDSB staff have done everything possible to mitigate risk, but enhancing existing health and safety measures, including proper spacing, requires additional funding. The Board, therefore, declares formally and unambiguously that Return to School directives and allocations provided by the Ministry for return to school are inadequate to maximize safety for the resumption of classes.

MOVED BY: Trustee Morning and seconded by Trustees Hutcheon.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Godkin, Trustee Hutcheon, Trustee Morning (3)
NAYS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee
McGregor, Trustee Putnam, Trustee Quadir, Trustee Ruttan, Trustee Traviss
(9)
ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Godkin, Trustee Hutcheon, Trustee Morning (3)
NAYS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee
McGregor, Trustee Ruttan (6)
ABSENT: (0)

The motion was lost.

Trustee French put forth the following motion:

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MOTION: That the Chair craft a letter with language and content that touches on the concerns raised by Trustees for a safe return to school, outlining strong common-ground challenges and identify the need for further flexible funding to support some of the most critical needs.

MOVED BY: Trustee French and seconded by Trustee Elliott.

Roll call vote.

The non-binding recorded vote was as follows:

YEAS: Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee Morning, Trustee Putnam, Trustee Quadir, Trustee Ruttan, Trustee Traviss (10)

NAYS: Trustee Brown, Trustee McGregor (2)

ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Elliott, Trustee French, Trustee Gingrich, Trustee Godkin, Trustee Hutcheon, Trustee Morning, Trustee Ruttan (7)

NAYS: Trustee Brown, Trustee McGregor (2)

ABSENT: (0)

The motion carried.

8. Notice of Motions

9. Internal Reports and Other Communications

9.1 LDSB Letter to Minister of Education re: Funding, July 24, 2020

This letter was provided for information.

10. External Reports and Other Communications

10.1 Letter to the Limestone District School Board Trustees, from Crystal Bevens-Leblanc, Chair, Parent Involvement Committee

This letter was provided for reference.

Limestone District School Board

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

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11. Other Special Meetings/Events

None noted at this time.

12. Adjournment

MOVED BY: Trustee Godkin, seconded by Trustee Hutcheon, that the meeting adjourn. Carried

The meeting adjourned at approximately 10 p.m.

Limestone District School Board

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

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**Committee of the Whole Board (Budget)
Meeting Minutes
Limestone District School Board**

July 13, 2020

Trustees: J. Brown -regrets
G. Elliott
L. French (Chair)
T. Gingrich
B. Godkin
R. Hutcheon
K. McGregor
J. Morning
S. Ruttan
J. Crook (Student Trustee) -regrets
A. Putnum (Student Trustee)

Staff: M. Babcock, Superintendent of Education
M. Baumann, Manager of Business Services
K. Burra, Superintendent of Education, Program and IT
S. Gillam, Associate Superintendent, Safe and Caring Schools
A. McDonnell, Associate Superintendent, Special Education
D. Rantz, Director of Education
A. Labrie, Superintendent of Education and Human Resources
S. Sartor, Associate Superintendent, School Effectiveness and Assessment
J. Silver, Superintendent of Education
C. Young, Superintendent of Business Services
J. Douglas Charanduk, Communications

Recorder: D. Burns, Administrative Assistant

Trustee French, as Chair of the Committee, called the meeting to order at 4:35 p.m., and welcomed all those present.

She 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."

Approval of Agenda

MOVED BY: Trustee Godkin, seconded by Trustee Elliott, that the agenda of July 13, 2020 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. Trustee Godkin declared a conflict as his daughter is an occasional teacher with two other public boards.

Information Items

Superintendent Young stated June 10 was the last budget meeting. We reviewed Preliminary Operating Revenues which were known at the time. GSN's weren't released. On June 19 the GSN's and PPF's were announced. There have been some changes – some PPF funding has been transferred to GSN's. Some funding in GSN's have been moved from one area to another.

1. Manager Baumann presented the 2020-2021 Preliminary Operating Revenues. The preliminary operating revenue is not yet presented on a full PSAB basis. It excludes School Generated Funds at an estimated amount of \$5,800,000 and Charitable Trust donations at an estimated amount of \$149,000. The 2020-2021 preliminary operating revenue is presented alongside the 2019-2020 revised estimates and 2019-2020 estimates for comparison purposes. The projected enrolment of 19,258 ADE that the 2020-2021 preliminary operating revenue estimates is calculated on is (1) Elementary enrolment projected at 13,392 ADE, (2) Secondary enrolment projected at 5,821 ADE and (3) Secondary-high credit enrolment projected at 45 ADE. Adult education, continuing education, literacy and numeracy and summer school enrolment is projected at 425 ADE.

Operating Grants for Student Needs (GSN) allocations have increased \$8,084,070 or 3.38%.

Pupil Foundation allocation has increased \$6,803,769 or 6.76%. The Ministry of Education sets funding consistent with the current labour framework meaning a 1.00% salary increase for each of 2019-2020 and 2020-2021. Continuation of the benefit funding benchmark reduction of .167% as part of the phasing out of retirement gratuities. Funded average class size for Grades 9-12 reduced from 28 to 23. New per-pupil amount to support the purchase of educational software that supports learning in and outside of the classroom. The allocation has increased as a result of the labour framework salary increase, class size change, supply teacher benchmark increases and the new per-pupil amount for educational software offset by declining enrolment and a reduction in the benefit benchmark.

School Foundation allocation has increased \$290,660 or 1.77%. The allocation has increased as a result of the labour framework salary increase, the allocation method change, and the transfer of the Library Staff allocation offset by declining enrolment and the reduction in the benefit benchmark.

Special Education allocation has increased \$517,172 or 1.71%. In 2020-2021, the Ministry updated the Differentiated Special Education Needs Amount (DSENA) table amounts for the 2020-2021, 2019-2020 and 2018-2019 school years. The Care, Treatment, Custody and Correctional (CTCC) Amount has been renamed the Education and Community Partnership Program (ECPP) allocation, to reflect the programs supported by the funding more closely. The allocation has increased as a result of the labour framework salary

increase and the updated DSENA table amount offset by the reduction in the benefit benchmark.

