

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

August 29, 2018

Trustees: H. Chadwick
E. Crawford
L. French
W. Garrod
A. Haynes (Student Trustee)
S. Kim (Student Trustee)
T. Mahoney – absent due to sanction
K. McGregor
P. Murray
A. Ross - regrets
S. Ruttan (Chair)

Officials: M. Babcock, Superintendent of Education, Program
P. Babin, Superintendent of Business Services
K. Burra, Superintendent of Education, Program and IT
S. Gillam, Associate Superintendent, Safe and Caring Schools
A. Labrie, Superintendent of Education and Human Resources
A. McDonnell, Associate Superintendent, Special Education
D. Rantz, Director of Education
S. Sartor, Associate Superintendent, School Effectiveness & Assessment
J. Silver, Superintendent of Education, Program

Recorder: L. Strange, Records Management Coordinator

Private Session

MOTION: To move into Private Session

MOVED BY: Trustee McGregor. Carried.

Property Matter

A property matter was discussed.

MOTION: That Trustees authorize the Superintendent of Business Services to negotiate the sale of the former Morven Public School with Ms. Briggs for \$175,000.

MOVED BY: Trustee French.

Roll Call vote:

The non-binding recorded vote was as follows:

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

August 29, 2018

YEAS: Trustee Chadwick, Trustee Crawford, Trustee French, Trustee Garrod, Trustee McGregor, Trustee Murray, Trustee Ruttan, Trustee Kim, (8)

NAYS: (0)

ABSENT: Trustee Mahoney, Trustee Ross, Trustee Haynes (3)

The binding recorded vote was as follows:

YEAS: Trustee Chadwick, Trustee Crawford, Trustee French, Trustee Garrod, Trustee McGregor, Trustee Murray, Trustee Ruttan, (7)

NAYS: (0)

The motion was Called and Carried (7:0).

Legal Matter

A legal matter was discussed.

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 McGregor. Carried.

The meeting moved into Public Session at 5:05 p.m.

Public Session

Student Trustee Haynes joined the meeting at 5:05 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

A Notice of Motion from Trustee French was added to the agenda.

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

Declaration of Conflict of Interest

There were no declarations at this time.

Section A – Matters Requiring Action at the Meeting

1. Reports for Information

a) Disposal of former Yarker Family School site

Superintendent Babin stated that on June 5, 2017, Trustees approved the School Enrolment and School Capacity Committee (SE/SCC) recommendation that the Yarker Family School be closed and declared surplus to the Board in the fall of 2018.

As a result of this decision, the former Yarker Family School property will be listed for sale to preferred agencies under Regulation 444/98 by the end of September 2018.

Under Regulation 444/98 preferred agencies have 90 days to submit an Expression of Interest on the property. At the end of the 90-day period the Board must deal with the preferred agency with the highest priority ranking as established in the regulation as follows:

- 1 French Language Public District School Board – Conseil des écoles publiques de l'Est de l'Ontario
- 2 English Language Separate District School Board – Algonquin and Lakeshore Catholic DSB
- 3 French Language Separate District School Board – Conseil scolaire de district catholique de l'Est ontarien
- 4 Schedule 2 Service System Managers – County of Lennox and Addington
- 5 English Language College – St. Lawrence College
- 6 University – Queen's University
- 7 French Language College – College Borel
- 8 Schedule 3 lead agency for child and youth mental health – City of Kingston, County of Lennox & Addington and Frontenac Management Board
- 9 Local LHIN
- 10 Local Board of Health
- 11 Crown in Right of Ontario
- 12 Local municipality – Township of Stone Mills
- 13 Upper tier municipality – County of Lennox and Addington
- 14 Local Services Board
- 15 Indigenous organizations listed in regulation
- 16 Crown in Right of Canada

The regulation prohibits the Board from accepting any offer before the exportation of the 90-day period. Also, the Board must deal with the highest-ranking preferred agency that has submitted an expression of interest before moving to the next highest agency.

An appraisal on the former Yarker Family School property has been requested and should be finalized in early September 2018.

In the event no preferred agencies express an interest in the former Yarker Family School property within the 90-day period, Board staff will seek Ministry of Education approval to list the property for sale to the public.

