

KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

SPECIAL BOARD MEETING

Monday, July 13, 2020

Virtual Meeting

Time: Following Committee of the Whole

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Declaration of Conflict of Interest
5. Memoranda of Settlement - Local Bargaining and Ratification
 - A. OSSTF, District 5A, Teachers' Bargaining Unit
 - B. ETFO – Keewatin-Patricia District Elementary Teachers Local
 - C. ETFO – Keewatin-Patricia Occasional Teachers' Local
6. Capital Project Reports
 - A. Evergreen PS – Childcare HUB Renovation
 - B. System Wide Project – LED Lighting Retrofit (Phase 2)
 - C. New Prospect PS – Civil Site Improvements
7. Adjournment

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the Memorandum of Settlement reached on Monday, June 29, 2020, between the Keewatin-Patricia District School Board and O.S.S.T.F., District 5A, Teachers' Bargaining Unit be ratified.

5.0 B

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the Memorandum of Settlement reached on Monday, June 29, 2020, between the Keewatin-Patricia District School Board and E.T.F.O., Keewatin-Patricia District Elementary Teachers, be ratified.

5.0 C

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the Memorandum of Settlement reached on Monday, July 6, 2020, between the Keewatin-Patricia District School Board and E.T.F.O., Keewatin-Patricia Occasional Teachers' Local, be ratified.

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the Revised 2020-2021 Draft Modified School Year Calendar be approved and forwarded to the Ministry of Education.

2020-2021 Revised School Year Calendar

A modified school year calendar was presented to the Board for approval on February 11, 2020. The modified school year calendar must include a minimum of 194 school days, seven of which must be Professional Activity Days.

The Board passed a resolution to approve a modified school year calendar for the 2020-2021 school year, with the first day of classes to begin on September 1, 2020. The Board did not receive Ministry approval for the modified calendar that was approved by the Keewatin-Patricia DSB in the spring of 2020. Rather, in April 2020, school boards were informed that the 2020-2021 school year calendar submissions were not being considered due to the uncertainty around schools reopening in September.

On June 30, 2020, a memo was issued by the Minister of Education and the Deputy Minister of Education indicating new guidelines and deadlines for school boards with respect to the 2020-21 school year calendar submissions. Within the Ministry memo, boards are required to submit any updated calendars to the Ministry no later than July 10, 2020.

As noted in the June 2020 memo, the Minister of Education will approve any modified calendars that would start before September 1, provided that the calendars meet the other requirements of the regulation and that schools are able to plan for the range of delivery scenarios outlined in the Approach to Reopening Schools for the 2020-21 School Year document.

In order to maximize instruction time for students, school boards and school authorities have been encouraged to start their school year by September 1 and advised to schedule three Professional Activity days prior to the start of student instruction. The Ministry of Education has also clarified regionally that the full process for school year calendar is not required.

As our school year calendar is annually planned with the four other regional school boards due to bussing, directors of education have met in response to this memo. It has been decided regionally that two additional Professional Activity Days will be moved to the start of the school year, so that the school year will now begin with three Professional Activity Days: August 31, September 1, and September 2. This means that the school year calendar will no longer have September 28 and November 30 as Professional Activity Days. Professional Activity Days will still occur on September 2, October 30, and April 23; these days will now be designated as Provincial Priority Days.

The first day of classes for students now will be Thursday, September 3. All other milestones or key dates will remain the same:

- The last day of classes for elementary students will remain as June 25.
- Semester II for secondary students begins on February 1.
- Exams for Semester I will run from January 25 to 28.
- Semester II exams will run from June 21 to 25.

The updated draft calendar is attached for your reference.