Language allocation has decreased \$24,878 or .55%. The allocation represents French as a Second Language (FSL) of \$3,100,609 and English as a Second Language (ESL) of \$1,428,784. The allocation has decreased as a result of a decrease in projected FSL and ESL students and the reduction in the benefit benchmark offset by the labour framework salary increase.

Supported School allocation has decreased \$27,943 or 1.15%. The allocation has decreased as a result of declining enrolment and the reduction in the benefit benchmark offset by the labour framework salary increase

Remote and Rural allocation has increased \$22,394 or 10.44%. In addition to the per-pupil amount in the Pupil Foundation allocation, a top-up allocation amount has been provided to ensure the school board received a minimum of \$30,000 to purchase educational software. The allocation has increased as a result of the labour framework salary increase and the educational software top-up offset by declining enrolment and the reduction in the benefit benchmark.

Rural and Northern Education Fund allocation has increased \$5,009 or .94%. The Rural and Northern Education allocation was introduced in 2017-2018 and will continue in 2020- 2021 to further improve education for students from rural and northern communities.

Learning Opportunities allocation has decreased \$154,612 or 3.33%. Realigning the previous Student Achievement Envelope into two distinct collective envelopes to improve clarity regarding the purpose of the funds while maintaining flexibility within the envelopes.

Continuing Education allocation and Other Programs has increased \$77,649 or 4.18%. The allocation has increased as a result of the labour framework salary increase and the reduction in the ISRA due to the decline in the fee-paying international visa student enrolment offset by declining enrolment and the reduction in the benefit benchmark.

Cost Adjustment and Teacher Qualification allocation has decreased \$3,031,831 or 11.42%. In 2019-20, the ministry introduced a new Teacher Job Protection Funding allocation. Funding continues to be available for classroom teachers impacted by the changes to class sizes in 2019-2020 and 2020-2021. Given the reduction in the funded average secondary class size to 23 in 2020-2021, no funding was generated through this allocation in 2020-21. The change in funded classroom teachers did not exceed the actual attrition and other voluntary leaves.

New Teacher Induction Program allocation has decreased \$9,039 or 8.01%.

ECE Qualification and Experience allocation has increased \$92,005 or 7.56%. The allocation has increased as a result of the labour framework salary increase and qualification and experience changes offset by declining enrolment and the reduction in the benefit benchmark.

Transportation allocation has decreased \$22,780 or .14%. The allocation decreased due to a reduction in approved expenses for transportation to and from Provincial Schools.

Administration and Governance allocation has decreased \$753,795 or 10.47%. The allocation has decreased as a result of the movement of the PLA to its own allocation, declining enrolment and the reduction in the benefit benchmark offset by the labour framework salary increase and the transfer of funding from PPF for executive compensation increases and curriculum and assessment implementation.

School Operations allocation has increased \$454,142 or 2.00%. The Ministry is providing a 2% cost benchmark update to assist boards in managing the increase in commodity prices. The supplementary area factor for the secondary panel was updated to reflect the change to secondary class size.

Community Use of Schools allocation has decreased \$1,585 or .51%.

Declining Enrolment Adjustment allocation has increased \$121,717. The declining enrolment grant helps to offset lost grant revenue during this transition period.

Indigenous Education allocation has decreased \$115,483 or 4.48%. The Indigenous Studies allocation has been renamed the First Nations, Metis and Inuit Studies allocation.

Mental Health and Well-Being allocation has increased \$346,396 or 90.82%. The Safe and Accepting Schools Supplement allocation has been renamed the Mental Health and Well-Being allocation.

Supports for Students Fund allocation has increased \$2,589,239. New in 2020-2021, the Supports for Students Fund (SSF) provides flexible funding for school boards to support the learning needs of students, which may include special education, mental health and well-being, language instruction, Indigenous education and STEM programming.

Program Leadership allocation has increased \$905,864.

Other Government Grants has decreased \$1,331,296 or 45.50%. Two existing allocations, Mental Health Workers and Experiential Learning, transferred into the GSN in 2020-21.

Tuition Fees has decreased \$648,524 or 32.69%. 2020-2021 projections on tuition fee revenues for international students reflect a decrease due to lower enrolment expected as a result of COVID-19.

Other Revenues has decreased \$910,761 or 18.93%.

Chair French recognized the hard work and preparation in the report.

2. Manager Baumann presented the 2020-2021 Preliminary Operating Expenditures. The 2020-2021 Preliminary Operating Budget Expenditures (Expenditures Budget) are not presented on a full Public Sector Accounting Board (PSAB) basis. The Expenditures Budget is compared to the 2019-2020 revised estimates. We have aligned to strategic priorities. New in 2020-2021, The Supports for Students Fund (SSF) provides flexible funding for school boards to support the learning needs of student. In the CUPE agreement it is referred to as Investments in System Priorities (ISP).

Committee of the Whole Board (Budget)
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Limestone District School Board

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Classroom teachers has increased \$2,950,976 or 2.34%. The increase is due to an overall increase of 4.3 FTE as a result of Priorities and Partnership Fund (PPF) and SSF funding offset by the decrease due to declining enrolment and class size changes, labour framework provisions, qualification and experience changes and statutory, WSIB and ELHT premium adjustments.

Supply staff has increased \$914,534 or 13.33%. The increase is due to teacher and education assistant FTE increases, absence trending and usage patterns, labour framework provisions and statutory premium adjustments.

Educational assistants has increased \$744,217 or 4.80%. The increase is due to an increase of 13.0 FTE and casual support as a result of ISP funding, labour framework provisions and WSIB premium adjustments.

Early childhood educators has increased \$75,316 or 1.66%. The increase is due to labour framework provisions, qualification and experience changes and ELHT and WSIB premium adjustments.

