

LIMESTONE DISTRICT SCHOOL BOARD

Agenda

Committee of the Whole Board

(EDUCATION, POLICY & OPERATIONS)

MEETING

Wednesday, January 30, 2019

Limestone District School Board Education Centre
Barry C. O'Connor Boardroom
5:00 p.m.

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

Declaration of Conflict of Interest

Section A –Matters Requiring Action at the Meeting

1. Reports for Information

- a) Experiential Education (Strat. Plan Ref. I3.1) – Associate Superintendent Gillam
- b) Kingston Secondary School Update (Strat Plan Ref. C1.1) (Presentation) – Superintendent Burra
- c) Q1 Interim Financial Report – Superintendent Young
- d) 2019 Kilometre Reimbursement Rate – Superintendent Young

2. Reports Requiring Decision

- a) SEAC Membership (Strat. Plan Ref. I2) – Associate Superintendent McDonnell

Section B –Information Items

1. Internal Reports and Other Communication

2. External Reports and Other Communication

Other Business

Next Meeting Date

March 6, 2019 at 5:00 p.m.

Adjournment



We're Putting Wellness First



We're Turning Innovation into Action



We're Committed to Collaboration

Education Policy & Operations Committee

ADMIN REPORT: EXPERIENTIAL EDUCATION AND 7/8 GUIDANCE TEAMS

JANUARY 30, 2019

Purpose:

To provide Trustees with an update of our experiential education and 7/8 guidance programming currently being offered by the Limestone District School Board to elementary students.

Background:

Experiential Education

Itinerant Experiential Teacher

This is the second year that Jason Quenneville has supported a variety of elementary schools with both Construction and Culinary skill development. Jason works alongside classroom teachers in providing hands on, experiential learning in the construction of a variety of design projects, as well as the creation of healthy and nutritious meal options. Safety skills are taught in both streams. Jason has also facilitated safety skills workshops for our elementary educators.

Experiential Learning Consultant

Geoff Petznick was hired in February 2018 to fill the role of Experiential Learning Consultant. Geoff has worked with K-12 educators, community partners and sector personnel to expand experiential education through a wide variety of activities and experiences. He has been part of the leadership team that offered the Women in Trades day this past fall, at St. Lawrence College.

Grade 7/8 Guidance Teams

Effective the 2018-2019 school year, the Limestone District School Board hired 4 elementary teachers to provide support for our elementary students in 3 different areas:

- deepen educator and student understanding of the My Blueprint tool
- plan experiential learning that engages students and exposes them to a variety of career options
- co-plan and work with small groups of students to explore pathway options

These positions were created through a Ministry Grant for Student Needs (GSN). Educators were assigned to family of schools based upon enrolment, school proximity, and student need.

Current Status:

Experiential Education

Itinerant Experiential Teacher

This year, Jason has continued to work with specific schools on either a construction or culinary focus, or both. Schools visited this year include GREC, NAEC, and Elginburg PS with Selby PS, and Odessa PS scheduled for early in February. Jason and the experiential team have been working since Spring 2018 on the CLASS project – Contextualized Learning Activities for Student Success. CLASS is a shift in the focus on his role to increase teacher capacity and sustainability across our system, in the area of experiential learning. CLASS is an innovative and responsive professional development model that builds capacity in teachers (Grades 7 & 8) to provide integrated experiential learning. CLASS also promotes student pathways and the potential expansion of the Specialist High Skills Major (SHSM) footprint in the Limestone District School Board through economic sector-based inquiry. Currently, there are 17 teachers, 15 schools, and approximately 500 students involved in the CLASS model. Schools include JR Henderson PS, LaSalle Intermediate, Prince Charles PS (Verona), Catarauqui Woods PS, GREC, Tamworth PS, J.G. Simcoe PS, Selby PS, L'Acadie, Southview PS, Odessa PS, Joyceville PS, Perth Rd. PS, NAEC, Lancaster PS.

