

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

CHAIRPERSONS' COMMITTEE MEETING MINUTES

Wednesday, January 18, 2023, at 6:00 p.m.
Roy H. Wilfong Boardroom, 1994 Fisher Drive, Peterborough, ON

ATTENDANCE

Present: Trustees Steve Russell (Committee Chairperson/Chairperson of the Board), Jaine Klassen Jeninga (Vice-chairperson of the Board), Diane Lloyd (Past Chairperson of the Board), Rose Kitney (Program Review Committee Chairperson) and Cathy Abraham (Resource Committee Chairperson).

Also Present: Trustee Cyndi Dickson; R. Russo, Director of Education; A. Anirud, Human Rights, Equity and Accessibility Commissioner and G. Kidd, Executive Officer, Corporate Affairs; and L. Burton, Executive Liaison to the Trustees.

Trustees Paul Brown and Terry Brown; A. Foster, Superintendent of Business and Corporate Services attended through the Webex platform.

CALL TO ORDER AND ADOPTION OF THE AGENDA

The Chairperson called the meeting to order at 6:00 p.m.

LAND ACKNOWLEDGEMENT

S. Russell, Committee Chairperson/Chairperson of the Board respectfully acknowledged that the committee was meeting on the traditional territory of the Mississauga First Nations.

ADOPTION OF THE AGENDA

It was,

Moved by: Trustee Kitney
Seconded by: Trustee Abraham

That the agenda be adopted as printed.

CARRIED

DECLARATIONS OF CONFLICTS OF INTEREST

Nil.

ADOPTION OF MINUTES

Wednesday, October 17, 2022 Chairpersons' Committee Meeting

It was,

Moved by: Trustee Klassen Jeninga
Seconded by: Trustee D. Lloyd

That the minutes from the Wednesday, October 17, 2022 Chairpersons' Committee Meeting be approved as recorded.

CARRIED

DIRECTOR'S UPDATE

Director Russo welcomed the committee back and wished them a happy new year. She shared that she had visited schools in the past week where she observed active and vibrant classrooms filled with students engaged in learning. Director Russo stated she is pleased to be bringing new board policies for the committee to review.

DECISION REPORTS

Draft Board Policy B-3.4, Accessibility for Persons with Disabilities

Anthony Anirud, Human Rights, Equity and Accessibility Commissioner, provided a slideshow for the committee and stated while Kawartha Pine Ridge District School Board (KPR) has a number of policies that address specific aspects of accessibility and disability accommodation, there isn't a standalone, definitive and comprehensive policy and associated administrative regulation for specifically addressing and removing barriers that exist for persons with disabilities that is compliant with the Accessibility for Ontarians with Disabilities Act (AODA).

The committee heard the rationale for the policy consists of:

- legal compliance; the board can be held liable in its legislated duties and obligations by way of the AODA, and its associated accessibility standards known as the Integrated Accessibility Standards Regulation (IASR),
- official internal process-barrier identification, and
- accessibility and equity; legal application of equity (duty to accommodate) under the Ontario Human Rights Code and compliance with accessibility and addressing standards under the AODA.

The committee was informed that the board has legislated duties and obligations to the communities that it serves by way of the AODA and its associated accessibility standards known as the IASR.

With this policy which addresses how the board removes barriers (a barrier is an obstacle or anything that prevents a person with a disability from fully participating in all aspects of society because of their disability) for individuals with disabilities, the board

moves toward compliance with the AODA and can commence the process of a revised multi-year accessibility plan (MYAP).

A. Anirud shared the many different types of barriers, stating the goal of Draft Board Policy B-3.4, Accessibility for Persons with Disabilities and the associated Administrative Regulation B-3.4.1 Accessibility for Persons with Disabilities, is for KPR to be wholly committed to going beyond compliance in addressing the accessibility standards and to be very intentional in its approach to identifying and removing barriers. Within the board environment, barriers can be visible or invisible and types of barriers include architectural, attitudinal, information and communication, physical, systemic or technological, as displayed in the table below.

