



Kawartha Pine Ridge District School Board

RESOURCE COMMITTEE MEETING

Wednesday, May 1, 2024 at 7:00 p.m.
Roy H. Wilfong Boardroom, 1994 Fisher Drive, Peterborough, Ontario

A G E N D A

ITEM 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT

ITEM 2. ADOPTION OF AGENDA

ITEM 3. DECLARATIONS OF CONFLICTS OF INTEREST

ITEM 4. ADOPTION OF MINUTES
For the Meeting held on Wednesday, April 3, 2024

ITEM 5. PRESENTATIONS / DELEGATIONS

ITEM 6. BUSINESS ARISING FROM THE MINUTES

ITEM 7. DECISION ITEMS

7.1 Review of Board Policy BA-4.5, Financial Reporting

ITEM 8. INFORMATION ITEMS

8.1. 2022-2023 Occupational Health and Safety/Workplace Safety and Insurance Board Report

ITEM 9. CORRESPONDENCE

ITEM 10. BOARD MEMBER ADDITIONS

ITEM 11. FUTURE COMMITTEE MEETING DATES

Wednesdays at 7:00 p.m. in the Boardroom, unless noted otherwise.

June 5, 2024

ITEM 12. ADJOURNMENT

*Note: If unable to attend, please advise Michelle Williams @
Michelle.Williams@kprdsb.ca*

SUBJECT TO COMMITTEE APPROVAL

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

DRAFT RESOURCE COMMITTEE MEETING MINUTES

Held April 3, 2024, at 7:00 p.m.

Roy H. Wilfong Boardroom, 1994 Fisher Drive, Peterborough, Ontario

Present: Trustee Diane Lloyd (Committee Chairperson) and Rose Kitney.

Regrets: Trustees Cathy Abraham, Sean Conway and Cyndi Dickson.

Also Present: Trustee Angela Lloyd (Vice-chairperson of the Board); J. Brake, M. Loya, J. Sepkowski, G. Kidd, G. Payne, J. Thompson, and A. Morton.

Trustees Jaine Klassen Jeninga (Chairperson of the Board) and Steve Russell; R. Russo, J. Ford and S. Gohil attended via the Webex platform.

CALL TO ORDER AND LAND ACKNOWLEDGEMENT

Chairperson of the Committee D. Lloyd called the meeting to order at 7:02 p.m. and Superintendent Brake recognized and acknowledged that the committee was meeting on the traditional territory of the Mississauga First Nations.

ADOPTION OF AGENDA

It was,

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

That the agenda be adopted as printed.

CARRIED

CONFLICTS OF INTEREST

Nil.

ADOPTION OF MINUTES

It was,

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

That the minutes of the Resource Committee meeting of February 28, 2024, be adopted as recorded.

CARRIED

INFORMATION ITEMS

City and County of Peterborough Accommodation Planning Update

Superintendent Sepkowski reported that at the February 28, 2024, Resource Committee meeting, staff presented an initial report, City and County of Peterborough Accommodation Planning Update, which rationalized the need for a school attendance area, program offering and/or cohort review.

Administration and Planning Services have been working diligently to create accommodation planning concepts to balance enrolment across the City and County of Peterborough schools.

A community engagement meeting will be held on Wednesday, April 17, 2024, at Kenner Collegiate Vocational Institute from 5:30 p.m. to 8:30 p.m. The meeting will be organized in an open house format. Administrative staff and trustees will be available to answer questions from the community. In addition to the feedback received at the in-person community engagement meeting, an electronic feedback option will also be available to gather additional comments.

Consolidated feedback and a summary of the community engagement process will be brought to the Resource Committee in the fall of 2024. A second community engagement meeting will be held in the fall of 2024 to gather additional feedback. A final decision/recommendation will be made to the Board of Trustees by the end of December 2024. It is anticipated that the long-term accommodation planning concepts will be implemented using a phased approach, with initial changes becoming effective September 2025.