Experiential Learning Consultant

Geoff has been active in supporting and facilitating a multitude of experiences for a wide variety of grades and schools. A sample is included below:

Virtual Classroom - Using data enabled technology (iPAD equipped with specific camera, microphone and tripod), teachers and students can immerse themselves in an experiential activity. Using the Minds Online based virtual classroom, students can share their experiences with other students in real time format, while having the ability to virtually connect with an expert in the field, who may or may not be physically present. This model was also used to enhance our “Take Your Child to Work” day by having student ambassadors broadcast from the location they chose specific to an occupation, and sharing their experiences.

Forest School - Working with a group of kindergarten educators to develop a sustainable LDSB Forest School model, the educator team co-plans rich, cross-curricular lessons with an emphasis on all four frames of the Kindergarten program (Belonging and Contributing, Self-Regulation and Well-Being, Problem Solving and Innovation, and Demonstrating Literacy and Mathematics Behaviors). This aligns with the Ministry's 4-5 hours of outdoor play.

TechnoMath - This project involves working with either Grade 9 or Grade 10 Math and Technology (specifically Gr 10 Construction and Gr 10 Hospitality) teachers to create carefully planned, curriculum aligned two-credit courses. These courses build on each subject's curriculum to allow students to discover and build on the natural connections between both subject areas.

GROW Gardens- This project is a partnership between elementary and secondary teachers and students. Loving Spoonful is a local not for profit organization that promotes sustainability and healthy eating. They are assisting with installing gardens in local elementary schools and teaching about growing food. This project is a partnership between these three groups (elementary, secondary and Loving Spoonful) to provide cost effective, student built and installed gardens.

StopGap - Secondary students are partnering with a national organization (StopGap) to promote and assist in making business and storefronts in town more accessible. The local businesses provide the measurements needed and the students design, build and complete accessibility ramps for each specific situation. This is a terrific partnership that provides students with an opportunity to see the value of mathematics in a practical setting (this has been used as part of TechnoMath).

Medicine Wheel - Working with Elders from our local area, elementary students will be designing and building Medicine Wheel tables to be used in classrooms. The students will work one on one with secondary students in the construction.

Limestone Skills Competition - On March 22nd, 2019 Limestone will be holding its annual skilled trades competition. This day will bring together staff and students from both elementary and secondary panels to compete in contests related to their area of expertise in the skilled trades.

Grade 7/8 Guidance Teams

Since September 2018, the team has worked alongside intermediate educators and students in schools. Each of the four Guidance Team members was assigned a home base/office within one elementary school. However, they share their time and schedule their days in all of their schools (10-12 schools, depending upon the educator).

Each 7/8 Guidance teacher began their school year building educator and student capacity in the use of the MyBlueprint tool. MyBlueprint is a program that assists students in developing their own interest profiles in order to begin to plan for their future.

While this work has continued, the team has also worked closely alongside the secondary guidance teams to build a one-page document for each secondary school to provide Grade 8 families (see attachment as an example). This document outlines all transition activities that assist elementary students and their families to prepare for their transition to high school. In addition, the 7/8 Guidance Team members have served as a liaison between both elementary and secondary sites.

The 7/8 Guidance team has enjoyed planning and delivering experiential learning and STEAM (Science, Technology, Engineering, Arts and Math) activities for intermediate students. They have also partnered with the Experiential Education team to support the experiential learning program (i.e., construction and culinary programs). Following student participation in the program, the 7/8 Guidance educator will then facilitate student reflection following the learning, using the MyBlueprint tool.

Following the high school registration process in January and February 2019, the 7/8 Guidance team is planning to focus on community outreach as they organize events, programs and field trips that will meet the needs of our students interested in different careers. These activities will further support student pathway planning.

Recommendation(s):

That this report be received for information purposes.

Report Prepared By: Scot Gillam, Associate Superintendent of Safe and Caring Schools and Program, and Stephanie Sartor, Associate Superintendent of School Effectiveness and Assessment

Reviewed By: Debra Rantz, Director of Education

Attachments:

NDSS One Page Transition Document



A ROADMAP TO

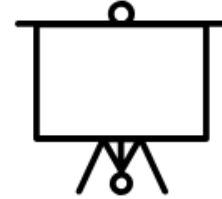
NAPANEE DSS

FOR GRADE 8 STUDENTS

Jan

Visit to your school

The Guidance counsellors from NDSS will come to your school to tell you all about life at NDSS. They'll explain all the different courses, levels, and electives you can take.