Textbooks and supplies has decreased \$1,362,240 or 27.17%. The decrease is due to the reduction of PPF funded expenditures and the reduction of international student agent commissions, homestay fees and medical fees.

Computers has increased \$38,701 or 1.88.%. The increase is due to the new funding to purchase educational software that supports learning in and outside of the classroom.

Professionals, paraprofessionals and technicians has increased \$608,894 or 7.29%. The increase is due an increase of 1.0 FTE as a result of SSF funding, labour framework provisions, ELHT and WSIB premium adjustments and the Aspen student information system project.

Library and Guidance has increased \$97,216 or 2.66%. The increase is due to an increase of 1.0 FTE as a result of ISP funding, labour framework provisions and statutory premium adjustments.

Staff development has decreased \$104,223 or 7.22%. The decrease is due to the reduction of PPF funded expenditures.

Department heads has not changed.

Principals and Vice Principals has increased \$246,815 or 2.30%. The increase is due an increase of .6 FTE VP non-teaching time, labour framework provisions, replacement provisions and statutory, WSIB and ELHT premium adjustments.

School office has increased \$121,875 or 1.95%. The increase is due to labour framework provisions, replacement provisions and statutory, WSIB and ELHT premium adjustments.

Co-ordinators and consultants has decreased \$376,251 or 10.79%. The decrease is due to a 4.0 FTE reduction as a result of PPF funding offset by labour framework provisions and statutory, WSIB and ELHT premium adjustments.

Committee of the Whole Board (Budget)
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Continuing education has decreased by \$112,330 or 5.87%. The decrease is due to summer program changes offset by labour framework provisions and WSIB and ELHT premium adjustments.

Trustees has increased \$12,070 or 8.39%. The increase is due to the addition of an Indigenous student trustee and statutory premium adjustments.

Directors and supervisory officers has decreased \$2,143 or .24%.

Board administration has increased \$94,866 or 1.49%. The increase is due to a 1.0 FTE increase as a result of SSF funding, labour framework provisions and statutory, WSIB and ELHT premium adjustments.

Transportation has increased \$578,203 or 3.35%. The increase is due to increases in bus operator contract rates, labour framework provisions and legal costs.

School operations and maintenance has increased \$830,619 or 3.13% The increase is due to a 9.0 FTE increase as a result of SSF funding, labour framework provisions, statutory, WSIB and ELHT premium adjustments and projected increases in natural gas commodity prices and electricity costs.

Other Non-Operating has decreased \$190,904 or 13.92% The decrease is due to a 1.8 FTE reduction in seconded positions offset by labour framework provisions and statutory and ELHT premium adjustments.

The 2020-2021 Preliminary Operating Budget Expenditures are \$254,097,034 which is an increase of \$5,166,211 or 2.08%.

The 2020-2021 Preliminary Operating expenditures of \$254,097,034 plus committed capital amortization attributable to projects not requiring ministry approval are balanced to the 2020-2021 Preliminary Operating revenues of \$254,124,312. The Ministry requires school boards to submit budgets prepared on a full PSAB basis. The presentation of expenses on a full PSAB basis, including School Generated Funds, Charitable Trust donations and capital revenues and expenditures will be available later.

Superintendent Young reviewed the Appendices A, B and C.

Trustee Godkin stated the allocation and budget money from Ministry of Education seemed rather similar to last years allocations – that seems to be premised on school being normal in September. If we removed the labour contract information, are the allocations a net increase or a net decrease? Superintendent Young stated the allocations have been committed to school boards barring a change in legislation – the allocations are what we expect in the line of revenue for next year. I won't speak to what school will look like in the fall – what we do know at this point is these revenues are what has been committed by the Government to LDSB for operations next year. With regards to labour framework and increases – once you remove them out our total overall budget is a 2% increase overall – pulling that out, it is a very similar status quo budget for overall dollars. Certain allocations have been increased and decreased – overall revenue at the end teases that out. Its very much a status quo budget.

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Trustee Elliott inquired if there has been an increase in funding for cleaning and sanitizing and what would that look like in the classrooms? Superintendent Young stated there has been discussions with the Minister in regards to money given to CUPE – there may be some misunderstanding with how much was allocated to Special Education and CUPE maintenance as there was an additional \$400K, we are in discussions with CUPE on what a rollout will look like for LDSB. In reference to COVID-19 we expect there may be an increase in supply staff requirements, and we have increased that allocation accordingly. We will attempt to be nimble and our staff have presented a balanced budget – we have access to reserves up to 1% of revenues- should we require that, we would adjust numbers in the fall. Trustee Elliott asked if the funding for PPE is coming from the Government. Superintendent Young advised there has been no announcement for funding of PPE. Purchasing is looking at what may be required for the fall. We are checking with supply chains to ensure that come September we will have product in our warehouse for the fall and we are tracking our expenditures. Trustee Elliott asked if LDSB will provide PPE for staff and students. Superintendent Young stated discussions are underway on this and he couldn't confirm that at this point.

Trustee Morning inquired if transportation would cost a lot more as we have only increased by \$500K, what happens if we go over, we can't keep using the 1% of revenues from reserves. The classroom teachers' salaries for First Nations, Metis and Inuit studies receive the bulk of money for Indigenous studies; why wouldn't that be under the GSN's? Would the classroom teachers be additional teachers that are hired just for those studies? Are the studies for the grade 11 courses? Superintendent Young stated right now with transportation we are looking at a model that would have us transporting a max of 24 students- that may possibly change but we are awaiting more direction – there aren't enough school buses in the province to do a max of 24 students per bus, we currently exceed 50 students per bus right now. We are working with ministry and co-terminus boards to sort out what transportation will look like come September. We will react as we need to and bring forward revised estimates in the fall should we require to do so. Superintendent Burra stated that \$1.3 million represents just over 60 secondary teaching sections and just over 10 secondary teachers for grade 11 course – using Indigenous authors and webinars to support the learning in the classroom. That is not part of GSN as it varies depending on number of students taking and receiving that credit, the vast majority of these courses are the grade 11 English. Part of that includes a grade 9 art course that focuses on First Nations, Metis and Inuit art.

