



September 12, 2023

# Regular Board Meeting Package

## VIRTUAL MEETING

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

**REGULAR BOARD MEETING #9**

Tuesday September 12, 2023 Time: 7:00 pm CST	Virtual Meeting (Google Link for internal use only)
<b>AGENDA</b>	

- |    |  |           |
|----|--|-----------|
| 1. | Call to Order  | Chair     |
| 2. | Land Acknowledgement   | Chair     |
| 3. | Roll Call  | Exec Asst |
|    | Observers may participate by submitting questions regarding the agenda items presented at the meeting this evening to the following email address 'questions@kpdsb.ca'. Questions will be responded to under the agenda item, Observer Comments. | Chair     |
| 4. | Approval of Agenda for September 12, 2023  | Chair     |
| 5. | Declaration of Conflict of Interest  | Chair     |
| 6. | Business Arising from Committee of the Whole   | Chair     |
|    | 6.01 - Policy #809 School Attendance (Boundary) Review Δ   |           |
| 7. | Confirmation of Minutes  | Chair     |
|    | 7.01 – Regular Board Meeting June 13, 2023 Δ   |           |
|    | 7.02 – Special Board Meeting June 27, 2023 Δ   |           |
|    | 7.03 – Special Board Meeting July 25, 2023 Δ   |           |
| 8. | Delegations/Presentations  | Chair     |
| 9. | Presentation of Reports and Accompanying Motions   | Chair     |
|    | 9.01 Education   |           |
|    | A. Students Come First - NIL   |           |
|    | 9.02 Executive Committee Report  |           |
|    | A. 2022-2023 Award and Scholarship Recipients Δ  | Chair     |
|    | B. 2022-2023 Trustee Attendance – Meetings of the Board Δ  | Chair     |
|    | 9.03 Finance / Audit   |           |
|    | 9.04 Human Resources   |           |
|    | 9.05 Operations  |           |
|    | 9.06 Committee Updates   |           |
|    | A. Early Years Education Advisory Committee – NIL  |           |

- B. Audit and Finance Committee – NIL
- C. Indigenous Education Advisory Committee – NIL
- D. Ontario Public School Boards' Association – NIL
- E. Parent Involvement Committee – NIL
- F. Special Education Advisory Committee –
- G. Supervised Alternative Learning – NIL

C. Moore

- 10. Correspondence
- 11. New Business and Notices of Motion
- 12. Observer Comments
- 13. Next Meeting Date: October 10, 2023
  - Regular Board Meeting held virtually
- 14. Adjournment

Chair

Chair

*△ indicates an attachment included in the meeting package*

△

## **Policy Statement**

The Keewatin-Patricia District School Board (Board) is committed to providing its students with facilities that are conducive to their learning and development. It is also committed to fiscal responsibility in ensuring that all its facilities are used to their optimum effectiveness. This policy implements the Education Act, section 171.7 (Schools and Attendance Areas), and ensures the Board requirement to provide and maintain effective school attendance areas. This policy and supporting administrative procedure ensures that the school attendance review process encourages public participation and open decision making. The Board will consult with the school community in the review process and provide opportunities for members of the school community to express their views prior to the Board's decision on the proposed school attendance area (boundary).

## **Rationale**

The Board recognizes that various factors impact program and/or student accommodation, including changing demographic patterns, student enrolment, changes in curriculum, facility conditions, and initiatives introduced by the Ministry of Education that may affect its ability to deliver educational services efficiently and effectively across its jurisdiction. One or a combination of the below factors may trigger the need to undertake a school attendance area (boundary) review.

### **6.1 Underutilization**

Any school where its enrolment falls or is projected to fall below 80% utilized a minimum of five (5) years prior to the current year and projected for a minimum of the next five (5) years.

### **6.2 Overcrowding**

Any school where its enrolment exceeds or is projected to exceed 110% utilized a minimum of five (5) years prior to the current year and projected for a minimum of the next five (5) years.

### **6.3 Program**

Any school or group of schools where the program delivery or school operation requires a higher allocation of resources to maintain equitable programs when compared to the average

allocation of resources jurisdiction wide. Any school or group of schools where the program delivery model is not consistent with system standards.

## **Guidelines**

The Board aims to achieve the greatest good for the greatest number of its students and their families. Any decisions made in the school facilities planning process will be implemented in a manner consistent with the Board's mission and vision and will reflect the most prudent use of available resources.

The school attendance area (boundary) review process will focus primarily on the continued success and well-being of students and the financial viability of the school Board.

To provide the highest quality education programs and services, the Board shall monitor, on an ongoing basis, all factors that may impact on the utilization rate of its student facilities and take them into account in the development and updating of its long-term capital and accommodation plan (LTAP).