Feb

NDSS Open House

You and your family are invited to visit NDSS on **Wed, Feb 13 from 6:30-8:00** to meet the rest of the Guidance team, visit classrooms, and see examples of student work.

Mar

Course Selections

You will need to choose your courses by early March. Your teacher and Guidance Teacher are here to help! These will need to be submitted to NDSS before March Break.



May

May Day Assembly

All Grade 8s from feeder schools are invited to NDSS on **Thu, May 2** where you'll learn about clubs, find out how to get involved, and go on a tour of the school.

Aug

NDSS Orientation

On **Wed, Aug 28**, you and all the other new Grade 9s will come to NDSS to get your timetable and lock, meet other students, and do one more tour with your schedule.



A Grade 8-9 Transition Guide



We're Putting Wellness First



We're Turning Innovation into Action



We're Committed to Collaboration

Education Policy & Operations Committee

ADMIN REPORT – 2018-2019 REVISED ESTIMATES AND INTERIM FINANCIAL REPORT FOR Q1

JANUARY 30, 2019

Purpose:

To report on the 2018-2019 revised estimates and interim financial operating expenditures for the period ending November 30, 2018 (Quarter 1).

Background:

2018-2019 Revised Estimates:

The Ministry requires school boards to submit revised estimates by December 15th of each year reflecting updated enrolment, revenue and expenditures.

This report provides an update on enrolment and staffing changes since the budget was approved by the Board on June 20, 2018. Also, included are updated operating and capital sections of the budget, reflecting revenue and expenditure information at revised estimates.

Enrolment:

Average daily enrolment (ADE) is the basis on which most Ministry grants are calculated and is based upon the average of enrolment at two established counts in the school year.

The revised estimates include updated enrolment projections based upon actual enrolment levels at the October 31st count date and projected enrolments for the upcoming March 31st count date. (*See Appendix 1 for more information.*)

Overall enrolment is expected to be 290 ADE higher in the 2018-2019 school year than originally forecast in the budget, with the elementary panel increasing by 234 students and the secondary panel increasing by 56 students.

Staffing:

There was an increase of 21.3 FTE staffing overall. An additional 18.3 (FTE) teaching staff as a result of increased enrolment in both the elementary and secondary panels, 2.8 (FTE) educational assistants, 1.0 (FTE) early childhood educator and .5 (FTE) VP offset by a decrease of .8 (FTE) ESL teacher and .5 (FTE) secondment. No other staffing changes were made.

Operating Budget Revenue:

Grant for Student Needs (GSN) - operating allocation increased overall by \$585K. An increase of \$2.8M in various grants such as the pupil foundation, special education, language and indigenous education which is offset by a decrease of \$1.4M in the teacher qualification and experience grant, \$438K in the school operations grant and \$391K in the declining enrolment adjustment grant.

Other Government Grants - increased by \$999K primarily due to new or revised EPO grant announcements. *(See Appendix 2 for more information.)* It is important to note that EPO grants are for specific government initiatives and are supported by detailed agreements, accountability and reporting criteria. These agreements normally indicate that any underspending is to be returned.

Other Revenues – include the use of \$1.2M of accumulated surplus internally appropriated funds to offset matching expenditures to occur in the fiscal period.

Over-all operating revenues at the 2018-2019 Revised estimates has increased from \$249,890,546 to \$252,605,592 or a net increase of \$2,715,046.

Operating Budget Expenditures:

Over-all operating expenditures have increased by \$2,715,046 to \$252,605,592 which is equal to the total operating revenues.

The additional \$2.7M in expenditures is a result of: increased salary and benefits expenditures due to staffing changes, expenditures pertaining to new or revised EPO grants received from the Ministry and planned use of the accumulated surplus internally appropriated funds. *(See Appendix 3 for more information.)*

Capital Budget Revenue and Capital Budget Expenditures:

For the 2018-2019 revised estimates there was no change to the School Condition Improvement funding allocation and School Renewal funding allocation totaling \$15,746,391 and corresponding projects totaling \$15,746,391.