Trustee Hutcheon has an overall concern that this is a status quo budget and given that we have until August to submit the numbers, she thinks it might be worth waiting. We are still analyzing the survey to figure out what September is going to look like. It seems we need more information to go ahead responsibly with this budget as this is not a normal year. At this point I feel I need more information before I can reasonably move forward with this. The MOE has indicated that they will be releasing plans in early August. We have most of our numbers in place, our staff has proven how well they can work through this pandemic. I would be more comfortable waiting before going ahead with this budget.

Chair French stated we don't anticipate any new budget information over the summer. Revised budgets in the fall allow us to plan for the year and then if new information becomes available we can make revisions. Superintendent Young stated that any PPFs which were announced in fall, the amounts were put into revised estimates. When we are correlating the 2020-21 budget we are correlating back to 2019-20 revised estimates. We do have time as

we move forward if we need to make adjustments. We don't anticipate revenue adjusting unless additional PPFs come forward such as for PPE that is required. That would be shown in revised estimates.

Trustee Ruttan noted we have to pass a budget so staff can move forward. The MOE has to look after all school boards across the province. The MOE is still working a lot of this out. Has the MOE not provided anything as per the labour agreements? Are we waiting for any revenues through labour agreements? Superintendent Young advised they have provided increases for every group apart from Vice Principals and Principals. We expect that to come through as a PPF in the future. All PPF's agreed to provincially have come through in this budget.

Trustee Gingrich inquired if there will be any extra funding for busing? Can we dip more into the reserve funds due to pandemic? Superintendent Young replied that busing would be dependent on the contract wording. The increased cleaning is expected as part of the contract. If it's not specifically named in contract then there is potentially an increase to the school board. The joint effort would be if the contract allowed for that. Such as when the buses don't run there is a fuel offset. When they don't operate the fuel offset comes back to the Board. The MOE has made it clear on preliminary budget that they will not approve budget that dips into over 1% of reserves.

Chair French inquired if the allocation amount for rural and remote includes accessibility and Wi-Fi funds – how does that sit relative to some expenses we have to ensure that our remote students have access to Wi-Fi. Superintendent Young advised that we cover those expenses through various allocations to ensure Wi-Fi is covered and included in budget.

3. Manager Baumann presented the 2020-2021 Preliminary Capital Budget – Revenues and Expenditures. The 2020-2021 Preliminary Capital Budget – Revenues and Expenditures is presented on a modified cash basis. Capital Revenues of \$24,506,489 are balanced to the Capital Expenditures of \$24,506,489.

Ministry Programs – School Renewal - For 2020-2021, the School Renewal allocation is \$4,213,907, an increase of \$85,815 as compared to the 2019-2020 Revised Estimates amount of \$4,128,092.

Ministry Programs – School Condition Improvement- For 2020-2021, the School Condition Improvement allocation is \$16,884,112, an increase of \$2,112,187 over the 2019-2020 Revised Estimates amount of \$14,771,925.

School Generated Funds - Playground Structures- Similar to previous years an estimate of school fundraising efforts to support playground play structure projects has been included.

Ministry Financing – Interest on Short-Term and Long-Term Debt- Debt charges permanently financed of \$457,419 represents the 55 School Board Trust debt (preamalgamation liabilities not permanently financed until 2033). Capital debt support interest of \$2,810,220 includes nine OFA long-term financings, all for 25 years. Short-term interest supported by the Ministry is estimated to be \$115,.831 for 2020-2021.

**Committee of the Whole Board (Budget)
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Trustee Godkin commented that it would be more beneficial if there was more information in regards to the various schools such as how many schools are included in the amounts. A little bit more clarity on how many schools are benefiting from this and the problems. Superintendent Young reminded Trustee Godkin that last January he brought forward a report from Facilities that detailed the projects for individual schools. The large pockets of the various projects were approved last spring and in January 2020 he brought forward a detailed project list of what was to be completed at each of the schools. He will bring a comprehensive list in January 2021 to Trustees of the various projects at each school. Trustee Godkin looks forward to the report in January 2021.

Action Items:

Manager Baumann, presented the 2020-2021 Consolidated Budget and Recommendation to the Board for Approval. The 2020-2021 Preliminary Operating Budget Revenue totaling \$254,124,312 and the 2020-2021 Preliminary Operating Budget Expenditures totalling \$254,097,034 were presented at the July 13, 2020 Committee of the Whole (Budget) meeting. The 2020-2021 Preliminary Capital Budget Revenues and Expenditures, each totalling \$24,506,489 was presented at the July 13, 2020 Committee of the Whole (Budget) meeting.

\$443,112 has been transferred from operating revenue to deferred capital contributions related to tangible capital assets for minor capital additions related to furniture and equipment, vehicles, computer hardware and software tangible capital assets. A similar adjustment has occurred under the expenses.

\$21,238,850 has been transferred from capital revenue to deferred capital contributions related to major capital additions. A similar adjustment has occurred under the expenses.

Amortization expenses have been added for \$15,496,933 with an offsetting amortization of deferred revenue of \$15,390,121. The difference of \$106,812 represents funding of \$79,534 coming from committed capital surplus and \$27,278 offset against operating budget revenue.

\$5,800,000 has been added to both revenue and expense for school-generated funds.

\$159,000 has been added to both revenue and expense for Charitable Funds.

Amortization of employee future benefits of \$1,121,983 and accrued interest of \$43,127 have been excluded.

\$1,121,983 of the amortization of employee future benefits is funded from retirement benefits accumulated surplus.

The 2020-2021 Budget contains total revenues of \$278,297,960 and total expenses of \$278,334,367 prepared in accordance with PSAB standards.