Board staff will follow Administrative Procedure (809) and the specific steps identified in the Administrative Procedure, as listed:

- Undertake a comprehensive background review
- Provide an Initial Staff Report to the Board of Trustees
- Establish a Board Boundary Review Committee
- Engage the review process through effective community consultation
- Provide a Final Staff Report to the Board of Trustees
- Establish a Transition Planning Process
- Establish effective communications to all stakeholders

## PROCEDURE

# School Attendance (Boundary) Review

Adopted: September, 2023

## **Procedure**

### **1. Preamble**

The Keewatin-Patricia District School Board (Board) is committed to providing its students with facilities that are conducive to their learning and development. It is also committed to fiscal responsibility in ensuring that all its facilities are used to their optimum effectiveness. This administrative procedure implements the Education Act, section 171.7 (Schools and Attendance Areas), and ensures the Board requirement to provide and maintain effective school attendance areas. This procedure ensures that the school attendance review process encourages public participation and open decision making. The Board will consult with the school community in the review process and provide opportunities for members of the school community to express their views prior to the Board's decision on school attendance area (boundary).

### **2. Guiding Principles**

The Board aims to achieve the greatest good for the greatest number of its students and their families. Any decisions made in the school facilities planning process will be implemented in a manner consistent with the Board's mission and vision and will reflect the most prudent use of available resources.

The school boundaries review process will focus primarily on the continued success and well-being of students and the financial viability of the school Board.

To provide the highest quality education programs and services, the Board shall monitor, on an ongoing basis, all factors that may impact on the utilization rate of its student facilities and take them into account in the development and updating of its long-term capital and accommodation plan (LTAP).

### **3. Scope**

This administrative procedure applies to schools offering elementary and/or secondary programs.

#### 4. Terms and Definitions

##### Attendance Area

A geographical area designated by the Board to provide for the educational needs of the children of the area for elementary and/or secondary school(s), also known as a School Boundary. Every student of the Board shall be located within at least one (1) elementary and one (1) secondary school boundary.

##### Board Staff

Refers to resource staff from different Board departments including but not limited to: Superintendents of Education, Business Services staff, and the Principal(s) for the schools involved.

##### Business day

A calendar day that is not a weekend or statutory holiday. It also does not include calendar days that fall within school boards' Christmas, spring, and summer break periods.

##### Consolidation

The reorganization of students into one or more schools within the same review area and/or into a new school.

##### Consultation

Public participation goal - to obtain feedback on analysis, alternatives and/or decisions.  
Promise to the public - we will keep you informed, listen, and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.

##### Example techniques:

- Public comment
- Focus groups
- Surveys
- Public meetings

##### Long-term capital and accommodation planning (LTAP)

A comprehensive review that considers the condition and utilization of current facilities, and possible accommodation solutions designed to enhance achievement, learning opportunities, and well-being for students.

##### On the ground (OTG) capacity

Refers to the capacity of a school (i.e., total number of students the building is designed to hold), as determined by the Ministry of Education, by loading all instructional spaces within a facility to current Ministry standards for class size requirements and room areas. Examples



of instructional spaces include standard classroom and purposely designed program spaces such as Science, Music or Shop classrooms. OTG capacity does not include capacity in temporary facilities (i.e., portables or portapaks).

#### Overcrowded

Full Time Equivalent (FTE) enrolment exceeds a school's On the Ground (OTG) capacity resulting in a utilization rate of 110% or higher.

#### Review Area

The review area may include the attendance area of an individual school or group of schools, family of schools, municipal, or any other geographic area.

#### Study Area

A geographic area which may comprise all, or part of a school attendance area or school boundary.

#### Underutilized

Full Time Equivalent (FTE) enrolment falls below a school's On the Ground (OTG) capacity resulting in a utilization rate of 80% or lower.

#### Utilization

A measure of the extent to which a school is operating at full capacity. The Board uses two points of reference to compare school utilization; Underutilized and Overcrowded.

### 5. Background to the School Boundary Review

The Board is committed to improving the learning environment in its schools and enhancing learning opportunities and well-being for students.

The Board will prepare and update long-term capital and accommodation planning information to address the future accommodation needs of its students including:

- Enrolment projections
- School capacity/utilization
- Renewal needs
- Potential consolidations (closures)
- Construction projects (new schools, additions, significant renovations)
- Program changes

### 6. Criteria Used to Determine the Need for a School Boundary Review

The Board recognizes that various factors impacting program and/or accommodation, including changing demographic patterns, student enrolment, changes in curriculum, facility conditions, and initiatives introduced by the Ministry of Education may affect its ability to deliver educational services efficiently and effectively across its jurisdiction. One or a combination of these factors may trigger the need to undertake Boundary Reviews.

#### 6.1 Underutilization

Any school where its enrolment falls or is projected to fall below 80% utilized a minimum of five (5) years prior to the current year and projected for a minimum of the next five (5) years.

