

**Committee of the Whole (Education, Policy & Operations) March 6, 2019**  
**Meeting Minutes**  
**Limestone District School Board**

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

**Officials:** M. Babcock, Superintendent of Education - regrets  
K. Burra, Superintendent of Education  
D. Fowler, Manager of Facility Services  
S. Gillam, Associate Superintendent, Safe and Caring Schools  
A. Labrie, Superintendent of Education and Human Resources  
A. McDonnell, Associate Superintendent, Learning For All  
A. MacLeod, Manager of ITS  
D. Rantz, Director of Education  
S. Sartor, Associate Superintendent, School Effectiveness & Assessment – regrets  
J. Silver, Superintendent of Education  
C. Young, Superintendent of Business Services

**Recorder:** L. Strange, Records Management Coordinator

**Private Session**

*MOTION: To move into Private Session.*

*MOVED BY: Trustee McGregor. Carried.*

**Personnel**

Superintendent Labrie provided a personnel update.

**Property Update**

Superintendent Young provided a property update.

*MOTION: That Trustees authorize the Superintendent of Business Services to execute the sale of the former Yarker Family School with The Corporation of the County of Lennox and Addington for \$148,500.*

*MOVED BY: Trustee Morning. Carried.*

**Committee of the Whole (Education, Policy & Operations) March 6, 2019  
Meeting Minutes  
Limestone District School Board**

Labour Update

Superintendent Labrie provided a labour update.

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

*MOVED BY: Trustee Gingrich. Carried.*

**Committee of the Whole (Education, Policy & Operations) March 6, 2019  
Meeting Minutes  
Limestone District School Board**

**Public Session**

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**

Director Rantz stated that the Code of Conduct included in the meeting package was the previous version. A copy of the current version would be provided in hard copy and corrected in the meeting package.

*MOVED BY: Trustee Brown, that the agenda, as amended, be approved. Carried.*

**Declaration of Conflict of Interest**

Trustee Elliott declared a conflict as his wife is a teacher with the LDSB.

**Section A – Matters Requiring Action at the Meeting**

Trustee Ruttan stated that policy is discussed twice a year at EPOC meetings.

Trustee Godkin asked who is involved in updating policies.

Trustee Ruttan answered that if it is legislative then Board staff and/or legal counsel would provide the changes. In other instances, staff may suggest changes, but the Board would also have input and final decision.

Trustee Godkin stated that he feels he needs more than a week to study a policy that may be up for review. It was clarified that the policies being reviewed have been vetted through our lawyer and have changes that must be made according to legislation.

**1. Reports for Information**

a) Live-streaming/Recording of Meetings

Superintendent Burra spoke to the report in the meeting package that provided information on the options and feasibility of live-streaming and/or recording of public board meetings.

To support transparency and public confidence in public education, the Limestone District School Board offers the following opportunities and formats for the public to obtain information about proceedings and decisions made at Board and Committee meetings:

- Publishes board agendas and board minutes on the Board's website
- Board Meetings and committee meetings are open to the public to attend
- "Boardroom Briefs" provides highlights of presentations, reports and decisions made at Board Meetings

**Committee of the Whole (Education, Policy & Operations) March 6, 2019**  
**Meeting Minutes**  
**Limestone District School Board**

- “Around the Horseshoe” is published quarterly to provide the community with updates related to board business
- Board meetings are live tweeted on Twitter
- Publication of the Board’s Strategic Plan and related updates

In a recent survey of English Public School Boards in the province, 11 of the 31 school boards live-stream their Board Meetings. No data was collected from three school boards, and the remaining 17 boards do not currently live-stream meetings. It should be noted that one board that does not live-stream meetings does provide an audio file of the meeting on its website in the days following the meeting.

Of the boards live streaming meetings, most reported very low viewership of regular meetings ranging from 5 views to as many as 100. Larger school boards reported higher numbers within this range. Boards did indicate that during Program Accommodation Reviews there was marginally higher viewership.

Boards live-streaming meetings indicated that live-streaming made meetings more accessible for members of the public and the media. Disadvantages cited were the cost of equipment, and salaries for two or more staff to support the live-streaming.