Trustee Godkin stated I want to make it absolutely clear that you all did a marvelous job with the budget, the MOE gave you x and you produced a balanced budget of x. I am going to have difficulty supporting moving forward with the budget at this time as the MOE has given us until August to submit it. They have said we have to come up with an action plan

with three different scenarios. Depending on what scenario we choose we may have to dip into reserves. I would like to wait.

Director Rantz thanked Madam Chair and Trustees and stated "I know this is a very difficult time for all of us. The school board cannot function without a budget that is passed by the Trustees. We would not be able to operate or have any expenditures for staff. We are tracking all COVID-19 related expenses and I know through OPSBA Trustees have pleaded to the Government. We track our costs assuming those will be reimbursed by the Government. Any changes that we would need to make to budget can be addressed in revised estimates. No matter which scenario the Government goes with – we will float fluidly between those situations. It could quickly become a situation where we are back to school to operate school without a budget. I totally understand and respect the comments with fear of the future. I can assure you the budget you have in front of you is to maintain operations in a normal way and we will have to cope with whatever we have to deal with. We will make those decisions whether you approve the budget or wait. Its our job to bring you a balanced budget and we have done that so far for the past five years. A budget is just like what you do in your home, no one plans on terrible things happening in their own budgets but you readdress the budget when things happen. When we know what we are dealing with in the fall we will come back to you and figure out adjustments. By approving the budget you are doing your due diligence."

Chair French advised the Trustees that we will continue to advocate over summer and as staff work through summer.

The 2020-2021 Budget supports the strategic direction of the Board as outlined in the new Board Strategic Plan, is balanced and is compliant with the Ministry of Education requirements.

MOTION –That the Board approve the 2020-2021 Budget prepared on a PSAB basis with total revenues of \$278,297,960 and total expenditures of \$278,334,367.

MOVED BY - Trustee Ruttan, seconded by Trustee McGregor. Carried.

Trustee Elliott thanks Director Rantz for the additional comments. I know people plan for emergencies but COVID-19 is not a future concern it is happening now, I have concerns about the status quo budget.

Chair French asked if there were any objections to the motion - Trustee Godkin and Trustee Hutcheon were not in favour of the motion.

MOTION passes on page 26 as discussed.

Chair French thanks Superintendent Young and the team for presenting the budget and the diligence to bring a balanced budget as required.

Other Business

None at this time.

Committee of the Whole Board (Budget)
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July 13, 2020

Next Meeting Dates:

None at this time.

Adjournment

Chair French called for a motion to adjourn the meeting.

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

The meeting adjourned at 6:00 p.m.

COMMITTEE OF THE WHOLE (EDUCATION, POLICY AND OPERATIONS) MEETING MINUTES – AUGUST 26, 2020

PUBLIC MEETING

Roll Call:

Administrative Staff Present:

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

Limestone District School Board

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

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1. Private Session – 5:30 p.m.

2. Motion to Move into Private Session

MOVED BY: Trustee Godkin, seconded by Trustee McGregor that the Board move into Private Session. Carried

3. Declaration of Conflict of Interest

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

4. Action Items

4.1 Labour Update

Superintendent Labrie provided Trustees with a labour relations update.

5. Information Items

5.1 OPSBA Update

Chair French referenced the confidential labour relations update that was forwarded to the Trustees as Labour Relations Committee formally resumes for the new school year, which they would have received through the OPSBA delegate or Chair.

Chair French updated Trustees on communications with respect to OSTA-AECO.

6. PUBLIC MEETING

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 Greater Town of Napanee.

The regular complement of Senior Staff is present for this meeting along with Director of

Limestone District School Board

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SEE YOURSELF IN LIMESTONE

Education Krishna Burra and support staff.

Trustees Morning and Brown join the meeting virtually; all others are present here in the main boardroom.

The camera that we are using for tonight's meeting tracks to our voices, so viewers will notice a slight delay as this happens."

Chair French called the meeting to order.

Chair French 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."

7. Adoption of Agenda

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

8. Declaration of Conflict of Interest

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

Section A – Matters Requiring Action at the Meeting

9. Reports for Information

9.1 Interim Report Quarter 3 2019-2020

Manager Baumann advised that a 2019-2020 Interim Financial Report was presented to the Board on April 29, 2020 and provided operating expenditures for the period ending February 28, 2020 (Quarter 2). In the Trustee agenda package is the 2019-2020 Interim Financial Report for the period ending May 31, 2020 (Quarter 3), which is being presented in a similar format as the 2019-2020 operating budget, indicating the amount spent by expenditure

Limestone District School Board

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SEE YOURSELF IN LIMESTONE

category and the associated percentage.

As at Quarter 3, \$185,471,775 of the \$248,930,822 operating budget, or 75%, has been spent. The expenditures are based upon items paid within the stated period. Certain expenditures may be non-cyclical in nature, which may lead to higher or lower expenditures within a given period. An example would be continuing education in which 44% of the operating budget was spent in Quarter 3.

Manager Baumann said that the 2019-2020 Interim Financial Report for Quarter 3 indicates a spending level of 75%, which is 1% more than the 74% spending level reported for the same period last year. The 1% increase in spending is related to the timing of pay processing in the year, with one less pay processed at May 31, 2019.

The Board expects to end the 2019-2020 fiscal year in a surplus budget position.

MOVED BY: Trustee Ruttan that this report be received for information. Carried.

10. Reports for Action

10.1 Short Term Borrowing Resolutions

Superintendent Young advised that this is a housekeeping item, as the Education Act requires the Treasurer of the Board to furnish to the bank a copy of the resolution(s) authorizing the borrowing of funds.

Periodically the Board is required to borrow funds for current operating purposes to provide interim financing until revenues are received from municipalities and the Province. The Board did not have any operating borrowing requirements during 2019-2020, however the Board is subject to cash flow decisions from the Province and should have a borrowing resolution in place to provide interim financing if our cash flows should change.

