

# AGENDA – COMMITTEE OF THE WHOLE BOARD (CAUCUS) MEETING

Wednesday, December 9, 2020 – 5:30 PM

Limestone Education Centre

220 Portsmouth Avenue, Kingston, ON

LINK: <https://bit.ly/LDSBMtgDec92020>

## PUBLIC MEETING – 5:30 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. CALL MEETING TO ORDER – DIRECTOR OF EDUCATION**
- 2. APPROVAL OF AGENDA**
- 3. ELECTION OF CHAIR OF THE BOARD**  
For the Term December 2020 – November 2021
- 4. ELECTION OF VICE-CHAIR OF THE BOARD**  
For the Term December 2020 – November 2021
- 5. SPECIAL COMMITTEE REPORTS**
  - 5.1 AWARDS COMMITTEE – TRUSTEE BROWN**  
With COVID-19 school closures (March-June 2020) awards were suspended.
  - 5.2 PARENT INVOLVEMENT COMMITTEE – TRUSTEE ELLIOTT**
  - 5.3 SUPERVISED ALTERNATIVE LEARNING COMMITTEE – TRUSTEE BROWN**

Limestone District School Board

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

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- 6. CHOICE OF COMMITTEE RESPONSIBILITIES**
- 7. DESIGNATION OF TRUSTEE TO PRESENT THE REPORT OF THE COMMITTEE OF THE WHOLE BOARD (CAUCUS) MEETING AT THE INITIAL BOARD MEETING**
- 8. ANNUAL DECLARATION OF INVOLVEMENT**
- 9. ADJOURNMENT**

Limestone District School Board

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

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**Limestone District School Board**  
**Board Committees**

**Dates and times of the Statutory Committees of the Board:**

<b><u>Committee</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>
Audit Committee	TBA (to meet at least three times per year)	5: 30 p.m.
Special Education Advisory Committee	3 <sup>rd</sup> Wednesday of each month during the school year	5: 30 p.m.
Parent Involvement Committee	TBA (to meet at least four times during each school year)	6:00 p.m.

**Dates and times of the Standing Committees of the Board:**

<b><u>Committee</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>
Awards Committee	TBA (2 hour meeting per award between May – June)	TBA
Environmental Sustainability Advisory Committee	TBA (to meet at least three times per year)	4:00 p.m.

All Standing Committee meetings are held at the Education Centre, unless otherwise noted on the agenda.

**Dates and times of the Special Committees of the Board:**

<b><u>Committee</u></b>	<b><u>Date</u></b>	<b><u>Time</u></b>
Supervised Alternative Learning (Educational Services)	Monthly	During Regular Business Day
Expulsion Hearing Committee/ Disciplinary Hearing Committee	As required	During Regular Business Day

## Limestone District School Board

### *Appointments*

1. **Chair of The Board for the Term December 2020 to November 2021**

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2. **Vice-Chair of the Board for the Term December 2020 to November 2021**

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3. **Choice of Committee Responsibilities**

1. Audit Committee  
Three Trustees *previously* appointed, for a term of four years.
2. Awards Committee  
Three Trustees, plus one alternate Trustee to be appointed.
3. Special Education Advisory Committee  
(Policy 10, Section 5.1.0)  
Two Trustees, plus one alternate to be appointed.
4. Environmental Sustainability Advisory Committee  
(Policy 10, Section 6.5.0)  
Two Trustees to be appointed.
5. Parent Involvement Committee  
(Policy 10, Section 5.5.0)  
As per O. Reg. 330/10, Section 6, one Trustee to be appointed, plus one alternate.

Note: In accordance with Section 1.3.5.1 of Policy 9 (Board Operations), the Vice-Chair of the Board may choose to become a member of any committee.

4. **Special Committees of The Board**

#### **Appointments**

- 1) **Supervised Alternative Learning** (Policy 10, Section 5.3.0.)  
At least three members, including one member of the Board; the Director of Education or designate officer; and at least one person who is not an employee of the Board.
- 2) **Expulsion Hearing Committee/  
Disciplinary Hearing Committee  
Pool** (Policy 13, Section 1.9.0)  
As per Policy 13, Section 1.9.0, the Board may authorize a Suspension Appeal Committee of at least three Trustees of the Board, as designated by the Board and based on availability, to exercise and perform powers and duties on behalf of the Board in hearing an appeal of a decision to suspend a student under the discretionary suspension provisions of Administrative Procedure 358. The Committee will elect a Chair from among its members available for the hearing in question. Quorum of the Committee is three members.

# ***Annual Report to the Limestone District School Board On Activities of Special Committees***

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## ***December 2020***

**Special Committee:** Parent Involvement Committee

**Reporting:** Associate Superintendent Gillam and Associate Superintendent Sartor

**Time Period of Report:** This report summarizes committee activities from December 2019 to November 2020

**Meeting Dates:** February 13, 2020; March 11, 2020; May 7, 2020; August 25, 2020; October 15, 2020, November 12, 2020

**Committee members: Co-Chairs** – Sabena Islam, Co-chair (2019/2020 school year) Crystal Bevens-Leblanc, Co-chair (2019/2020, 2020/2021 school year) Shayla Bradley, Co-chair (2020/2021 school year)

### **Key Activities and/or Decisions of the Committee during this time period:**

In February 2020, Crystal Bevens-Leblanc was elected as the Co-chair of PIC, joining Sabena Islam. We were joined by Trustee Hutcheon, Vice-Chair of the Board, Laurie French and Director Debra Rantz at this meeting. At this meeting, Jennifer Kehoe and Janza Giangrosso also presented their findings from the Indigenous Family Circle and made a request that Indigenous representation on School Councils be made a top priority moving forward.