Types of Barriers	Definition	Examples of barriers
Architectural/Structural	This barrier may result from the design of the building, shape of rooms, size of doorways, or width of hallways.	<ul style="list-style-type: none">• hallways and doorways that are too narrow for a person using a wheelchair, electric scooter or walker• poor lighting for people with vision loss
Attitudinal/Social	This barrier occurs when bias and stereotypes about persons with disabilities impede their full participation in all aspects of society.	<ul style="list-style-type: none">• thinking that because a person's disability is not visible, they do not have a genuine disability and therefore do not require an accommodation
Information or Communications	This barrier makes it difficult for people to receive or send information.	<ul style="list-style-type: none">• person with vision loss may not be able to read printed materials, read signs, locate landmarks, or see a hazard• person with an intellectual disability may not understand information that is not expressed in plain language
Physical	This barrier refers to objects added to the environment, such as doors, windows, elevators, furniture, bathroom hardware, etc.	<ul style="list-style-type: none">• counters that are too high for a person• doorknobs that are difficult for people with arthritis to grasp

Systemic, Policy or Practice	This barrier can result from an organization's policies, practices and procedures if they restrict persons with disabilities, or the lack of awareness of existing laws and regulations that require programs and activities be accessible to people with disabilities.	<ul style="list-style-type: none">• hiring process that only permits applicants to submit their resume through an online application system; no alternatives to the online application process are provided
Technological	This barrier occurs when technology cannot be modified to support an assistive device.	<ul style="list-style-type: none">• internet website or a webpage that does not support screen-reading software or does not provide alternative text for images

A. Anirud stated the policy mirrors the strategic pillars of the Board's Action Plan:

- Exceling in Learning from an AODA lens involves recognition of the inherent dignity and worth of every learner based on human rights principles by looking at disability from a human rights or social model rather than a bio-medical model.
- Succeeding in Life acknowledges the importance of intentionally confronting embedded attitudes and perceptions about persons with disabilities, in particular, and ableism, in general, that create and perpetuate societal barriers toward succeeding in society beyond formal schooling.
- Enriching Communities reflects the role of human rights in fostering diverse communities based on mutual respect, inclusion and accessibility.

The committee was informed that training will be offered to all senior administration, managers and supervisors, and other board staff to allow an opportunity to discuss expectations and implementation in operational departments. Discussions around this new policy will be added to the agenda of a future principal meeting or shared and discussed at regional superintendency meetings to discuss expectations for staff in school settings.

Committee members had the opportunity to ask questions of clarification and provided a suggestion for amendment to the policy which would include the striking the word 'white' from Item 6 Adaptive or Assistive Devices.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee Kitney

That Draft Board Policy B-3.4, Accessibility for Persons with Disabilities, be approved.

CARRIED

The Director was asked to make modifications to the administrative regulation in the section of Service Animals (service dogs) and under the Assistive Devices (white cane being an extension of the blind person).

A. Anirud spoke to the changes requested.

The committee agreed to move the motion with the word white removed.

The motion was **CARRIED**

Review of Board Policy B-7.3, Parental Involvement

Greg Kidd, Executive Officer, Corporate Affairs, stated KPR's Board policies are reviewed every five years to ensure they remain up-to-date, relevant and responsive. As part of the regular review cycle, Board Policy B-7.3, Parental Involvement has been reviewed.

The committee was guided through a review of recommended revisions reflecting updated language for Board Policy B-7.3, Parental Involvement.

A discussion took place and questions of clarification were addressed by G. Kidd.

It was,

Moved by: Trustee Klassen Jeninga
Seconded by: Trustee Kitney

That Board Policy B-7.3, Parental Involvement, be approved as revised.

CARRIED

Review of Board Policy B-2.1, Board and Committee Meetings

Director Russo noted at the October 17, 2022 Chairpersons' Committee meeting, a report requesting that Board Policy B-2.1, Board and Committee Meetings, be revised to reflect provisions contained within Ontario Regulation 463/97, Electronic Meetings and Meeting Attendance, was presented to the committee. Upon review and discussion at the meeting, the committee recommended that the policy be returned to senior administration for a fulsome review. Committee members made specific reference to Items 6.5, Invocation, 6.19 Trustee Additions and 10, Ad Hoc Committees of the Board.