#### 6.2 Overcrowding

Any school where its enrolment exceeds or is projected to exceed 110% utilized a minimum of five (5) years prior to the current year and projected for a minimum of the next five (5) years.

#### 6.3 Program

Any school or group of schools where the program delivery or school operation requires a higher allocation of resources to maintain equitable programs when compared to the average allocation of resources jurisdiction wide. Any school or group of schools where the program delivery model is not consistent with system standards.

### 7. School Boundary Review Process

A Boundary Review is an administrative process involving a Boundary Review Committee (BRC) of the school Board, appropriate Trustee(s), and appropriate resource staff. The BRC is responsible for proposing solutions to the identified accommodation issues. A Boundary Review may be undertaken when the Board identifies an accommodation issue.

The Board BRC is comprised of the following:

- Senior Business Official
- Superintendent of Education(s) for the schools in the area under Review
- Business Services staff representative(s)
- Planning staff or resource representative(s)
- Principals of the schools included in the Boundary Review, as needed
- Transportation Services representative(s), as needed
- other staff, as needed, i.e., Student Support and Program Services representative(s)

The School Boundary Review shall have regard for:

- the impact on students and families within the schools under review
- continued program delivery in the area under review
- the long-term and ongoing effective and efficient operation of the Boards' schools
- resultant alterations required to affected schools and/or their grounds and the associated costs thereof
- student transportation

#### Terms of Reference for the BRC

- Appointments to the BRC will be for the duration of the boundary study.
- The purpose of the BRC is to conduct a boundary study and to:
  - Represent the interests of the students in the Study Area
  - Review background information and public input
  - Identify issues
  - Confirm study goals
  - Determine study objectives
  - Develop evaluating scenarios
  - Develop recommendations
- At a minimum, members of the BRC shall:
  - Attend meetings regularly
  - Maintain a formal agenda and minutes of all meetings
  - Participate collaboratively in group decision making
- BRC Meeting Procedures
  - An initial meeting schedule will be established by Board staff
  - Changes to meetings, including adding or cancelling may be made by the BRC
  - BRC meetings are not public meetings. Non-members may attend meetings provided they are invited by the BRC
  - Minutes and secretarial support for the BRC will be provided by the Board
  - Minutes will be taken at each meeting and approved at subsequent BRC meetings
  - An agenda for the BRC meeting will be prepared by the Board's staff and/or resource team and sent to the BRC members prior to each meeting

Two (2) staff reports shall be prepared and presented to the Board. A Boundary Review is initiated by the Initial Boundary Review Report. The Final Boundary Review Report will be presented to the Board of Trustees within thirty (30) business days of the conclusion of the Public Information Session(s) (Appendix A).

## 7.1 Initial Boundary Review Report

The Initial Boundary Review Report will be presented by Board Staff and will include:

- identification of school or group of schools to be included in the School Boundary Review
- rationale for the need for a School Boundary Review
- background information including goals, objectives, and constraints
- relevant information from municipalities and other community partners including any confirmed interest in using underutilized space
- BRC composition
- alternative options with analysis and a recommended option(s) with justification for recommendation
- Board Staff analysis of the capital, renewal, or alterations costs of implementing the recommended option(s)
- proposed timeline for implementation of the recommended boundary changes
- communication plan

Following the presentation of the Initial Boundary Review Report and the Board of Trustees approval to proceed, staff will provide written notice of the Board of Trustees decision within five (5) business days to each of the following:

- The affected schools, staff, students and/or parent communities.
- The affected lower and upper tier municipalities and other interested community partners.
- The Directors of Education of the coterminous school boards in the areas of the affected school(s).
- The Ministry of Education through the Assistant Deputy Minister of the Financial Policy and Business Division.

The Initial Boundary Review Report and a copy of the School Boundary Review Policy and Procedure will be posted on the Board's website and provided in hard copy to the persons and entities listed above, following the Board of Trustees' decision to proceed.

Board Staff will facilitate a Public Information Session(s) to present the information in the Initial Boundary Review Report.

The intent of the Public Information Session(s) is to respond to questions of clarification and receive feedback on the recommended option(s).

The BRC will consider input received from the public prior to preparation of the Final Boundary Review Report.

## 7.2 Final Boundary Review Report

The Final Boundary Review Report will be presented by Board Staff and will include the following:

- summary of information contained in the Initial Boundary Review Report
- summary of comments and questions received from the public
- relevant information obtained from affected upper and lower tier municipalities/community partners prior to and during the boundary review
- final Board Staff recommendation(s) and justification for the recommendation(s)
- timeline for implementation of the recommended boundary change(s)
- timeline for the implementation of the recommended capital, renewal, or alterations projects required
- critical path resolution of the identified accommodation issue
- communication plan

At a Board meeting where the Board of Trustees considers the Final Boundary Review Report and recommendation(s) the Board may:

- accept the recommendations by resolution and implement them as set out in the Final Boundary Review Report, or
- alter the recommendations by resolution and implement them as set out in the Final Boundary Review Report, or
- refer the report to Board Staff for additional action

## 7.3 Transition Plan

A transition plan will be put in place following the Board of Trustees decision to move students in accordance with the recommendations of the Final Boundary Report.

