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# **LIMESTONE DISTRICT SCHOOL BOARD**

## **Agenda**

### **Committee of the Whole Board**

#### **(EDUCATION, POLICY & OPERATIONS)**

#### **MEETING**

**Wednesday, April 24, 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) Supports for Students with Autism (Pages 3-4)
- b) Alternative Learning and Continuing Education (Pages 5-7)
- c) Interim Financial Q2 Report (Pages 8-9)

##### **2. Reports Requiring Decision**

None at this time.

**Section B –Information Items**

**1. Internal Reports and Other Communication**

**2. External Reports and Other Communication**

**Other Business**

**Next Meeting Date**

May 29, 2019 at 5:00 p.m.

**Adjournment**



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## Education Policy & Operations Committee

### ADMINISTRATIVE REPORT - AFTER SCHOOL ABA (APPLIED BEHAVIOURAL ANALYSIS) PROGRAM

APRIL 24, 2019

#### Purpose:

To provide Trustees with information related to the After-School ABA Program (Autism Skills Groups).

#### Background:

In October 2016, the Ministry of Education invited school boards to submit applications to support After School Skills Development (ASSD) programs that would enhance skills in students with Autism Spectrum Disorder (ASD) to reach their full potential. These programs supported the transition to the new Ontario Autism Program (OAP) led by the Ministry of Child and Youth Services (MCYS). This program funding seeks to fill a service delivery gap within communities and improve positive outcomes and measurable achievements of students with ASD in their social, communication, self-regulation, and life-planning skills in order to support academic achievement.

The Limestone District School Board (LDSB) in collaboration with Algonquin & Lakeshore Catholic District School Board (ALCDSB) and Maltby Centre were one of twenty-two school boards who were successful in the application for ASSD funding. This program funding was extended to LDSB for the 2018-2019 school year in the amount of \$176,025.00.

#### Current Status:

The After-School ABA Program offers free Autism skills groups to children/youth between the ages of 3 to 21 who are diagnosed with ASD and attend the LDSB or the ALCDSB. The groups focus on teaching a variety of skills including social, communication, behaviour/emotional regulation, social/interpersonal, school/group readiness and activities of daily living. The curriculum is a research-based social skills training program. All curriculum goals and new skills are taught using the principles of ABA. Progress is monitored through data collection, direct observation and family completion of a pre and post-assessment. An analysis of this data suggests 87% of participants have shown an increase in their skills while 12% of participants remained stable throughout the program.

Application packages must be submitted to determine eligibility. During the 2018-2019 school year, and as of April 15, 2019, 110 students who have a diagnosis of ASD have participated in the After-School ABA Program.

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Of the 110 participants, 69 students were those of the LDSB, and 41 of the ALCDSB. The age range of the students are from 4 years through to 15 years old. By June 2019, the projected number of students who will have participated is 146.

The After-School ABA Program has been offered in west, central and east regions in the city of Kingston at 10 different sites in both school boards. The LDSB sites have included Lancaster Drive, P.S., J.G. Simcoe P.S., Sir John A. MacDonald School, Amherstview P.S., LCVI and Cataraqui Woods E. S. During each cycle, 6 groups run per week on Tuesday, Wednesday and Thursday evenings. Groups run once per week for 6 consecutive weeks from 4:30-6:30 p.m. Groups are formed based on the ages, location and goal areas of the applications being received.

Staffing for this program consists of:

- One full-time coordinator;
- Seven group facilitators responsible for the delivery and planning of the programming and;
- One consultant from Maltby Centre (the regional Autism service provider) assigned to the program for nine hours and responsible for consultation on new curriculum development, development of parent training resource and consultation on group programming as necessary

There is an expectation that families meet with the lead facilitator for the first 15 minutes of every group session to review the skills being worked on and discuss home practice. Families then spend the last 15 minutes of the session to practice the skill of the week in group with their child or youth.

### Next Steps:

A narrative report must be submitted to the Ministry of Education by June 30, 2019 including:

- its focus, target groups, number of students served, delivery modality, length of students' stay in the program (in days or months);
- evidence of the extent to which the program and individual students' goals were achieved;
- analysis of measurable achievements of students who completed the program;
- analysis of the feedback from students, staff, and families about the program relevance and effectiveness, including their levels of satisfaction and;
- key lessons learned, effective practices, and suggestions for further enhancements to supports and services provided to students with ASD in school settings.

We are pleased about the success of this partnership pilot and that we serve as a model for the province. The Ministry of Education has now indicated that all 72 school boards will be provided with funding for the 2019-2020 school year.

### Recommendation(s):

That this report be received for information purposes.