Superintendent Young noted that in the agenda package, Trustees can see the operating resolution authorizes the signing officers of the Board to borrow operating funds when required to meet short-term cash flow needs. The dollar amount of the operating borrowing

requirement has been set to a maximum of \$20 million and is the same amount as in 2019-2020.

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

As a result, the Board may be required to arrange all or a portion of \$31,379,984 in short-term capital requirements in 2020-2021, until long-term financing arrangements are established by the Province or funds are provided.

Superintendent Young provided a breakdown of the short-term capital requirement for two projects *New Kingston Secondary School Project* and for the *School Condition Improvement Project*. The Royal Bank of Canada (RBC) is the Board's primary banker, a relationship that dates back to 1966. The banking services agreement with RBC extends to 2021.

MOVED BY: Trustee Godkin that the Board authorize the signing officers of the Board to enter into agreements with the Royal Bank of Canada for the following:

1. The borrowing of funds to meet operating requirements to a maximum of \$20 million for the 2020-2021 fiscal year.
2. Interim capital financing of up to \$31,379,984 to support capital projects planned and/or underway for the new Kingston Secondary School & School Condition Improvement. Carried.

10.2 Disposition of School Property

Superintendent Young advised that on June 19, 2013 the Public Accommodation Review, which included Kingston Collegiate & Vocational Institute, was concluded and it was resolved:

That the Limestone District School Board apply for funding from the Ministry of Education for the building of a new secondary school in Central Kingston to be built on the QECVI site, or another site to be determined; that QECVI and KCVI be closed as secondary schools; and that students and programming be consolidated between the new school and LCVI.

The funding to build a new secondary school was approved and construction was undertaken. Students from the catchment area of the former KCVI and QECVI school buildings will be attending the new secondary school, Kingston Secondary School, in the 2020-2021 school year.

The site at 235 Frontenac Street is 1.1 hectares with a building size of 16,362 sq. m. The building's exterior façade fronting Frontenac and Alfred streets have been designated heritage.

Superintendent Young advised that this site will be closed for the purposes of pupil accommodation in 2021 and the building will be vacant at that time. LDSB is required to offer the property to preferred agencies under Ontario Regulation 444/98 Disposition of Surplus Real Property. Superintendent Young indicated that in their agenda packages, Trustees can see the preferred agencies listed in accordance with section 3.(1) of Ontario Regulation 444/98.

Superintendent Young noted that the listed preferred agencies have 90 days after the day on which the Board issues the proposal to submit an expression of interest or offer. After submitting an expression of interest but before the expiration of 180 days, from the date the Board issued the proposal, agencies may submit an offer.

He further noted that an offer for sale must be at fair market value and that an appraisal to determine fair market value will be undertaken.

Superintendent Young confirmed, when questioned, that a lease back could be included as a condition of sale.

MOTION: That the Limestone District School Board hereby resolves that 235 Frontenac Street is not required for the purposes of the Board; and
That the Board authorize the Superintendent of Business to undertake the sale of 235 Frontenac Street in accordance with the Ministry of Education regulations including but not limited to Ontario Regulation 444/98 – Disposition of Surplus Real Property.

Roll call Vote:

Limestone District School Board

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

SEE YOURSELF IN LIMESTONE

The non-binding vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee
McGregor, Trustee Ruttan, Trustee Putnam, Trustee Quadir, Trustee Travis (9)
NAYS: Trustee Godkin, Trustee Hutcheon, Trustee Morning (3)
ABSENT: (0)

The binding recorded vote was as follows:

YEAS: Trustee Brown, Trustee Elliott, Trustee French, Trustee Gingrich, Trustee
McGregor, Trustee Ruttan (6)
NAYS: Trustee Godkin, Trustee Hutcheon, Trustee Morning (3)
ABSENT: (0)

The motion carried.

Section B – Information

11. Internal Reports and Other Communications

None at this time.

12. External Reports and Other Communications

None at this time.

13. Other Business

None noted at this time.

14. Next Meeting Date

Regular Board Meeting – September 9, 2020

15. Adjournment

MOVED BY: Trustee McGregor that the meeting adjourn. Carried

Limestone District School Board

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

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The meeting adjourned at approximately 6:30 p.m.

Limestone District School Board

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

SEE YOURSELF IN LIMESTONE



ADMINISTRATIVE REPORT: SCHOOL RE-ENTRY UPDATE

REGULAR BOARD MEETING

September 9, 2020

Purpose

To provide Trustees with an update on LDSB's School Re-entry plan.

Virtual School/Remote Learning

Infrastructure and support continue to be put in place for the Limestone DSB Virtual School. Elementary and secondary lead administrators have been appointed. Secondary timetabling and staffing have been completed and secondary students will begin virtual classes on September 8, 2020. Elementary students will begin Phase One of remote learning on September 8. To help maintain a home school connection, students will be assigned asynchronous (scheduled) learning activities by the home-school teacher, who will also check-in with them periodically over the first few weeks of school. During Phase One, elementary students will have access to online synchronous (live) learning support from contract teachers not assigned to face-to-face learning (e.g. accommodated) and central program staff. Families will have until September 14, 2020 to opt-in or out of face-to-face learning. Elementary students will enter Phase Two of remote learning September 24, 2020, beginning virtual classes with a teacher attached to the virtual school through the regular elementary district-wide reorganization process.

Transportation Back to School and Student Mental Health

In preparation for return to school, 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. They include the following resources:

- A detailed slide presentation, including foundational information focused on student and staff well-being, as well as information about specific tools that can be used in both in-

class and in virtual settings to support student well-being, social emotional learning, and reflect a commitment to equity and inclusion.