A Transition Planning Team will be established and will communicate the transition plan including timelines to all affected school communities.

The Transition Planning Team may include:

- Superintendent of Education,
- Principal(s) for the affected schools,
- Facilities Services Staff as appropriate
- other Board Staff as appropriate.

The Superintendent of Education will act as the Chair of the School Transition Planning Team.

#### 7.4 Communications

A Communications Plan will be appended to the Initial and Final Boundary Review Reports.

All Boundary Review reports will be posted on the Board's website after presentation to the Board of Trustees.

Information prepared by the BRC for presentation at the Public Information Session will be posted on the Board's website.

Comments received at the Public Information Session will be posted on the Board's website. Board Staff will issue a Frequently Asked Questions (FAQ) document as needed to respond to enquiries and input received.

All reports, information and comments posted on the Board's website will be available in accessible formats on request.

**Appendix A**  
**School Boundary Review Timelines**

<b>Action</b>	<b>Time Period</b>	<b>Business Days</b>
Initial Boundary Review Staff Report Received and Approved by the Board of Trustees		0
Written notices sent out to: <ul style="list-style-type: none"> <li>• Affected school communities</li> <li>• Affected lower and upper tier municipalities</li> <li>• Other interested community partners</li> <li>• Cotermious school boards</li> <li>• Ministry of Education</li> </ul>	Within 5 business days of Board approval	5
Initiate Public Information Meeting(s)	Within 30 business days of Board approval	30
Boundary Review Committee (BRC) meetings	Ongoing throughout process	
Presentation of Final Boundary Review Staff Report to Trustees	Within 30 business days of the final Public Information Session	30
Final Decision of Board of Trustees	No greater than 10 business days between presentation of Final Staff Report and a meeting of the Board of Trustees	10

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

**REGULAR BOARD MEETING #8**

The minutes of the Regular Board Meeting of the Keewatin-Patricia District School Board Tuesday, June 13, 2023, held at Sioux North High School.

Call to Order                      The meeting was called to order at 7.03 pm.

Land  
Acknowledgement

Roll Call	Denise Baxter Roger Griffiths Rory McMillan (V) Judi Green Norine Van Breda	Dave Cornish (V) Robert Kitowski (V) Dave Penney Dakota McDonald, Student Trustee	Marilyn Duncalfe  Steve Poling
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Absent with Regret	Gerald Kleist	Gracie Tucker, Indigenous Student Trustee
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Absent without Regret      Nil

Officials	C. Radbourne S. Norlock J. Marion	R. Findlay C. Moore Exec Asst	S. Parker S. Pilipishen S. Bailey
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Also Present                      Media, Staff, and the Interested Public

Item 4 - Agenda  
**Motion #135-23**

Moved by: D. Baxter  
Seconded by: D. Cornish  
THAT the agenda for the Regular Board Meeting of June 13, 2023, be approved.

Carried

Item 5 Conflict of  
Interest                      None

Item 6                              Business Arising from Committee of the Whole

6.01  
**Motion #136-23**

Moved by: M. Duncalfe  
Seconded by: J. Green  
THAT Policy #205 Presentations/Delegations be received.



Carried

**Motion #137-23**

Moved by: R. Kitowski  
Seconded by: R. McMillan  
THAT Policy #205 Presentations/Delegations be approved.

Carried

Item 6.02

**Motion #138-23**

Moved by: D. Penney  
Seconded by: S. Poling  
THAT Policy #506 Special Education Advisory Committee be received.

Carried

**Motion #139-23**

Moved by: N. Van Breda  
Seconded by: D. Baxter  
THAT Policy #506 Special Education Advisory Committee be approved.

Carried

6.03

**Motion #140-23**

Moved by: J. Green  
Seconded by: R. Kitowski  
THAT Policy #606 Transportation be received.

Carried

**Motion #141-23**

Moved by: D. Cornish  
Seconded by: M. Duncalfe  
THAT Policy #606 Transportation be approved.

Carried

6.04

**Motion #142-23**

Moved by: N. Van Breda  
Seconded by: D. Penney  
THAT the Capital Project Report for Dryden High School – Building Entrances be received.

Carried

**Motion #143-23**

Moved by: J. Green  
Seconded by: S. Poling  
THAT the contract for the Dryden High School – Building Entrances capital project be awarded to 2233049 Ontario

Corp. for the sum of \$1,285,090.86 (One million two hundred, eighty-five thousand and ninety dollars and eighty-six cents ) plus applicable taxes, and the Administration be authorized to execute the contract.