In March 2020, the PIC meeting was held at LCVI two days before the March Break and the school closure that followed. During this meeting, many questions were raised about COVID-19. Other topics included a PIC response to Ministry funding cuts, as well as the creation of two subcommittees: Bylaw and Engagement.

In May 2020, a virtual meeting was held using Microsoft Teams. Many business items were deferred to the new school year. PIC members had entered many questions about the pandemic and remote learning that were either addressed during the meeting or provided to other Senior Staff for responses.

In August 2020, another virtual meeting was held. Once again, many questions were provided to Associate Superintendent Gillam in advance and much of the meeting was dedicated to responding to these questions as well as collecting new ones for future meetings. The Outreach Committee was established to ensure that all School Advisory Councils were connected during the pandemic and school re-entry.

In October 2020, Associate Superintendent Sartor replaced Associate Superintendent Gillam as the Director's designate on PIC. A presentation on holding space for Indigenous Family Members on School Advisory Councils was shared and PIC voted to recommend updating Administrative Procedure 110 to include language related to an Indigenous Family Member representative. Updated PIC bylaws were shared and a vote to update the bylaws as written was passed.

In November 2020, Finance Manager Myra Baumann shared a presentation about parent engagement funding. Rebecca Smith from Skills Ontario and Jason Quenneville, LDSB Experiential Learning consultant, also joined to share information related to employment in the Trades. A discussion also elicited ideas for several working groups including identifying barriers for parent engagement, and a possible spring symposium or speaker series. Additional meetings were added in January and April 2021. At these meetings, presentations will be the focus. February and May meetings will remain as opportunities for system/community updates and discussing arising business. Finally, Co-chair Shayla Bradley was acclaimed.

Two additional presentations were held in November: 1) Navigating Special Education and 2) School Advisory Council Chair Workshop. These presentations offered information and support to our parents and community. Both workshops were well received by the community.

#### **Implications for Limestone District School Board:**

With increased engagement and participation comes the need to ensure that PIC agenda items and information shared with School Advisory Councils and potentially, the Board, are system based and are founded in the PIC mandate and goals. Student achievement and wellness, and improving School Councils' ability to assist with this needs to be the focal point of activities. With changes to PRO Grants and Ministry funding, we will need to look at innovative ways to help School Advisory Councils with their own engagement activities.

#### **Possible Future Directions, Activities and/or Challenges:**

A goal for the upcoming year is to continue to encourage engagement virtually, so that more parents and community members can participate in the meetings. Our focus will also be to support the development of the virtual schools, within the Limestone District School Board. We will continue to work to ensure that each and every school is represented at the PIC level. We are proud of the increase in active participation and membership.

# ***Annual Report to the Limestone District School Board On Activities of Special Committees***

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***December 2020***

**Special Committee:** Supervised Alternative Learning (SAL)

**Reporting:** Associate Superintendent Gillam

**Time Period of Report:** This report summarizes committee activities from December 2019 to November 2020

**Meeting Dates:** Monthly

**Committee members:** Trustee Brown, Trustee Morning (Alternate), Petra Hanson (Pathways to Education), Gillian Waters (KEYS), Arley Irvine (Youth Diversion), Lynne Rousseau (staff), Maureen Bartlett (staff), Andrea Murphy (staff), Melissa Baker-Cox (staff), Scot Gillam

**Key Activities and/or Decisions of the Committee during this time period:** Supervised Alternative Learning approves alternate opportunities for students aged 14 – 17 who are having difficulty attending school and achieving success. Alternate learning includes work placements, volunteering, development of work skills, credit and non-credit courses, certifications and training. During the period of December 2019 to November 2020, 11 students were approved for SAL programming. Numbers for SAL saw a decline this year, due to COVID 19 as meetings and the approval of SALs were suspended from April to September 2020. The success rate for the SAL program during this time for students remaining engaged in their program remained stable at 82%. The SAL Committee continued to use the SAL Student Record to track and record progress at regular intervals throughout the year, including February and September. The Committee also appreciated the inclusion of Melissa Baker-Cox on the Committee. Melissa is the Pathways for Student Success Coordinator. Melissa is instrumental in assisting the Committee in ensuring that Student Success and the tracking of supports through MyBlueprint is discussed during the approval process.

**Implications for Limestone District School Board:** We will continue to monitor the success rate for SAL students and continue to track and report on the number of SAL referrals that are renewed. We will also continue to track and monitor the number of credits earned by SAL students.

**Possible Future Directions, Activities and/or Challenges:** Supervised Alternative Learning is mandated through the Ministry of Education. Information related to the number of students involved in SAL, number of credits attempted and earned, number of certifications and frequency of volunteering is reported to the Ministry of Education twice a year through the Taking Stock Report. The SAL Committee will continue to explore how student voice can be facilitated during the SAL application process and for consideration after the SAL has concluded. The SAL Committee will also explore the use of MyBlueprint to support SAL students in completing their approved programs. Finally, the SAL Committee is committed to ensuring that all students who require Supervised Alternative Learning, including those opting for the Virtual School, will have their opportunity through the completion of their approved programs and active tracking through the SAL Student Record.