Major Capital Priorities funding of \$38M for the construction of the New Intermediate/Secondary School as well as land acquisition funding of \$.5M has remained unchanged as of the 2018-2019 revised estimates. The Minister approved allocation of \$4.1M of proceeds of dispositions and \$.9M of accumulated funds for a total Capital Project funding of \$42.M has also remained unchanged as of the 2018-19 revised estimates.

Interim Financial - Operating Expenditures for the period November 30, 2018 (Quarter 1):

Interim financial operating expenditures for the period ending November 30, 2018 (Quarter 1) are being presented in a similar format as the 2018-2019 operating budget, indicating the amount spent by expenditure category and the associated percentage.

As at Quarter 1, \$57,796,515 of the \$252,605,592 operating budget or 23% has been spent. This is comparable to the 23% results from the same quarter last year.

It is important to note, that 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. *(See Appendix 4 for more information.)*

Recommendation(s):

That this report be received for information.

Report By:
Reviewed and Approved By:

Myra Baumann, Manager of Financial Services
Debra Rantz, Director of Education

Attachments:

- Appendix 1 - Enrolment
- Appendix 2 - Operating Budget Revenues
- Appendix 3 - Operating Budget Expenditures
- Appendix 4 - First Quarter Expenditures
- Schedule 1 - EPO Grant Announcements

**Limestone District School Board
2018 - 2019
Regular Day School
Average Daily Enrolment (ADE)
Appendix 1**

ADE Categories	2018-2019 Estimates	2018-2019 Revised Estimates	Variance
Elementary			
Kindergarten	2,477	2,560	83
Grades 1 to 3	3,847	3,900	53
Grades 4 to 8	6,679	6,777	98
Elementary Total	13,003	13,237	234
Secondary			
Grades 9 to 12	6,015	6,071	56
ADE Total	19,018	19,308	290

Includes - Other Fee Paying Students

Excludes - Students over 21 years old

**Limestone District School Board
2018 - 2019
Operating Budget - Revenue
Appendix 2**

Revenue Categories	2018-2019 Estimates	2018-2019 Revised Estimates	Variance
Grants for Student Need (GSN) Operating Allocation			
Pupil Foundation	\$ 105,726,506	\$ 107,389,009	\$ 1,662,503
School Foundation	15,969,057	16,133,310	164,253
Special Education	29,395,647	29,712,927	317,280
Language	3,829,588	4,303,140	473,552
Supported School	1,991,943	2,040,999	49,056
Remote and Rural	209,901	213,134	3,233
Rural and Northern Education	542,148	542,148	-
Learning Opportunities:	6,833,616	6,854,835	21,219
Continuing Education and Other Program	1,652,028	1,474,254	(177,774)
Teacher Qualification and Experience	23,909,824	22,521,949	(1,387,875)
New Teacher Induction Program	86,757	83,438	(3,319)
ECE Qualification and Experience	1,423,594	1,402,067	(21,527)
Transportation	15,839,938	15,758,094	(81,844)
Administration and Governance	7,260,509	7,288,068	27,559
School Operations	21,863,684	21,425,846	(437,838)
Community Use of Schools	299,956	299,956	-
Declining Enrolment Adjustment	472,985	82,154	(390,831)
Indigenous Education	2,031,019	2,392,613	361,594
Safe and Accepting Schools	372,386	377,830	5,444
Grants for Student Need (GSN) Operating Allocation Total	239,711,086	240,295,771	584,685
Other Government Grants			
Literacy and Basic Skills - Training, AESD	322,474	330,386	7,912
Ont Youth Apprenticeship - Training, AESD	118,081	133,483	15,402
Adult ESL - Citizenship & Immigration	348,876	295,492	(53,384)
MOE-EPO-Current Year Funding	2,333,490	2,939,810	606,320
MOE-EPO-Prior Year Carryforward	-	103,247	103,247
Other Supplemental Grants	1,093,118	1,412,242	319,124
Other Government Grants Total	4,216,039	5,214,660	998,621
Tuition Fees			
International Students	1,457,583	1,393,331	(64,252)
First Nations Students	100,964	75,647	(25,317)
Community Education & Outreach Fees	604,700	648,838	44,138
Tuition Fees Total	2,163,247	2,117,816	(45,431)
Other Revenues			
Term Lease Rentals to Agencies	249,067	265,253	16,186
Community Use	308,759	235,000	(73,759)
Cafeteria and Beverage	65,000	50,000	(15,000)
Interest	300,000	300,000	-
Administrative Cost Recoveries	170,000	209,000	39,000
Instructional Cost Recoveries	1,441,554	1,466,681	25,127
International Students Other Fees	943,027	895,979	(47,048)
Continuing Education Contracts	117,756	117,756	-
Accumulated Surplus Internally Appropriated Funds	205,011	1,437,676	1,232,665
Other Revenues Total	3,800,174	4,977,345	1,177,171
Operating Revenue Total	\$ 249,890,546	\$ 252,605,592	\$ 2,715,046