Carried

Item 7 – Confirmation  
of Minutes

7.01

**Motion #144-23**

Moved by: M. Duncalfe  
Seconded by: D. Cornish  
THAT the minutes of the Regular Board Meeting of May 9, 2023 having been duly circulated, be confirmed.

Carried

Item 8

Delegations/Presentations - Nil

Item 9

Presentation of Reports and Accompanying Motions

Item 9.01 Education

9.01 A

**Motion #145-23**

Moved by: D. Baxter  
Seconded by: N. Van Breda  
THAT the Students Come First presentation by Sioux Mountain Public School be received.

Carried

Students Come First

A. Sioux Mountain Public School – Sioux Lookout  
Water Festival – Cedar Bay

- Barbara Van Diest, Principal
- Melissa Plomp, Vice Principal
- Lisa Vo, Gr 5 Teacher
- Gr 5 Students, Maria, Karsten, Marius, Rhyah, Julie, Adeline

Sioux Mountain Public School Grade 5 students  
presented on the Annual Water Festival held at  
Cedar Bay.

9.01 B  
**Motion #146-23**

Moved by: S. Poling  
Seconded by: R. McMillan  
THAT the Expanded Programs Report be received.

Carried

B. Expanded Programs

Shawnda Norlock, Superintendent of Student  
Achievement & Equity.  
Dave Tresoor, Expanded Programs Administrator

9.01 C  
**Motion #147-23**

Moved by: R. Kitowski  
Seconded by: Judi Green  
THAT the verbal Summer Learning Update be received.

Carried

C. Summer Learning

Shannon Bailey, Superintendent of Education,  
Shawnda Norlock, Superintendent of Education

9.01 D  
**Motion #148-23**

Moved by: M. Duncalfe  
Seconded by: D. Cornish  
THAT the Board Improvement & Equity Plan be received.

Carried

D. Board Improvement & Equity Plan

Shannon Bailey, Chantal Moore, Shawnda Norlock

Item 9.02 Executive  
Committee  
Reports

9.02 A

**Motion #149-23**

Moved by: D. Baxter  
Seconded by: S. Poling  
THAT the Student Trustee reports be received.

Carried

9.02 B

**Motion #150-23**

Moved by: D. Baxter  
Seconded by: N. Van Breda  
THAT the Special Education Plan be received.

Carried

9.02 C

**Motion #151-23**

Moved by: R. McMillan  
Seconded by: S. Poling  
THAT the School Councils' Year-End reports be received.

Carried

9.02 D

**Motion #152-23**

Moved by: D. Cornish  
Seconded by: D. Penney  
THAT the Annual Director of Education Performance  
Appraisal process has been completed, including  
signatures, on May 19, 2023.

Carried

9.03 Financial  
Updates

9.03 A

**Motion #153-23**

Moved by: M. Duncalfe  
Seconded by: S. Poling

THAT the Wage Loss(LTD) Replacement Program provided by RBC Insurance be received.

Carried

**Motion #154-23**

Moved by: J. Green  
Seconded by: N. Van Breda  
THAT the Wage Loss(LTD) Replacement Program provided by RBC Insurance be approved.

Carried

9.04 Human  
Resources

9.04 A

**Motion #155-23**

Moved by: D. Cornish  
Seconded by: S. Poling  
THAT the Employee Recognition report be received.

Carried

9.05 Operations

NIL

9.06 Committee  
updates

9.06 A

**Motion #156-23**

Moved by: N. Van Breda  
Seconded by: J. Green  
THAT the Early Years Education Advisory Committee report of May 24, 2023 be received.

Carried

9.06 B

NIL

9.06 C

**Motion #157-23**

Moved by: D. Baxter  
Seconded by: M. Duncalfe  
THAT the Indigenous Education Advisory Committee report of June 7, 2023 be received.

Carried

9.06 D

**Motion #158-23**

Moved by: R. Kitowski  
Seconded by: R. McMillan  
THAT the OPSBA verbal report for the June 8, 2023 meeting be received.

Carried

9.06 E

**Motion #159-23**

Moved by: N. Van Breda  
Seconded by: S. Poling  
THAT the Parent Involvement Committee report be received.

Carried

9.06 F

**Motion #160-23**

Moved by: J. Green  
Seconded by: D. Penney  
THAT the Special Education Advisory Committee report for the May 17 & 31, 2023 meetings be received.

Carried

9.06 G

NIL

Item 10  
Correspondence

NIL

Item 11  
New Business

NIL

Item 12  
Observer Comments

None

**Motion #161-23**

Moved by: D. Baxter  
Seconded by: R. McMillan  
THAT the Board adjourn at 9.19pm to reconvene to Committee of the Whole In-Camera in order to complete its agenda.

Carried

Item 13

Next Meeting Date

June 27, 2023

Special Board Meeting held virtually.