- [The First 10 Days](#) (and Beyond) – Offers a range of ideas to help educators get the school year off to a good start. The activities outlined in the resource focus on relationships, connection, and community. They are designed to help students ease into school routines. That will allow them time to learn and practice skills to manage the emotions and challenges they may encounter in coming weeks.
- Minds Online – Mental Health and Well-being course . This resource allows educators easy access to evidence-informed learning materials, video links and resources to assist them in embedding mental health and wellness teaching into their everyday work. It also includes help-seeking resources that can be provided to students and parents/caregivers.
- [MH Lit – Mental Health in Action](#) – This course, designed for elementary educators, provides foundational knowledge and information related to mental health, social-emotional learning, strategies to enhance student mental health, and everyday practices for use in the classroom. A secondary version is expected shortly. Anyone with an Ontario College of Teachers number is eligible to register.
- Supporting Social Emotional Learning – A number of K-12 resources were made available to educators to support learning in this area. These resources include the following:
 - o SEL Posters for elementary and secondary students - <https://smho-smso.ca/blog/online-resources/sel-posters/>
 - o SEL Videos for secondary students - <https://smho-smso.ca/students/learn-more/understanding-social-emotional-learning/>
- [Everyday Mental Health Classroom Resource](#) – This resource was developed by SMHO in partnership with ETFO in 2017. It is designed to support teachers in learning about brief, safe and inclusive practices for all students. A [parent resource](#) was also shared.
- Tip sheets were shared, including [Supporting Student Mental Health During a Pandemic](#) and [Talking with Parents and Families About Mental Health](#).
- Student resources were provided, including [Self-Care 101](#), [Reaching Out](#), [No Problem Too Big or Too Small](#) Pocketbook
- The LDSB Mental Health and Addictions Strategy, LDSB Suicide Protocol, and LDSB Pathways to Care documents were re-shared with educators.
- Additional resources were provided to administrators, including a tip sheet on how to Understand and Respond to Parent Concerns, Key Messages to Support School Leaders in a Mentally Healthy Return to School, and Considerations and Reflection Questions for School Leaders.

Transportation

Tri-Board Student Transportation transports 30,000 students on over 600 runs. It has provided a return to transportation plan in response to COVID-19 on their [website](#). This plan is in keeping with the Ministry of Education's Guide to Reopening Ontario's Schools and local public health guidelines. There have been some questions regarding transportation and the option to "opt out" of transportation as listed on the Tri-Board website. Additional clarification is as follows:

- Students who have "opted out" of transportation through the Tri-Board website will need to reapply for transportation through the Tri-Board website when they decide to utilize the transportation services.
- Students who have chosen the remote learning option (but did not "opt-out" of transportation on the Tri-Board website), who choose to return to in class learning by September 14, 2020 should follow their original notification with regards to bus pick up and drop off times that they received from Tri-Board.
- Students in remote learning who decide to return to in-class learning after September 14, 2020, will need to apply for transportation on the Tri-Board website.
- Tri-Board will address the transportation applications on a first-come first-served basis, the timeline for processing will be dependent upon the number of applications received.

Outbreak Protocol

The provincial outbreak protocol information was released last week. KFL&A Public Health released local documents on September 2, 2020 (see appendices). The key messages related to the outbreak protocol are as follows:

- Daily screening checklist for families and staff – to appear on Board and school websites (translations are being provided to support newcomer families)
- Steps for when happens if a student develops symptoms at school
- Communication for families on next steps after leaving school if a child goes home ill
- Positive cases identified, or an outbreak declared by KFL&A Public Health
- Communication/direction from KFL&A Public Health regarding positive cases or an outbreak to facilitate contact tracing
- School boards to communicate information as outlined in the outbreak protocol (posting on website)

The Ministry of Education is requiring daily reporting from schools and school boards. There is also daily contact between the local Medical Officer of Health and the Board COVID-19 lead (Associate Superintendent Scot Gillam).

Communication

Limestone's Communications department continues to work closely with the Algonquin & Lakeshore Catholic District School Board, Hastings & Prince Edward District School Board, KFL&A Public Health and Hastings Prince Edward Public Health on a joint multi-pronged strategic communications plan to support school reopening communications. Our communications plans are dynamic and are being updated and amended weekly.

New messages to families and staff from the Director of Education were sent August 26, 2020, August 28, 2020, and September 2, 2020. The board's frequently asked questions and Family Reference Guide was updated August 28, 2020 to reflect recent changes and updated information. Another update is planned for early September to include new information from the Ministry of Education's *Operational Guidance: COVID-19 Management in Schools*.

KFL&A Public Health has also produced support documents for families including:

- [COVID-19 Information for Parents, Guardians, and Caregivers](#)
- [COVID-19 Communication Protocol for School Staff](#)
- [Use of Face Coverings in Schools](#)

Masking

The recent motion by the Board of Trustees regarding masking for students in Kindergarten to Grade 3 and the implications in the classroom has caused some confusion. As a reminder, based on provincial direction, all students in Grades 4 to 12 are required to wear non-medical or cloth masks while indoors at school (including classrooms and common areas such as hallways) and on the school bus, unless there is a necessary exemption (medical conditions or special needs) that would prevent them from wearing a mask. Families are expected to provide non-medical or cloth masks for their student(s). A supply of non-medical masks will be available at schools for those students who require one. Resources have been provided to schools and families regarding which face coverings are appropriate in schools, and how to care for and store face coverings.

While Trustees voted to have all students in Limestone, including Kindergarten to Grade 3, wear masks in schools and on buses, we have provided further clarification acknowledging that the provincial directive/guidance is clear that masking is not mandatory for this age group. Consequently, staff will be patient and gentle in working with Kindergarten to Grade 3 students to wear and use masks properly unless there is a necessary exemption, but there will not be any disciplinary measures taken against students struggling to comply nor enforcement of masking.

Masking is strongly encouraged to maximize safety, but there is also recognition that Limestone's youngest learners may face challenges with masking and this issue cannot be an obstacle to a positive start to the school year and focusing on learning and fun in classrooms.

Prepared by: Krishna Burra, Director of Education
Craig Young, Superintendent of Business Services
Alison McDonnell, Superintendent of Education
Scot Gillam, Associate Superintendent
Steve Hedderson, Associate Superintendent
Karen Smith, Communications Officer



ADMINISTRATIVE REPORT: READINESS TO WELCOME INTERNATIONAL STUDENTS

BOARD MEETING

September 9, 2020

Purpose

To provide trustees with an update on LDSB's readiness to welcome new international students.