**Limestone District School Board
2018 - 2019
Operating Budget - Expenditures
Appendix 3**

Expenditure Categories	2018-2019 Estimates	2018-2019 Revised Estimates	Variance
Instruction			
Classroom Teachers	\$ 126,941,091	\$ 127,090,287	\$ 149,196
Supply Staff	7,396,956	7,103,015	(293,941)
Teacher Assistants	14,448,615	14,734,990	286,375
Early Childhood Educator	4,430,309	4,439,422	9,113
Textbooks and Supplies	4,913,041	6,099,067	1,186,026
Computers	2,376,206	2,438,633	62,427
Professionals/Paraprofessionals	8,454,701	8,502,552	47,851
Library and Guidance	4,104,259	4,149,489	45,230
Staff Development	1,479,315	2,157,453	678,138
Department Heads	298,023	291,878	(6,145)
Principals and VPs	10,979,848	11,113,754	133,906
School Office	6,261,636	6,314,812	53,176
Coordinators and Consultants	3,837,453	3,899,304	61,851
Continuing Education	2,115,688	2,037,525	(78,163)
Instruction Total	198,037,141	200,372,181	2,335,040
Administration and Governance			
Trustees	162,299	149,148	(13,151)
Directors and Supervisory Officers	866,356	867,413	1,057
Board Administration	6,118,883	6,352,290	233,407
Administration and Governance Total	7,147,538	7,368,851	221,313
Transportation			
Transportation	16,461,188	16,467,779	6,591
Transportation Total	16,461,188	16,467,779	6,591
Pupil Accommodation			
School Operations and Maintenance	26,828,207	26,670,954	(157,253)
Pupil Accommodation Total	26,828,207	26,670,954	(157,253)
Other			
Other Non-Operating Expenses	1,416,472	1,725,827	309,355
Other Total	1,416,472	1,725,827	309,355
Operating Expenditures Total	\$ 249,890,546	\$ 252,605,592	\$ 2,715,046

Some expenditure mapping adjustments have been made to comply with Ministry reporting guidelines

Limestone District School Board
Interim Financial Report-Operating Expenditures
For the Period Ending November 30, 2018 (Quarter 1)
Appendix 4

Expenditure Categories	2018-2019 Revised Estimates	2018-2019 Expenditures at (Q1)	2018-2019 % Spent at (Q1)	2017-2018 % Spent at (Q1)
Instruction				
Classroom Teachers	\$ 127,090,287	\$ 27,791,570	22%	23%
Supply Staff	7,103,015	1,147,062	16%	15%
Teacher Assistants	14,734,990	3,416,766	23%	22%
Early Childhood Educator	4,439,422	1,073,107	24%	24%
Textbooks and Supplies	6,099,067	1,536,693	25%	30%
Computers	2,438,633	885,677	36%	24%
Professionals/Paraprofessionals	8,502,552	1,835,295	22%	22%
Library and Guidance	4,149,489	1,058,843	26%	24%
Staff Development	2,157,453	372,920	17%	27%
Department Heads	291,878	64,573	22%	22%
Principals and VPs	11,113,754	2,469,205	22%	22%
School Office	6,314,812	1,676,835	27%	28%
Coordinators and Consultants	3,899,304	826,257	21%	22%
Continuing Education	2,037,525	318,873	16%	13%
Instruction Total	200,372,181	44,473,676	22%	23%
Administration and Governance				
Trustees	149,148	30,017	20%	18%
Directors and Supervisory Officers	867,413	199,986	23%	21%
Board Administration	6,352,290	1,629,277	26%	24%
Administration and Governance Total	7,368,851	1,859,280	25%	23%
Transportation				
Transportation	16,467,779	4,900,528	30%	30%
Transportation Total	16,467,779	4,900,528	30%	30%
Pupil Accommodation				
School Operations and Maintenance	26,670,954	6,085,007	23%	22%
Pupil Accommodation Total	26,670,954	6,085,007	23%	22%
Other				
Other Non-Operating Expenses	1,725,827	478,024	28%	24%
Other Total	1,725,827	478,024	28%	24%
Operating Expenditures Total	\$ 252,605,592	\$ 57,796,515	23%	23%