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Date

Chair, R. Griffiths

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Date

Christy Radbourne

# KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

## **SPECIAL BOARD MEETING #2**

**The minutes of the SPECIAL Board Meeting of the Keewatin-Patricia District School Board Tuesday, June 27, 2023, held via virtual meeting.**

Call to Order                      The meeting was called to order at 7.10 pm by V/Chair D. Cornish

Land  
Acknowledgement  
Roll Call                      Denise Baxter                      Dave Cornish                      Marilyn Duncalfe  
   Roger Griffiths                      Robert Kitowski                      Steve Poling  
   Rory McMillan                      Dave Penney                      Judi Green  
      Noreen Van Breda

Absent with Regret                      Gerald Kleist

Officials                      C. Radbourne                      R. Findlay                      S. Bailey  
   C. Moore                      S. Norlock                      S. Pilipishen  
   Exec Assistant                      J. Marion

Also Present                      Media, Staff, and the Interested Public

Item 4 – Agenda

**Motion #162-23**

Moved by: R. Kitowski  
Seconded by: D. Penney  
THAT the agenda for the Special Board Meeting of June 27, 2023, be approved.

Carried

Conflict of Interest                      Declaration of conflict of interest regarding proceedings on agenda - NONE

Item 6 – Financial  
Update

6.1 - Draft 2023-2024

Budget Estimates

**Motion #163-23**

Moved by: S. Poling  
Seconded by: N. Van Breda  
THAT the Draft 2023-2024 Budget Estimates be received.

Carried



**Motion #164-23**

Moved by: D. Baxter  
Seconded by: M. Duncalfe  
THAT the Draft 2023-2024 Budget Estimates, in the amount of \$108,048,045 (One Hundred and Eight Million, Forty-Eight Thousand, Four Hundred and Five Dollars), be approved.

Carried

Item 7 – Business  
Arising from COTW/IC

7.01- Executive  
Compensation

**Motion #165-23**

Moved by: J. Green  
Seconded by: R. Kitowski  
THAT the inequity in grid placement issue be resolved retroactively to September 2022 for the individual Senior Team Members affected as discussed at the June 13, 2023 COTW/IC meeting.

Carried

Item 8 – Adjournment  
**Motion #166-23**

Moved by: R. McMillan  
Seconded by: D. Penney  
THAT the Special Board meeting of June 27, 2023, adjourn at 7.14 pm.

Carried

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Date Chair, R. Griffiths

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Date Secretary, C. Radbourne

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

**SPECIAL BOARD MEETING #3**

**The minutes of the SPECIAL Board Meeting of the Keewatin-Patricia District School Board Tuesday, July 25, 2023, held via virtual meeting.**

Call to Order                      The meeting was called to order at 7.08 pm by V/Chair D. Cornish

Land  
Acknowledgement

Roll Call	Denise Baxter Roger Griffiths Rory McMillan	David Cornish Gerald Kleist Dave Penney	Marilyn Duncalfe Steve Poling Judi Green Noreen Van Breda
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Absent with Regret              Robert Kitowski

Officials	C. Radbourne Exec Assistant	R. Findlay S. Parker
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Also Present                      Media, Staff, and the Interested Public

Item 4 – Agenda  
**Motion #167-23**

Moved by: R. Griffiths  
Seconded by: S. Poling  
THAT the agenda for the Special Board Meeting of July 25, 2023, be approved.

Carried

Conflict of Interest              Declaration of conflict of interest regarding proceedings on agenda - NONE

Item 6 – Capital  
Project Approvals

6.01 – Ear Falls PS  
**Motion #168-23**

Moved by: N. Van Breda  
Seconded by: D. Baxter  
THAT the Capital Project Report for Ear Falls Public School – Civil Drainage & Landscape improvements be received.

Carried

**Motion #169-23**

Moved by: M. Duncalfe  
Seconded by: J. Green  
THAT the contract for the Ear Falls Public School – Civil Drainage & Landscape Improvements capital project awarded to Helix Contracting/ 2301149 Ontario Inc. for the sum of \$1,801,482.00 (One million eight hundred and one thousand, four hundred eight-two dollars and zero cents ) plus applicable taxes, be approved.

Carried

6.02- Lillian Berg PS

**Motion #170-23**

Moved by: D. Penney  
Seconded by: N. Van Breda  
THAT the Capital Project Report for Lillian Berg Public School – Childcare Renovation be received.

Carried

**Motion #171-23**

Moved by: S. Poling  
Seconded by: R. McMillan  
THAT the contract for the Lillian Berg Public School – Childcare interior renovations capital project awarded to Marrbeck Construction Ltd. for the sum of \$2,250,000.00 (Two million Two Hundred, Fifty Thousand Dollars and Zero Cents) plus applicable taxes, be approved.