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



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## Education, Policy & Operations Committee

### ADMINISTRATIVE REPORT - ALTERNATIVE AND CONTINUING EDUCATION PROGRAM, SUMMER SESSION AND SUMMER LEARNING PROGRAM UPDATE

APRIL 24, 2019

#### Purpose:

To present the Board of Trustees with an update related to the Alternative and Continuing Education Program Changes, Summer Session and Summer Learning Program for July/August 2019.

#### Background:

Alternative Education:

The Limestone District School Board has 7 Alternative Education Sites, and 1 Continuing Education Centre throughout the District. Current enrolment in Alternative Sites is 344 Full-Time Equivalent Students, under age 21, and 167 Full-Time Equivalent Adults, over age 21. Most of the Alternative and Continuing Education sites are housed in locations owned by Limestone District School Board.

Summer Session:

Summer Session has been offered through the Limestone District School Board for many years. Initially it ran in partnership with Algonquin & Lakeshore Catholic District School Board, but in 2011, ALCDSB stepped away from the partnership, and LDSB continued to run summer school independently. Summer Session offers students with the opportunity to reach ahead to take a new credit, or to improve a credit. Summer Session has offered students the option of taking courses face-to-face, through hybrid and e-learning, and through co-operative education.

Summer Learning Program:

Summer Literacy Camps have been offered through the LDSB for the past nine years. The In-School Team (Educator, Administrator(s), School Support Teacher) identifies students working at least a grade below their current grade level, in literacy. Grade 1-8 students attend the camp. Classrooms consist of one instructor and one tutor for 15 students. Literacy camps have historically run for 2 sessions (3 weeks per session), at 3 sites per session. Each school has a site manager. A Coordinator oversees 3 sites per session. Last summer, LDSB piloted a Summer Math program during the first session. In 2018, LDSB supported over 600 students in the Summer Learning Program. In the past, the

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program was funded by the Ministry of Education, through the Council of Directors of Education (CODE). Last year, Limestone DSB received \$160,000 to support the summer program.

### Current Status:

#### Alternative Education:

As leases expire, we review each program location. The lease for the Revive program site in Napanee has expired, and renovations are planned for the Gateway site in Napanee, which is owned by LDSB. Once those renovations are complete, Revive will move into the Gateway location, and will begin the 2019-2020 school year in its new location. The Revive location is leased by the Board, so this will result in annual savings of approximately \$20,000.

#### Summer Session:

Traditionally, students who failed a course were able to attend summer school for half days in order to upgrade their previously failed credit. A few years ago, the Ministry of Education policy changed, which resulted in students having to attend summer session for a full day, regardless of whether it was an upgrade, or a reach-ahead credit. This has resulted in a large shift in the demographic of students attending summer session. As an example, last summer, 92% of students attending Summer Session were students who were completed a new credit, and 2.5% were students who were upgrading an already passing grade. Only 5% of LDSB students attending Summer Session had previously failed their credit.

The primary purpose of Summer Session is now a reach-ahead opportunity for students, which is the trend seen both in Eastern Ontario, and provincially. School boards in Eastern Ontario have also changed their model for summer school, moving to an e-learning model which provides more choice for students to obtain the credit they are seeking. In Eastern Ontario, only LDSB and Ottawa Carleton District School Board host “face to face” Summer Session opportunities. All other boards have moved to e-learning as their summer school offering, given it is a reach-ahead opportunity for students.

Staffing and timetabling Summer Session has been a challenge. There are often not enough students registered to run the courses offered, which results in some classes being cancelled at the last minute or stacked together to allow them to run. Staffing in the area of mathematics and science is a challenge, and there is difficulty finding qualified staff for classes where students are upgrading credits in these areas. Often these courses are taught by teachers who are unqualified in that specific subject area.

#### Summer Learning Program:

To date, Ontario school boards have not yet received information on any Ministry funding for the summer learning programs. LDSB has provided funding to offer a summer learning program on a smaller scale. The team will offer one session at three different sites (Centennial PS, Molly Brant PS and Southview PS) from August 6-23, 2019.

## Next Steps:

### Alternative Education:

Revive and Gateway will continue to be offered as independent programs through Napanee District Secondary School but will be housed on the same LDSB-owned site, beginning in September 2019. As leases expire, we will continue to review alternative education programs going forward.

### Summer Session:

Summer Session options for students reaching ahead in credits will continued to be offered through LDSB, and will include e-learning courses, and co-operative education. Students who fail a credit and/or are eligible for credit recovery are not currently choosing summer session as an option, so it is imperative that we provide these opportunities at the school level. Schools, through the Student Success Teams, will focus their efforts at the school level on credit rescue initiatives and credit recovery options for students, to ensure they have opportunities to be successful.