Background

Limestone District School Board schools have welcomed international students for many years. In March 2020, LDSB staff worked with our international partners to ensure student and staff safety by following COVID-19 restrictions set out by both the provincial and federal government. In recent months, the Provincial government has participated in ongoing discussions with the Federal government on how to confirm and support school boards' readiness to welcome back new international students. International students that have been here in the past are currently welcome back to study in Limestone under the Government of Canada Immigration and Citizenship Department.

Current Status

Limestone usually hosts between 100-130 International students each year. For September 2021 we were on track to host over 120 International students. This year, due to the current border restrictions, only returning students are allowed back. This represents less than half of the number that would normally be studying in Limestone.

Health Canada recently provided specific criteria which must be demonstrated by school boards in order for schools to be ready to accept students from outside Canada. The Limestone District School Board International Education department worked closely with Ontario Public Health and KFL&A Public Health to create the re-entry plan which was approved by Dr. Moore, KFL&A Public Health on

August 11, 2020. The LDSB international student re-entry plan aligns with all components of the Health Canada criteria including overall requirements, pre-arrival requirements for schools and boards, 14-day quarantine and post-quarantine requirements. The 14-day quarantine period is in place for all international students coming to Ontario from outside of Canada, and also requires COVID-19 testing at least once during the quarantine period, even if the student is not exhibiting COVID-19 symptoms. The Health Canada and Ontario government requirements for international students are over and above the normal protocols for individuals from outside Canada.

LDSB will be providing online learning through the LDSB Virtual School for international students to start the 2020 – 2021 school year. This will allow for international students to travel to Canada when travel restrictions have lifted, and quarantine for 14 days without negatively impacting their educational programming. Current travel restrictions prevent the admission of any new international students until at least the end of September 2020.

Recommendations

The Board of Trustees approve the following motion:

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.

Prepared by: Jessica Silver, Superintendent of Education

Reviewed by: Krishna Burra, Director of Education

August 31, 2020

The Honourable Stephen Lecce
Ministry of Education
5th Floor, 438 University Ave.
Toronto, ON M5G 2K8

To the Honourable Stephen Lecce, Minister of Education:

For several months now, school boards across Ontario have been working diligently to prepare for the safe reopening of our schools. As you know, the process to return students and staff to in-person learning is both complex and challenging. Navigating this process is made more difficult by constantly updated and new information just days away from the start of classes in the Limestone District School Board on September 3, 2020.

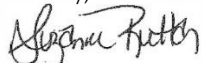
Since the Ministry of Education released its *Guide to Reopening Ontario's Schools* on July 30, 2020, we have been inundated with questions and concerns from our families and staff about the provincial reopening plan. Trustees have several concerns with both the lack of involvement of Board staff in this process, and the availability of timely information from the government, to allow staff to respond to questions. As we shared with you in a letter dated July 24, 2020, our Board of Trustees remains concerned about the considerable costs that will be incurred by school boards that are not provided for in current funding models. Further, there may be additional costs of which we are not yet aware given the evolving and unpredictable nature of COVID-19.

We were pleased to see recent provincial investments to support additional teaching staff and improvements to ventilation in our schools; however, the amounts that Limestone will receive are far below what is required to meet some of the safety measures recommended by health experts, including those outlined in the *COVID-19: Guidance for School Reopening* document authored by Sick Kids in partnership with other Ontario pediatric hospitals, epidemiologists and public health physicians. We were buoyed by the August 26, 2020 announcement that will see Limestone allocated \$2.5 million from the federal government's *Safe Return to Class Fund* to support back-to-school plans. Again, most of these funds are earmarked for specific items related to staffing, transportation, remote learning, special education and mental health. We are pleased that you have acknowledged the need for flexibility for some of this funding by providing us with \$1 million for "school reopening emerging issues." However, we need further flexible funding to support some of the most critical needs such as ventilation improvements at our schools and sites. Our allocation for ventilation, for example, is \$568,100 which early estimates suggest would only provide significant improvements to one or two sites. We have 55 schools across our district.

Our Board of Trustees approved a motion at a Special Board Meeting August 20, 2020 to amend the 2020-2021 budget to use our Accumulated Surplus of up to 1% of operating revenues (to a value of \$2,465,397) to help us address increasing and evolving COVID-19-related expenses. Our concern is that this may be inadequate to address ongoing expenses related to the pandemic, and again, does not allow us to address safety measures such as ensuring physical distancing of two metres, further ventilation improvements, or the possible inclusion of Plexiglas barriers where distancing is not possible. Further, these reserve funds are intended for emergency and/or unexpected expenses that emerge throughout a school year. To drain our reserve fund for pandemic-related expenses leaves us vulnerable for other unknowns that often occur.

Our KFL&A region has worked incredibly hard to stop the spread of COVID-19 in our communities allowing us to safely reopen our schools to students and staff five days a week for in-person learning. We want to ensure that we remain best prepared to deal with the unpredictable yet inevitable obstacles that await as we continue to respond to this unprecedented pandemic. We know this is new for everyone, but there are supplementary measures that could be put in place to ensure greater student and staff safety provided boards receive more robust funding and the flexibility to use it where it is needed most. Boards and the government must work together collaboratively to ensure we are providing the best defence against COVID-19. We remain ready to work with you to do the best we can to support health and safety across our communities.

Sincerely,



Suzanne Ruttan
Chair, Limestone District School Board of Trustees



**We're Putting
Wellness First**



**We're Turning
Innovation into Action**



**We're Committed
to Collaboration**

Limestone District School Board is situated on traditional territories of the Anishinaabe & Haudenosaunee.
Suzanne Ruttan (Chair) | Krishna Burra (Director of Education and Secretary) | Craig Young (Treasurer)