Carried

6.03 – Ignace PS

**Motion #172-23**

Moved by: D. Penney  
Seconded by: R. Griffiths  
THAT the Capital Project Report for Ignace Public School – Childcare Renovation be received.

Carried

**Motion #173-23**

Moved by: D. Baxter  
Seconded by: R. McMillan  
THAT the contract for the Ignace Public School – Childcare renovation capital project awarded to Tom Jones Corporation for the sum of \$1,655,500.00 (One million Six Hundred, Fifty-Five Thousand Five Hundred Dollars and Zero Cents) plus applicable taxes, be approved.

Carried

6.04 - Safeschools

**Motion #174-23**

Moved by: M. Duncalfe  
Seconded by: J. Green  
THAT the Capital Project Report for the Safeschools - Systems Upgrade be received

Carried

**Motion #175-23**

Moved by: S. Poling  
Seconded by: N. Van Breda  
THAT the contract for the Safeschools – Systems Upgrade project awarded to Finn Way General Contractors Inc. for the sum of \$ 4,017,775.80 (Four Million, Seventeen Thousand, Seven Hundred Seventy-Five Dollars and Eighty Cents) plus applicable taxes, be approved.

Carried

Item 7 - Adjournment

**Motion #176-23**

Moved by: R. Griffiths  
Seconded by: D. Baxter  
THAT the Special Board Meeting of July 25, 2023 adjourn at 7:18 pm

Carried

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD  
SPECIAL BOARD MEETING  
July 25, 2023

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Date Chair, R. Griffiths

---

Date Secretary, C. Radbourne

**2022-2023 ELEMENTARY GOOD CITIZENSHIP AWARD**

The following individuals were chosen for the Elementary Good Citizenship Award as per Policy 311 for the school year 2022-2023

<b>School</b>	<b>Recipient(s)</b>
Beaver Brae Elementary	Kahyne McDonald
Crolancia PS	Shayda Wolfe / Kristopher Fox
Ear Falls PS	Willow Riffel
Evergreen PS	Skyleth Fisher
Golden Learning Centre PS	Maximus Powers
Ignace Elementary PS	Clarence Ponsones
Keewatin PS	Drake Skead
King George VI PS	Austyn Moyer
Lillian Berg PS	John Bratland
New Prospect PS	Cohen Price
Open Roads PS	Mya Wozny-Koostachin
Red Lake-Madsen PS	Hanna Clayfield
Savant Lake PS	No recipient
Sioux Mountain PS	Keon Littledeer
Sioux Narrows PS	Ariana Cowley-Nash
Upsala PS	Riley Wharrick
Valleyview PS	Evan Anderson / Oliver Anderson

Respectively submitted by:  
Shannon Bailey, Superintendent of Education

**2022-2023 SECONDARY SCHOLARSHIPS AND AWARDS**

The following students were chosen for the Secondary School Scholarships and Awards as per Policy 311 for the 2022-2023 school year.

<b>Beaver Brae Secondary School</b>	<b>Ignace High School</b>
Cianna Forbes-Stevens	Kayley Levesque
D'Angelo Henry	Kayley Levesque
Megan Belrose	Gracie Tucker
Cole Villa	Jerzey Fluet
Chloe Keene-Schatzler	<b>Sioux North High School</b>
Emma Cumby	Aubrey Bates
Issac Wykes	Patrick Bellerose
<b>Crolancia High School</b>	Olivia Cook
Roshaun Russell	Connor Duguay
Joseph Kaunak	Jessie Krahm
Zachary Heatherington	Sophia Legary
<b>Adult Education</b>	Brooklyn Nichol
Bradford Fisher	Dei Pacapac
Julius Ayong	<b>Red Lake High School</b>
Rose McKay	Zander Haney
Jonathan Matthews	Ben Norlock
Cody Armit	Mckenna Kristoff
<b>Dryden High School</b>	
Caryssa Calberry	
Andrew Becker	
Ayla Noel	
Charles McLeod	
Chloe Black	
Lara Anne Brown	
Kira Graver	