Respectfully submitted by,
Sherri-Lynne Pharand, Director of Education

Year
2020
Month
9
Start Day
1 1: Sunday, 2: Monday



2020-2021 School Year Calendar Secondary

SCHOOL HOLIDAY
PA DAY
EXAMS

August 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

September 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

October 2020						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

November 2020						
Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

December 2020						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

January 2021						
Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

February 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28						

March 2021						
Su	M	Tu	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

April 2021						
Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

May 2021						
Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

June 2021						
Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

School Holidays

September 7, 2020	Labour Day
October 12, 2020	Thanksgiving
Dec 21, 2020 - Jan 1, 2021	Christmas Holidays
February 15, 2021	Family Day
March 15-19, 2021	March Break
April 2, 2021	Good Friday
April 5, 2021	Easter Monday
May 24, 2021	Victoria Day

First Day of School for Students
 September 3, 2020
Last Day of School for Students
 June 25th, 2021

Professional Activity Days

August 31, 2020	PA Day
September 1, 2020	PA Day
September 2, 2020	PA Day-Prov. Priority Day
October 30, 2020	PA Day-Prov. Priority Day
January 29, 2021	Elem Report Card
	Sec - School Based PA
April 23, 2021	PA Day-Prov. Priority Day
June 11, 2021	Elem Report Card
	Sec - School Based PA

Secondary

Semester 1 *September 3, 2020 - January 28, 2021*
Semester 1 Term 1 *September 3 - November 6, 2020*
Semester 1 Term 2 *November 9 - January 28, 2021*
Mid Term Report November 23, 2020
Exams January 25, 26, 27, 28, 2021
Final Report February 9, 2021
Semester 2 *January 29 - June 25, 2021*
Semester 2 Term 1 *January 29 - April 13, 2021*
Semester 2 Term 2 *April 14 - June 25, 2021*
Mid Term Report April 22, 2021
Exams June 21, 22, 23, 24, 25, 2021
Final Report July 2021

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the contract for the Evergreen PS - Childcare HUB Renovation project be awarded to M Builds (NWO) Ltd. for the sum of \$ 1,192,000 (One Million, One Hundred Ninety-Two Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.

**Capital Project Report
Evergreen Public School – Childcare HUB Renovation**

A summary of the design details are as follows:

- Work to be carried out to expand the Childcare program at Evergreen Public School as per Ministry of Education approval letter on January 20, 2017. (Attached as Appendix A)
 - Enlarged Preschool Room designed for 24 students
 - New Toddler Room designed for 15 students
 - Aux office space, washrooms and storage rooms for Childcare operations
 - Outdoor playground enhancements for all early years students
 - New Childcare and expanded primary play yard
 - Renovations to enhance community use areas in the stage and gymnasium
 - Relocation of kitchen to create shared facility for school and community
- Accessibility upgrades to exterior entrances to provide barrier-free access throughout

TOTAL FUNDING GRANTS

Childcare Capital Funding	\$ 806,672
School Condition Improvement	<u>\$ 909,164</u>
Total Funding	\$ 1,715,836

The project budget is as follows:

Contract Price	\$ 1,192,000
Accessibility Sitework	\$ 111,000
Construction Contingency	<u>\$ 130,300</u>
Sub-total	\$ 1,433,300
Soft Costs (Professional fees, Permits, fees, temp costs, etc.)	<u>\$ 246,049</u>
Sub-total	\$ 1,679,349
HST	<u>\$ 36,274</u>
Total Project Budget	\$ 1,715,623

Recommendation:

THAT the contract for the Evergreen PS - Childcare HUB Renovation project be awarded to M Builds (NWO) Ltd. for the sum of \$ 1,192,000 (One Million, One Hundred Ninety-Two Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.

Respectfully submitted by:
Richard Findlay, Superintendent of Business
Steve Parker, Assistant Manager of Facility
Planning & Development

**Ministry of Education
Early Years Division**

Mowat Block, 24th floor
900 Bay St.
Queen's Park
Toronto ON M7A 1L2

**Ministère de l'Éducation
Division de la petite enfance**

Édifce Mowat, 24^e étage
900, rue Bay
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Toronto ON M7A 1L2



January 20, 2017

Mr. Sean Monteith
Director of Education
Keewatin-Patricia District School Board
240 Veterans Drive, 4th Floor
Kenora, ON P9N 3Y5

Dear Mr. Monteith,

I am writing to inform you that the Ministry of Education has completed our review of the stand-alone child care and child and family program joint submissions submitted for new capital funding for school-based early years capital construction projects. These projects were submitted as part of your 2016 Capital Priorities submission announced in the [Memorandum 2016:B11](#). Eligible projects for consideration were stand-alone joint submissions (capital projects that were not associated with a Capital Priorities project) for new child care or child and family program construction, or retrofits to an existing school.