### Summer Learning:

Should Ministry funding become available, the team is ready to expand the summer learning program.

## Recommendation(s):

That this report be received for information purposes.

**Report Prepared By:** Jessica Silver, Superintendent & Stephanie Sartor, Associate Superintendent  
**Reviewed By:** Debra Rantz, Director of Education



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## Education, Policy and Operations Committee

### ADMINISTRATIVE REPORT – INTERIM REPORTING QTR 2 2018-2019

APRIL 24, 2019

#### Purpose:

To report on the Interim Financial Operating expenditures for the period September 1, 2018 to February 28, 2019 (Quarter 2).

#### Background:

A 2018-2019 Interim Financial Report was presented to the Board on January 30, 2019 and provided updated revenue and expenditure information from the budget to the revised estimates, as well as operating expenditures for the period ending November 30, 2018 (Quarter 1).

Attached is the 2018-2019 Interim Financial Report for the period ending February 28, 2019 (Quarter 2), which has been 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 2, \$125,686,788 of the \$252,605,592 operating budget or 50% 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 35% of the operating budget was spent in Quarter 2. *(See Appendix 1 for more information.)*

The 2018-2019 Interim Financial Report for Quarter 2 indicating a spending level of 50% aligns with the 50% spending level reported for the same period last year.

The Board is on target to end the 2018-2019 fiscal year in a balanced-budget position.

#### Recommendation:

That this report be received for information.

#### Report By:

Myra Baumann, Manager of Financial Services  
Craig Young, Superintendent of Business Services

#### Reviewed and Approved By:

Debra Rantz, Director of Education

**Attachments:** Appendix 1 Interim Financial Reporting – Operating Expenditures Q2



**Limestone District School Board**  
**Interim Financial Report - Operating Expenditures**  
**For the Period Ending February 28, 2019 (Quarter 2)**  
**Appendix 1**

Expenditure Categories	2018-2019 Revised Estimates	2018-2019 Expenditures at (Q2)	2018-2019 % Spent at (Q2)	2017-2018 % Spent at (Q2)
<b>Instruction</b>				
Classroom Teachers	\$ 127,090,287	\$ 62,334,165	49%	49%
Supply Staff	7,103,015	3,093,349	44%	44%
Teacher Assistants	14,734,990	8,001,712	54%	51%
Early Childhood Educators	4,439,422	2,459,358	55%	55%
Textbooks and Supplies	6,099,067	2,599,014	43%	55%
Computers	2,438,633	1,147,454	47%	49%
Professionals/Paraprofessionals	8,502,552	4,004,903	47%	49%
Library and Guidance	4,149,489	2,060,933	50%	53%
Staff Development	2,157,453	681,137	32%	52%
Department Heads	291,878	152,123	52%	50%
Principals and VPs	11,113,754	5,492,536	49%	50%
School Office	6,314,812	3,367,787	53%	53%
Coordinators and Consultants	3,899,304	1,879,551	48%	50%
Continuing Education	2,037,525	709,371	35%	31%
<b>Instruction Total</b>	<b>200,372,181</b>	<b>97,983,393</b>	<b>49%</b>	<b>50%</b>
<b>Administration and Governance</b>				
Trustees	149,148	78,617	53%	42%
Directors and Supervisory Officers	867,413	459,944	53%	55%
Board Administration	6,352,290	3,107,094	49%	48%
<b>Administration and Governance Total</b>	<b>7,368,851</b>	<b>3,645,655</b>	<b>49%</b>	<b>48%</b>
<b>Transportation</b>				
Transportation	16,467,779	9,804,850	60%	60%
<b>Transportation Total</b>	<b>16,467,779</b>	<b>9,804,850</b>	<b>60%</b>	<b>60%</b>
<b>Pupil Accommodation</b>				
School Operations and Maintenance	26,670,954	13,313,289	50%	50%
<b>Pupil Accommodation Total</b>	<b>26,670,954</b>	<b>13,313,289</b>	<b>50%</b>	<b>50%</b>
<b>Other</b>				
Other Non-Operating Expenses	1,725,827	939,601	54%	50%
<b>Other Total</b>	<b>1,725,827</b>	<b>939,601</b>	<b>54%</b>	<b>50%</b>
<b>Operating Expenditures Total</b>	<b>\$ 252,605,592</b>	<b>\$ 125,686,788</b>	<b>50%</b>	<b>50%</b>

Some expenditure mapping adjustments have been made to comply with Ministry reporting guidelines, as a result some prior year amounts may have been restated for comparison purposes.