There are two agreements concerning the sale of the former Yarker Family School property that the Board entered:

- 1) A signed joint use agreement with the Township of Stone Mills and the Board in July 2007 for the Library Facility at Yarker Family School identifies that if the Board places the property for sale, the Board agrees to sell the property to the Township at 50% of the appraised market value of the entire complex including land, school and library building.
- 2) The playground structure from Yarker Family School was not required to be moved to Odessa Public School. At the request of the Yarker Family School parents on the transition committee, the Board will exempt the playground structure from the sale of the property in the event the parents may wish to relocate the structure to another location. As agreed any relocation costs will be the responsibility of the parents.

Trustee Garrod asked if the Board needs to wait for an appraisal before listing the property. Superintendent Babin replied that the property must be exchanged at fair market value. An updated appraisal has been requested, but not yet received.

Trustee Chadwick stated she was curious about timing since this would require approval of boards etc. This is a time when school boards and municipalities are engaged in elections.

Superintendent Babin stated that the expression of interest is not a formal agreement to purchase.

This report was received for information.

b) Interim Reporting Q3

Manager Baumann stated that a 2017-2018 Interim Financial Report was presented to the Board on April 10, 2018 and provided updated revenue and expenditure information from the budget to the revised estimates, as well as operating expenditures for the period ending February 28, 2018 (Quarter 2).

A 2017-2018 Interim Financial Report for the period ending May 31, 2018 (Quarter 3), is being presented in a similar format as the 2017-2018 operating budget, and indicates the amount spent by expenditure category and the associated percentage.

As at Quarter 3, \$183,498,309 of the \$246,198,269 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 computers in which 63% of the operating budget was spent in Quarter 3.

The 2017-2018 interim financial report for Quarter 3 indicating a spending level of 75% aligns with the 75% spending level reported for the same period last year.

The Board is still on target to end the 2017-2018 fiscal year in a balanced-budget position.

This report was received for information.

Trustee French inquired why the continuing education line was not higher for this time of year. Superintendent Babin replied that the report is as of May 31, 2018. As summer school is the largest component, this expenditure would be reflected on the on 4th quarter report.

Trustee Garrod asked if there is anything that the new government announced that might have effect on the budget that was passed. Superintendent Babin replied that there have been no changes to GSN funding as of yet, and that the Board is on target for the current fiscal year.

2. Reports Requiring Decision

a) Short-term Borrowing Resolutions

Superintendent Babin stated that the Education Act requires the Treasurer of the Board 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 2017-2018, 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.

The dollar amount of the operating borrowing requirement has been set to a maximum of \$20.0 Million and is the same amount as in 2017-2018.

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 \$65,794,399 in short-term capital requirements in 2018-2019 (as outlined below) until long-term financing arrangements are established by the Province or funds are provided.

Project	Capital Approval	Financed/Funded (as at March 31/18)	Short –Term Capital Requirement
New Kingston Secondary School Project	42,062,007	12,085,841	29,976,166
School Condition Improvement & Community Hubs & Greenhouse Gas Projects (2015-16; 2016-17, 2017-18 and 2018-19)	54,866,914	20,157,982	34,708,932
Child Care Capital Projects	1,210,008	100,707	1,109,301

MOTION: 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 2018-2019 fiscal year.*

2. *Interim capital financing of up to \$65,794,399 to support capital projects planned and/or underway for the new Kingston Secondary School; Childcare; School Condition Improvement; Community Hubs and Greenhouse Gas Reduction projects.*

MOVED BY: Trustee French.

Roll Call vote:

The non-binding recorded vote was as follows:

YEAS: Trustee Chadwick, Trustee Crawford, Trustee French, Trustee Garrod, Trustee McGregor, Trustee Murray, Trustee Ruttan, Trustee Kim, Trustee Haynes (9)

NAYS: (0)

ABSENT: Trustee Mahoney, Trustee Ross, (2)

The binding recorded vote was as follows:

YEAS: Trustee Chadwick, Trustee Crawford, Trustee French, Trustee Garrod, Trustee McGregor, Trustee Murray, Trustee Ruttan, (7)

NAYS: (0)

The motion was Called and Carried (7:0).

Section B- Information Items

1. Internal Reports and Other Communication

None at this time.