Eligible child care capital projects being funded will support the government's recent announcement to create an additional [100,000 new, licensed child care spaces](#) for infants, toddlers, and preschoolers over the next five years. This commitment, made in the recent [Speech from the Throne](#), will double the current capacity for 0 to 4 year olds in licensed child care.

Demand was significant; 54 school boards submitted 205 requests for 193 school capital projects, worth approximately \$2.6 billion, for funding consideration. The ministry also received 168 requests from 47 school boards for early years capital funding for the creation of 443 new child care rooms and 94 child and family program rooms, totalling over \$243 million.

As noted in Memorandum 2016: B11, the ministry used the following criteria to assess and prioritize eligible projects:

- Child care replacement due to school closure/accommodation review;
- Age groupings (infant rooms a priority);
- Accommodation pressures/service gaps; and,
- Cost effectiveness/viability.

After careful review of your school board’s joint submissions, I am pleased to confirm that the ministry has approved five child care and/or child and family program capital projects identified by your school board. In total, your school board will be allocated \$3,630,024 to undertake these projects. The chart below provides a complete list of the stand-alone child care and child and family program joint submissions submitted by your school board.

Project	Funding Allocation		
	Child Care	Child and Family Program	Total
Open Roads Child Care Project	\$ 403,336	\$ -	\$ 403,336
New Prospect Child Care Project	\$ 806,672	\$ -	\$ 806,672
Sioux Mountain Child Care Project	\$ 806,672	\$ 403,336	\$ 1,210,008
Evergreen School CC Project	\$ 806,672	\$ -	\$ 806,672
Keewatin CC Project	\$ 403,336	\$ -	\$ 403,336
Total	\$ 3,226,688	\$ 403,336	\$ 3,630,024

Payment

The Capital Priorities Grant, including new construction of child care and child and family programs, operate on a modified grant payment process where cash flow is based on school board spending. There are two annual reporting periods for these programs:

- For the period of September 1st to March 31st, all related expenditures are recorded in the school board’s March Report; and,
- For the period of April 1st to August 31st, all related expenditures are recorded in the school board’s financial statements.

School boards will also be funded for the short-term interest costs related to these capital programs reflecting that cash flows will occur on a semi-annual basis. The short-term interest payments will be calculated in a manner similar to how they have been calculated for other eligible capital programs.

School boards should continue to report any new capital projects that have received a funding allocation/approval in the Inventory Data section of the ministry’s School Facilities Information System (SFIS).

School Board Responsibilities

Your school board is responsible for, and will be held accountable for, implementing appropriate measures to ensure that the cost and scope are within the approved funding and does not exceed the ministry’s space benchmarks. Note the child care and child and family program funding allocation you have received can only be used to address capital costs related to the creation of a project’s child care and/or child and family program rooms.

Communications Protocol Requirements: Public Communications and Events

All public announcements regarding capital investments in the publicly funded education system are joint communications opportunities for the provincial government, the school board, the Consolidated Municipal Service Manager/District Social Services Administration Board (CMSM/DSSAB), and community partners.

Public Communications

School boards, CMSMs/DSSABs, and community partners should not issue a news release or any other media-focussed public communication regarding major capital construction projects without publicly recognizing the Ministry of Education's role in funding the project. In addition, school boards, CMSMs/DSSABs, and community partners can contact the Ministry of Education to receive additional content for the media-focussed public communications, such as quotes from the Associate Minister.

The Ministry of Education may also choose to issue its own news release about various project milestones in addition to those prepared by school boards, CMSMs/DSSABs, and community partners. If the Ministry chooses to do so, school boards, CMSMs/DSSABs, and community partners will be contacted to get quotes from the Chair (and/or Director of Education for school boards).

The intent is to secure as much coverage for these events as possible, and in doing so, help promote the role of both the Ministry of Education and the school board, CMSM/DSSAB, and community partner in bringing exciting new capital projects to local communities.