R. Russo stated Board Policy B-2.1, Board and Committee Meetings has been revised to reflect the changes which were discussed along with changes to the wording of 'committee of the whole'. R. Russo noted the policy must be presented in a way that is accessible for all who use it and the current policy wording is sometimes difficult to understand as the terms appear to be redundant or inconsistent with current practice.

An in-depth discussion occurred regarding the use of the wording of 'committee of the whole' along with the date Ad Hoc committees will dissolve for the term.

Following the further in-depth discussion, R. Russo noted she would like to take the policy back to administration, make further revisions based on the conversation which occurred during the meeting, and return the policy to the next Chairpersons' Committee meeting.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That Board Policy B-2.1, Board and Committee Meetings be referred back to administration and be returned to the next Chairpersons' Committee Meeting.

CARRIED

The committee recessed for a break at 7:28 p.m.

The committee reconvened to complete unfinished business at 7:36 p.m.

Draft Board Policies BA-4.9, Expenses and Reimbursements for Trustees and BA-4.10, Expenses and Reimbursements for Employees

Director Russo spoke to Board Policy BA-4.6, Expenses and Reimbursements for Employees/Trustees, stating this was established on February 25, 1999 and has undergone several revisions throughout the years.

In reviewing Board Policy BA-4.6, Expenses and Reimbursements for Employees/Trustees with the newly appointed Chairperson of the Board, it became evident that the current policy is challenging to navigate as it includes direction for both employees and trustees in one policy document and a review of this policy was deemed timely.

The establishment of a stand-alone trustee expense policy provides clarity for the unique role of trustees, and promotes financial integrity, accountability, and transparency. The draft policy establishes the parameters for reimbursement of eligible expenses incurred by trustees as they carry out their responsibilities as elected officials.

R. Russo noted in support of the Board Action Plan 2022-2023, two separate draft policies have been developed which foster the system priority to focus on continuous improvement, service excellence and accountability in the organization.

Draft Board Policy BA-4.9, Expenses and Reimbursements for Trustees, was reviewed with the committee along with supporting Draft Administrative Regulation BA-4.9.1, Expenses and Reimbursements for Trustees. Committee members heard that much of what is in the new policy was taken from the previous policy.

Committee members engaged in an in-depth discussion regarding sections within the policy. Committee members reviewed the administrative regulation and offered suggested amendments to the document.

The Chairperson asked for a motion to extend the meeting.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That the meeting be extended.

CARRIED

The committee reviewed Draft Board Policy BA-4.10, Expenses and Reimbursements for Employees and Draft Administrative Regulation BA-4.10.1, Expenses and Reimbursements for Employees.

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That Board Policy BA-4.6, Expenses and Reimbursements for Employees/Trustees be rescinded.

CARRIED

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That Draft Board Policy BA-4.9, Expenses and Reimbursements for Trustees be approved.

CARRIED

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That Draft Board Policy BA-4.10, Expenses and Reimbursements for Employees be approved.

CARRIED

DISCUSSION/INFORMATION ITEMS

Trustee Budget Update

Committee Chairperson and Chairperson of the Board, S. Russell presented the report which was included within the agenda package. S. Russell noted expenditures were becoming more normalized now that schools are back in-person and professional development opportunities were once again taking place in-person.

It was,

Moved by: Trustee D. Lloyd
Seconded by: Trustee Kitney

That the Trustees' Budget Update Report, dated January 18, 2023, be received for information.

CARRIED

OTHER BUSINESS

Nil.

FUTURE MEETING DATES

Director Russo spoke to suggested changes in the upcoming Chairpersons' Committee meeting dates, noting following the review of policies, it is written that meetings occur in alternating months. This has not been followed in the past and the suggestion to change the April 12 meeting to March 29, 2023 and May 10 meeting to May 16, 2023. This will also allow items to be covered in a timely manner prior to the end of the school year.

IN-CAMERA SESSION

It was,

Moved by: Trustee D. Lloyd
Seconded by: Trustee Abraham

That the committee move into in-camera session (9:09 p.m.).

CARRIED

Following discussion of in-camera agenda items, the committee returned to Open Session.

ADJOURNMENT

It was,

Moved by: Trustee Abraham
Seconded by: Trustee D. Lloyd

That the meeting be adjourned (9:11 p.m.).

CARRIED

Steve Russell
Committee Chairperson