Respectfully submitted by:  
Shawnda Norlock  
Superintendent of Education

## TRUSTEE ATTENDANCE FOR 2022-2023

P – PRESENT / R – REGRETS / A – ABSENT / L – LATE / THIS IS F2F MEETING/ V – VIRTUAL AT F2F

Trustees	Nov 15 - Inaugural	Nov 22 - COTW	Nov 29 - Special	Dec 13- Regular	Jan 10 - Regular	Jan 24 - COTW	Feb 14 – Regular	Feb 28- COTW	Mar 7 – Regular	Mar 28 - COTW	April 11 - Regular	April 25 - COTW	May 9 - Regular	May 23 - COTW	June 13 - Regular	Jun 27- SPECIAL	Jul 25 - SPECIAL	Sept 12 - Regular	Sept 26 - COTW	Oct10 - Regular	Oct 24 - COTW
Denise Baxter	P	P	P	P	P	P	P	P	P	L	P	P	P	L	P	P	P				
David Cornish	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V	P	P				
Marilyn Duncalfe	P	P	P	P	P	P	P	P	P	P	P	P	P	P	P	L	P				
Judi Green (Started Feb)							R	P	P	P	P	P	V	P	P	P	P				
Roger Griffiths	P	P	P	P	P	P	P	P	P	P	P	P	P	R	P	P	P				
Robert Kitowski	P	P	P	P	P	P	R	P	P	P	P	P	P	P	V	P	Tendered resignation effective Jul 14				
Gerald Kleist	P	P	R	P	P	P	R	R	P	P	P	P	P	P	R	R	P				
Rory McMillan	P	P	P	P	P	P	P	P	P	P	P	P	P	P	V	P	P				
Dave Penney	P	P	P	P	P	P	P	P	P	P	P	P	V	P	P	P	P				
Steve Poling	P	P	P	P	P	P	P	R	P	P	P	P	P	P	P	P	P				
Norine Van Breda (Started Dec)				P	P	P	P	P	P	P	P	P	A	P	P	P	P				
Dakota McDonald	P	P	N/R	P	P	P	P	P	P	P	P	P	V	P	P	N/R	N/R				
Gracie Tucker	P	P	N/R	P	R	R	P	P	P	P	R	A	V	P	R	N/R	N/R				
Reina Naumann													V								
Demitrius Baker													V								

Notes:





## AUDIT COMMITTEE 2022-2023 Trustee Attendance

Name	September 29	November 3	November 29	December 13	February 16	March 30	%
David Cornish	√	√	√	√	√	√	100
Marilyn Duncalfe	√	√	√	√	√	√	100
Robert Kitowski	n/a	n/a	√	√	abs	√	

Name	October 26	March 29	May 24 23	%
Barbara Gauthier	√	n/a	n/a	
Marilyn Duncalfe	√	√	√	
Steven Poling	n/a	√	√	



## FINANCE COMMITTEE 2022-2023 Trustee Attendance

Name	February 23	April 6	June 8	June 22	%
David Cornish	√	√			
Marilyn Duncalfe	√	√			
Robert Kitowski	Abs	√			

*\*\*Please note: The June 8<sup>th</sup> and June 22<sup>nd</sup> meetings were Budget Informational meetings. Attendance wasn't mandatory.*

September 5<sup>th</sup> 2023

Christy Radbourne, Director of Education  
Keewatin-Patricia District School Board  
4<sup>th</sup> Floor, 240 Veterans Drive  
Kenora, ON P9N 3Y5

Dear Ms. Radbourne:

Please consider the attached application from Lesley Anderson to be a member of the KPDSB Special Education Advisory Committee (SEAC).

We would like to request that the following person be approved as a representative of our agency:

<u>Lesley Anderson</u>	<u>Education Director INFA</u>
(name)	(title/position)

We would also like to request that the following person be approve as an alternate:

<u>Jim McGrogan</u>	<u>Academic Manager IFNA</u>
(name)	(title/position)

Thank you for considering our application. We look forward to hearing from you.

Respectfully,



Administration Office  
280 Arthur Street  
Dryden, ON P8N 1K8  
Phone: (807) 223-3364  
Fax: (807) 223-5784  
www.cldsl.ca



Sioux Lookout Office  
41 King Street  
Sioux Lookout, ON P8T 1B8  
Phone: (807) 223-3364  
Fax: (807) 737-3833

Christy Radbourne, Director of Education  
Keewatin-Patricia District School Board  
4th Floor, 240 Veterans Drive Kenora, ON P9N 3Y5

August 8, 2023

Dear Ms. Radbourne:

Please consider the attached application from Community Living Dryden - Sioux Lookout to be a member of the KPDSB Special Education Advisory Committee (SEAC).

We would like to request that the following person be approved to represent our agency:  
Kendall Millar, Manager of Quality Assurance.

Thank you for considering our application. We look forward to hearing from you.

Respectfully,

Sherry Baum

A handwritten signature in blue ink that reads "Sherry Baum". The signature is written in a cursive style.

Chief Executive Officer

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Christy Radbourne, Director of Education  
Keewatin-Patricia District School Board  
4th Floor, 240 Veterans Drive Kenora, ON P9N 3Y5

August 8, 2023

Dear Ms. Radbourne:

Please consider the attached application from Community Living Dryden - Sioux Lookout to be a member of the KPDSB Special Education Advisory Committee (SEAC).

We would like to request that the following person be approve as an alternate:  
Karrah Ostman, Quality Assurance Intake Coordinator.

Thank you for considering our application. We look forward to hearing from you.

Respectfully,

Sherry Baum

A handwritten signature in blue ink that reads "Sherry Baum". The signature is fluid and cursive.

Chief Executive Officer