Major Announcements and Events

Important: For all new school openings, or openings of major additions which includes child care and/or child and family programs and/or community hubs, the Associate Minister of Education must be invited as early as possible to the event. Invitations can be sent to associateminister.edu@ontario.ca, with a copy sent to the Ministry's Regional Manager, Field Services Branch, in your area. School boards, CMSMs/DSSABs, and community partners are not to proceed with their public event until they have received a response from the Associate Minister's Office regarding the Associate Minister's attendance. School boards, CMSMs/DSSABs, and community partners will be notified at least four to six weeks in advance of their opening event as to the Associate Minister's attendance. Please note that if the date of your event changes at any time after the Associate Minister has received the invitation, please confirm the change at the email address above.

If the Associate Minister of Education is unavailable, the invitation may be shared with a government representative who will contact your school board, CMSM/DSSAB, and community partner to coordinate the details (e.g., a joint announcement). School boards, CMSMs/DSSABs, and community partners are not expected to delay their

announcements to accommodate the Associate Minister or a Member of Provincial Parliament (MPP); the primary goal is to make sure that the Associate Minister is aware of the announcement opportunity.

Should the event be focussed on child care and/or child and family program and/or community hub capital, the Ministry of Education highly recommends inviting your partner CMSMs/DSSABs and/or community partners, who may also wish to participate and contribute.

Other Events

For all other media-focussed public communications opportunities, such as sod turnings for example, an invitation to your local event must be sent to the Associate Minister of Education by email with at least three weeks' notice. Again, please send a copy to the Ministry's Regional Manager, Field Services Branch, in your area. Please note that if the date of your event changes at any time after the Associate Minister has received the invitation, please confirm the change at the email address above.

School boards, CMSMs/DSSABs, and community partners are not expected to delay these "other" events to accommodate the Associate Minister. Only an invitation needs to be sent, a response is not mandatory to proceed.

This communications protocol does not replace school boards' existing partnership with the Ministry of Education's regional offices. Regional offices should still be regarded as school boards' primary point of contact for events and should be given updates in accordance to existing processes.

Acknowledgement of Support

You must acknowledge the support of the Government of Ontario in media-focussed communications of any kind, written or oral, relating to the agreement or the project. This could include but is not limited to, any report, announcement, speech, advertisement, publicity, promotional material, brochure, audio-visual material, web communications or any other public communications. For minor interactions on social media, or within social media such as Twitter, Vine, etc. where there is a tight restriction on content, school boards, CMSMs/DSSABs, and community partners are not required to include government acknowledgement. In addition, when engaged in reactive communications (e.g., media calls) the school board, CMSMs/DSSABs, and community partners do not have to acknowledge government funding; however, if possible, such an acknowledgement is appreciated.

Signage

For these approved major capital construction projects, school boards will be required to display signage at the site of construction that identifies the support of the Government of Ontario. Signage will be provided to school boards by the Ministry of Education. School boards are then responsible for posting the signage for the projects identified by the Ministry of Education in a prominent location. This should be done in a timely

manner following the receipt of the signage. All signage production costs will be covered by the Ministry of Education, including the cost of distributing the signage to school boards.

Should you have any communications-related questions, please contact Ryan Rigby at 416-325-2540 or Ryan.Rigby@ontario.ca.

We would like to take this opportunity to thank you and your staff for your assistance and support throughout this process, and look forward to continuing to work with your school board.

Should you have any questions about the Capital Priorities Grant, please contact your Capital Analyst, Jaimie Burke at 416-325-4297 or Jaimie.Burke@ontario.ca.

For any questions related to the child care and/or child and family program capital requests, please contact your Early Years Education Officer or Child Care Advisor: Heather Exley at 807-474-2993 or Heather.Exley@ontario.ca; Kelly Massaro-Joblin at 807-474-2982 or Kelly.Massaro-Joblin@ontario.ca.

Sincerely,

Shannon Fuller
Assistant Deputy Minister (Acting)
Early Years Division

c: Dean Carrie, Superintendent of Business, Keewatin-Patricia District School Board
Caryl Hron, Superintendent of Education, Keewatin-Patricia District School Board
Sarah Stevenson, Director of Integrated Services, The Kenora District Services Board
Julia Danos, Director, Early Years Implementation Branch
Steven Reid, Director, Field Services Branch
Ryan Rigby, Senior Information Officer, Communication Branch
Heather Exley, Education Officer, Early Years Division
Kelly Massaro-Joblin, Child Care Advisor, Early Years Division
Jaimie Burke, Capital Analyst, Financial Policy & Business Division

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the contract for the System Wide Project – LED Lighting Retrofit (Phase 2) be awarded to Dynamic Energy Services Inc. for the sum of \$ 1,370,000 (One Million, Three Hundred Seventy Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.