Some expenditure mapping adjustments have been made to comply with Ministry reporting guidelines

**Limestone District School Board
2018 - 2019
EPO Grant Announcements
Schedule 1**

Description	2018-2019 Revised Estimates	2018-2019 After Revised Estimates	Total
Specialist High Skills Major	\$ 339,640	\$ -	\$ 339,640
French as a Second Language Initiatives	113,384	5,000	118,384
Safe, Accepting and Healthy Schools and Mental Health Transition Support to Post Secondary Pathways	135,544	(70,545)	64,999
For Students With Development Disabilities	45,000	-	45,000
Focus on Fundamentals of Mathematics (Formerly Renewed Mathematics Strategy)	774,348	-	774,348
Innovation in Learning	108,111	(108,111)	-
After School Skills Development Program	176,025	-	176,025
P&VP Remedy Agreement	129,968	-	129,968
Non-Union Remedy Agreement	76,934	-	76,934
Enhancement to Experiential Learning	142,389	(9,119)	133,270
Mental Health Workers in Schools	331,079	-	331,079
Legalization of Recreational Cannabis	27,800	(6,400)	21,400
Teacher Learning and Leadership Program	9,569	-	9,569
Identity Based Data Collection	28,210	-	28,210
SOAR-Children and Youth in Care	100,000	-	100,000
Community Use of Schools-Priority Schools	136,000	(51,000)	85,000
Community Use of Schools-Outreach Coordinator	85,600	(32,100)	53,500
Indigenous Support and Engagement Initiative	100,000	-	100,000
CUPE Apprenticeship and PD Training Fund	70,209	-	70,209
On-Line Incident Reporting	10,000	-	10,000
GAP Closing in Literacy Grades 7-12	-	27,300	27,300
Techno Math	-	22,243	22,243
Parents Reaching Out Grants	-	18,499	18,499
Ontario Focused Intervention Partnership	-	7,245	7,245
Board Leadership Development Strategy	-	35,122	35,122
Speak Up Projects	-	5,000	5,000
Total	\$ 2,939,810	\$ (156,866)	\$ 2,782,944



We're Putting Wellness First



We're Turning Innovation into Action



We're Committed to Collaboration

Education Policy and Operations Committee

ADMINISTRATIVE REPORT – 2019 KILOMETRE REIMBURSEMENT RATE

JANUARY 30, 2019

Purpose:

To provide Trustees with an update on the 2019 Kilometre Reimbursement Rate.

Background:

Administrative Procedure 510 identifies the Kilometre Reimbursement Rate to be paid to employees who use their personal automobile for board business purposes. The current rate of \$0.49 per kilometre driven for board business was effective September 1, 2018. Previous to this change, the rate was \$0.42 per kilometre and was at that level for many years.

Observation/Analysis:

Most school boards in the province, including our coterminous boards (Algonquin Lakeshore Catholic DSB and Hasting and Prince Edward DSB) have moved their kilometre reimbursement rate to match the Canada Revenue Agency (CRA) tax-exempt allowance rate that employers pay employees who use their personal vehicle for business purposes.

The Canada Revenue Agency (CRA) 2019 tax-exempt allowance to employees who use their personal vehicle for business purposes is as follows:

0	to	5,000 km	\$0.58
5,001		and more	\$0.52

Some collective agreements/contracts may contain a provision that staff may be reimbursed an additional 5 cents per kilometre for carrying employer materials. In the spirit of inclusiveness, all staff and trustees shall receive the additional 5 cents per kilometre and the CRA rate shall be considered to fulfill the Board's obligations as described in the collective agreements.