A range of technical options exist for live-streaming/recording meetings. It should be noted that most boards report that the quality of the video and audio capture is a significant factor in determining what equipment provides a viable vehicle for live-streaming the meetings. The quality of the equipment chosen is a driving factor for potential costs. Additional hours or overtime for staff supporting live-streaming could be an additional expense per meeting. It should also be noted, the publishing of the video would have to be compliant with the requirements of the Accessibility for Ontarians with Disabilities Act (AODA, 2005) for video and audio which would result in additional time and cost.

The Board would have to decide whether they simply wanted to capture the Board Meeting and publish it on the Internet, live-stream meetings, or live-stream and later publish the meetings on the Web.

It was clarified that the cost involved in purchasing adequate video recording equipment varies, but would run in the range of \$25,000-100,000.

Some Trustees expressed the following reasons why live-streaming/recording of meetings should be considered:

- To allow people who cannot attend in person to view the meeting
- To maintain an archive of proceedings
- To inform possible future Trustees of process of meetings
- To meet the needs of some constituents that were expressed during canvassing for the recent election

It was suggested that the Board could review what the City of Kingston uses for their meetings and the costs involved. It was clarified that Cogeco is not accessible to all constituents.

It was suggested that students could be involved in the recording process, possibly as some type of co-op. It was explained that is would not be ideal as students would still need

**Committee of the Whole (Education, Policy & Operations) March 6, 2019**  
**Meeting Minutes**  
**Limestone District School Board**

assistance and supervision, and ultimately the final product would have to be finalized by a professional staff member to meet video and audio quality standards, and well as to add accessible scripts and captioning. As meetings happen in the evening there would also be the issue of student travel to the Board office, and possible conflicts with work, extracurricular activities and school work. Also, students could not take over work that would fall under the scope of a Board employee as this could initiate a grievance.

It was suggested that YouTube or other social media products could be used for livestreaming. It was clarified that this type of product would be of low quality and not suitable for this purpose.

Director Rantz stated that the cost for live-streaming at another school board is \$100,000. She also stated that, in the comprehensive strategic planning input phase, not one person came forward to ask the Board for live-streaming or recorded videos of meetings.

Superintendent Burra stated that it takes about 2.5 times the length of a meeting to prepare it for posting; i.e adding scripts, closed captioning.

Several Trustees expressed concerns about the possible costs.

Trustee Ruttan called the question:

*MOTION: That the Board request staff to prepare an additional report that would include information about the types of streaming available, equipment to be used, costs, and viewership numbers.*

Trustees voted by a show of hands.

The motion failed (3 to 5).

b) Policy 5: Code of Conduct (Board of Trustees) Review

Director Rantz stated that there was a recent memo from the Ministry indicating that Boards who do not have a Trustee Code of Conduct must have one in place by May 2019. At the OPSBA Public Education Symposium it was suggested that Boards should review their Code of Conduct by the spring of this school year.

Director Rantz stated that the current version of the Board's Trustee Code of Conduct includes language directly from the Education Act.

The Code of Conduct policy was reviewed.

## **2. Reports Requiring Decision**

a) Policy 13: Suspension, Appeal, Expulsions

Associate Superintendent Gillam reviewed the proposed changes to Policy 13, as required by changes to legislation. The wording changes have been vetted through the Board's legal counsel.

Trustee Morning asked if Children & Family Services has the power to override Board decisions. Associate Superintendent Gillam replied that they do, but that it rarely happens.

**Committee of the Whole (Education, Policy & Operations) March 6, 2019  
Meeting Minutes  
Limestone District School Board**

*MOTION: That the changes to Policy 13: Suspensions, Appeal, Expulsion be accepted.*

*MOVED BY: Trustee McGregor. Carried.*

b) Policy 19: Accessibility

Associate Superintendent McDonnell reviewed the proposed changes to Policy 19, as required by legislation.

*MOTION: That the changes to Policy 19: Accessibility be accepted.*

*MOVED BY: Trustee Godkin. Carried.*

**Section B- Information Items**

**1. Internal Reports and Other Communication**

None at this time.

**2. External Reports and Other Information**

None at this time.

**Next Meeting Date**

The next Committee of the Whole (Education, Policy & Operations) is April 24, 2019.

The School Enrolment/School Capacity Committee meeting of March 25, 2019 will be rescheduled to a time when there is new information about Accommodation Review Guidelines from the Ministry for the Board to review.

**Adjournment**

Chair Ruttan called for a motion to adjourn the meeting.

*MOVED BY: Trustee Morning, that the meeting adjourn. Carried.*

The meeting adjourned at 7:16 p.m.