July 13, 2020

**Capital Project Report
System Wide Project - LED Lighting Retrofit (Phase 2)**

A summary of the design details are as follows:

- Lighting retrofit work to be carried out in all facilities throughout the Board
 - Continuation of the first phase of LED lighting retrofits that commenced in 2017 with the Tunable White LED lighting strategy
 - Removal of existing light fixtures and all auxiliary equipment (fixtures, tubes, ballasts, sensors, control switching, etc.) in all remaining areas of each facility including but not limited to:
 - corridors, services rooms, crawlspaces, exterior areas, etc.
 - Fixtures in most areas will be fully dimmable, zoned with a low to zero flicker and meet the recommended colour temperature over the life of the unit
- Utilizing the OECM prequalified contractor & rate method to expedite the procurement process
- School Condition Improvement funding allows us to fully fund this project while taking advantage of the ongoing Ontario energy rebate program and greatly reducing our annual electricity consumption
 - Since 2018 there has been an approximate 15% reduction in electricity consumption and over \$100,000 in returned energy incentive funds specifically related to the LED lighting retrofit program

The project budget is as follows:

Contract Price	\$ 1,370,000
Construction Contingency	<u>\$ 164,400</u>
Sub-total	\$ 1,534,400
Soft Costs (Professional fees, Permits, temp costs, abatements)	<u>\$ 182,888</u>
Sub-total	\$ 1,717,288
HST	<u>\$ 37,093</u>
Total Project Budget	\$ 1,754,381

Recommendation:

THAT the contract for the System Wide Project – LED Lighting Retrofit (Phase 2) be awarded to Dynamic Energy Services Inc. for the sum of \$ 1,370,000 (One Million, Three Hundred Seventy Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.

Respectfully submitted by:
Richard Findlay, Superintendent of Business
Steve Parker, Assistant Manager of Facility
Planning & Development

Keewatin-Patricia District School Board

July 13, 2020

Special Board Meeting

NOTICE OF MOTION

THAT the contract for the New Prospect Public School – Civil Site Improvements be awarded to Finn Way General Contactor Inc. for the sum of \$ 935,000 (Nine Hundred Thirty-Five Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.

**Capital Project Report
New Prospect Public School – Civil Site Improvements**

A summary of the design details are as follows:

- Ongoing deterioration of the concrete sidewalks and asphalt paving & play-yards requires extensive restoration
- All new paving, concrete, fencing, storm sewers and grading will be incorporated into this work in order to eliminate further deterioration of the site surfaces and underground infrastructure and provide proper functionality of the paved areas
- Extensive sub-drainage work is also being completed in order to reduce the ice buildup and damming at the north hard surfaced playground areas
- Some landscaping upgrades will also be included in the new works
 - The majority of the upgraded landscaping and playground elements will be included under a separate project as part of a playground elements initiative
- A combination of School Condition Improvement and School Renewal funding will fully cover the budgetary requirements for this work

TOTAL FUNDING GRANTS

Childcare Capital Funding	\$735,000
School Condition Improvement	\$555,000

The project budget is as follows:

Contract Price	\$ 935,000
Construction Contingency	\$ 140,250
Sub-total	\$ 1,075,250
Soft Costs (Professional fees, Permits, temp costs, abatements)	\$ 179,085
Sub-total	\$ 1,254,335
HST	\$ 27,094
Total Project Budget	\$ 1,281,429

Recommendation:

THAT the contract for the New Prospect Public School – Civil Site Improvements be awarded to Finn Way General Contactor Inc. for the sum of \$ 935,000 (Nine Hundred Thirty-Five Thousand Dollars and Zero Cents) plus applicable taxes and the Administration be authorized to execute the contract.

Respectfully submitted by:
Richard Findlay, Superintendent of Business
Steve Parker, Assistant Manager of Facility
Planning & Development