To account for these provisions and to align with the CRA tax-exempt allowance rate, Administrative Procedure 510 will be updated as follows for 2019.

Administrative Procedure 510	January 1, 2019	
	0 to 5000 Kms	5001 Kms and more
Board Base KM Rate	0.53	0.47
Additional KM Rate - for carrying employer materials, equipment and supplies on Board business.	0.05	0.05
<i>This additional rate is to apply to all travel when an employee uses his/her automobile on Board business. And is meant to address collective agreement/contract provisions referencing an additional rate for carrying employer materials on board business.</i>		
Reimbursement KM Rate	0.58	0.52
The Reimbursement KM Rate is set to match the CRA tax-exempt allowable rate for employees who use personal vehicles on Board business. This rate shall be adjusted annually to match the current year CRA tax- exempt rate.		

Total kilometres driven by LDSB staff for business purposes is approximately 880,000 per year. A \$.01 increase in the kilometre reimbursement rate would equate to an expenditure increase of about \$8,800.

Board Operations Policy #9 references that Trustees are to be reimbursed by the Board the per kilometre travel rate as articulated in procedures. That would be the rate established for board staff as set out in Administrative Procedure 510 above.

A memorandum and updated monthly expense reimbursement form will be sent to staff advising of the kilometre rate adjustment effective January 2019.

Recommendation:

That this report be received for information.

Author/s: Craig Young, Superintendent of Business
Andre Labrie, Superintendent of Education

Reviewed and Approved By: Debra Rantz, Director of Education



We're Putting Wellness First



We're Turning Innovation into Action



We're Committed to Collaboration

Education Policy & Operations Committee

APPOINTMENT OF SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) MEMBERS: 2019-2022

JANUARY 30, 2019

Purpose:

To inform Trustee decision-making regarding their appointment of local association representation and members at large representation on SEAC.

Background:

Statutory Membership Requirements:

Ontario Regulation 464/97 2 (1) states that "Every district school board shall establish a special education advisory committee that shall consist of (a) one representative from each of the local associations that operates locally with the area of jurisdiction of the board, as nominated by the local association and appointed by the board"; and 2 (2) "The board shall not appoint more than 12 representatives under clause (1) (a)"; and 2 (5) "The board may appoint one or more additional members who are neither representatives of a local association nor members of the board or another committee of the board; and 5 (3) "A person is not qualified to be nominated or appointed under section 2, 3 or 4 if the person is employed by the board."

Limestone District School Board Policy Membership Requirements:

Limestone District School Board Policy No. 10, 5.1.3 SEAC Membership states "one representative from each of the local associations that operates locally with the area of jurisdiction of the board, as nominated by the local association and appointed by the board" and; "one or more additional members who are neither representatives of a local association nor members of the Board or another committee of the Board, not to exceed three and appointed by the board".

Current Status:

There are eight nominations from local associations.

There are five nominations for members at large.

Recommendation(s):

That the Board appoint all eight local organization nominees to SEAC:

1. Charlene Whalen-Family and Children's Services, Frontenac Lennox and Addington-Current SEAC member
2. Erin Sheldon-Community Living Kingston and District-Current SEAC member
3. Natalie Nicholson-Autism Ontario Kingston-Current SEAC member
4. Chantele Tooley-Down Syndrome Association of Kingston-Current SEAC member
5. Sandy Henderson-Todd-Lennox and Addington Resources for Children-Current SEAC Member
6. Dr. Djenana Jalovcic-Learning Disabilities Association of Kingston-Current SEAC Member
7. Nadine Carson-Epilepsy South Eastern Ontario-Current SEAC Member
8. Lisa Sansom-Association for Bright Children of Ontario-New Nomination

That the Board ensure a balanced membership by including community partners, educators with expertise and parent voice within a wide community network by appointing the following nominees as members at large to SEAC:

1. Dr. Andrea Martin (Associate Professor, Queen's University, Faculty of Education)-Current SEAC Member
2. Stephanie Shunk (Parent)-New Nomination
3. Peter Dendy (Retired Principal)-New Nomination

That a motion naming the new SEAC members be made public.

Report Prepared By: Alison McDonnell, Associate Superintendent, Learning for All
Reviewed By: Debra Rantz, Director of Education