2. External Reports and Other Information

a) Ministry of Education Update

Director Rantz referenced the email recently received by the Board Chair regarding the changes to the Ontario Elementary Health and Physical Education Curriculum.

The Ministry of Education is planning public consultations on a number of curriculum items this fall.

LDSB has received instruction from the Ministry that the Board must teach the 2010 elementary Health and Physical Education curriculum. The secondary curriculum is not affected.

The Board has sent a letter to the Ministry expressing concerns, and desire to continue teaching the 2015 curriculum.

The Director will be sending a letter to all staff about the changes. The letter will make it clear that the Ministry of Education sets curriculum, and that school boards must abide by the Ministry's direction.

A group is reviewing what the changes are between 2010 and the new curriculum.

Director Rantz stated that some topics from Health and Physical Education can come up in other curricular areas. Often work with children is cross-curricular or comes up in other teachable moments.

Whether the issue of consent is listed in the curriculum or not there and other moments to share this information with students.

The Board wants teachers to be clear about what they are to teach, and to advise them not to make decisions outside the mandated curriculum. Teachers can be reprimanded by the Ontario College of Teachers if they do so, and at that point Board staff and Trustees cannot intervene.

ETFO has been consulted on the letter going out to all staff and are happy with the content.

Trustee Garrod stated he understands that curriculum falls under the Director's purview, not the Board's. He offered his support to the Director and all staff as the safety and wellness of all students is a top priority.

Trustee French stated that she found it interesting how the Ministry has separated the elementary and secondary pieces. She asked if the online document referenced in the email is available yet. Director Rantz answered that it has been posted online and communicated to staff.

Trustee Garrod stated that he is very concerned about the comment line that has been set up to report teachers.

Director Rantz stated she is also concerned and stated that the Board does not respond to anonymous complaints/reports.

b) Requests for Quotation

- RFQ - Building Envelope remediation and boiler replacement at Sydenham Public School
- RFQ - Roof replacement at Harrowsmith Public School and Ernestown SS
- RFQ - Building Envelope remediation at Lord Strathcona Public School
- RFQ - Ceiling upgrade at Amherstview Public School
- RFQ - Roof and Deck Replacement at Centreville Public School
- RFQ - Septic System replacement at Storrington Public School
- RFQ - Septic System replacement at Newburgh Public School
- RFQ - Kindergarten and Daycare renovations at NAEC
- RFQ - Washroom renovations at Harrowsmith Public School
- RFQ - Classroom unit ventilators at Bayridge Public School
- RFQ - Classroom unit ventilators at Welborne Public School
- RFQ - Roof and window replacement & masonry upgrades at Winston Churchill Public School
- RFQ - Boiler Replacement at LCVI

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

August 29, 2018

- RFQ - Boiler Replacement at Collins Bay Public School
- RFQ - Boiler Replacement at LaSalle SS
- RFQ - Lighting upgrades and related asbestos abatement at Fairfield Elementary School
- RFQ - Sprinkler system replacement and septic system upgrades at NAEC
- REQ - Accessibility renovations at Odessa Public School
- REQ - Accessibility renovations at Limestone Education Centre and LCVI
- RFQ - Site Re-grading and drainage improvements at Perth Road Public School
- RFQ - Sports field rehabilitation at GREC
- RFQ - Track replacement (civil work) at NDSS

These reports were received for information.

Trustee Chadwick asked if there will be a status update on these projects.

Superintendent Babin answered that there will be an update in October from Manager Fowler, which will include some before and after photos.

Manager Fowler stated that if a project is still underway at the start of school that alternate arrangements have been made so no school activities will be affected.

Trustee Garrod stated that he appreciates the volume of work undertaken by Facility Services staff over the summer months, and the amount of time involved in completing some of these projects.

Notice of Motion

Trustee French stated that she would be bringing forward a motion regarding the process by which the Board reports Private Session items. She noted that school boards are different than Municipalities, and that some items must continue to be discussed in private, as dictated by the Education Act.

Director Rantz thanked Student Trustee Haynes for his work and wished him well on his move.

Next Meeting Date

The next Committee of the Whole (Education, Policy & Operations) is September 26, 2018.

Adjournment

Chair Ruttan called for a motion to adjourn the meeting.

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

The meeting adjourned at 5:45 p.m.