There will be no budget implications for the 2023-2024 budget. Future budget implications of these decisions will vary depending on the accommodation planning concept that is selected. Cost considerations may include, but are not limited to, additional staffing or administration at a given school's site, impacts on transportation, capital investments to the physical buildings, and additional resources required at a school site.

Administration addressed questions of clarification.

It was,

Moved by: Trustee Kitney
Seconded by: Trustee Klassen Jeninga

That the City and County of Peterborough Accommodation Planning Update Report, dated April 3, 2024, be received for information.

CARRIED

Executive Officer, Greg Kidd left the meeting at this time (8:40 p.m.).

Schools Closed to Out-of-Boundary Students and Overflow Schools

Superintendent Brake reported that in October 2023, the Board approved the updated Board Policy BA-7.1, Student Accommodation Planning, and the associated administrative regulations. The policy indicates that the Board will review its school accommodation capacities on a regular basis, to ensure the efficient use of space to deliver equitable and effective program offerings.

Enrolment projections for the 2024-2025 school year have been completed, and Planning Services has identified key areas in which the board will need to employ accommodation management strategies beyond the use of portable classrooms. The use of enrolment caps/overflow schools and closing additional schools to out-of-boundary students have been considered by senior administration.

Section 5.6, Schools Closed to Out-of-Boundary Students, of Administrative Regulation BA-7.1.1, Student Transfers, states:

The Director of Education or designate, may close a school to out-of-boundary students where the accommodation and staffing capacities have been reached or are expected to be reached.

To date the following schools are closed to out-of-boundary students.

2023-2024 School Year
• Beatrice Strong Public School (PS)
• Ganaraska Trail PS
• Newcastle PS
• North Hope Central PS
• Orono PS
2024-2025 School Year
• Bowmanville High School (HS) (Note: Students from Clarke HS will still have the option to attend Bowmanville HS)
• Central PS
• Charles Bowman PS
• Clarington Central Intermediate School (IS)
• Clarington Central Secondary School (SS)
• Crestwood IS
• Crestwood SS
• Kaawaate East City PS

<ul style="list-style-type: none">• Millbrook/South Cavan PS
<ul style="list-style-type: none">• North Cavan PS

All the above-mentioned schools, except for Beatrice Strong PS, will remain closed to out of boundary students for the 2024-2025 school year.

In addition to the above noted schools, given the continued and dynamic growth in the Municipality of Clarington, the following schools will also be closed to out-of-boundary students in the 2024-2025 school year.

2024-2025 School Year
<ul style="list-style-type: none">• Courtice SS
<ul style="list-style-type: none">• Courtice IS
<ul style="list-style-type: none">• Courtice North PS
<ul style="list-style-type: none">• Dr. G.J. MacGillivray PS
<ul style="list-style-type: none">• Dr. Ross Tilley PS
<ul style="list-style-type: none">• Duke of Cambridge PS
<ul style="list-style-type: none">• Hampton Junior PS
<ul style="list-style-type: none">• Harold Longworth PS
<ul style="list-style-type: none">• John M. James PS
<ul style="list-style-type: none">• M.J. Hobbs Senior PS
<ul style="list-style-type: none">• S.T. Worden PS
<ul style="list-style-type: none">• Vincent Massey PS
<ul style="list-style-type: none">• Waverley PS

Closing schools to out-of-boundary students provides staff with an improved ability to monitor and manage accommodation pressures. Schools are closed to out-of-boundary students based on the current enrolment projections, existing school capacities, classroom utilization, availability of portable classrooms and holding or overflow school designations. This list will be reviewed annually, and changes will be made as necessary.

Section 5.1 Administrative Regulation 7.4.1, Overflow Schools, indicates that senior administration will determine schools in which enrolment caps are to be employed and identify the overflow school, if required. Planning Services in consultation with the family of schools superintendents have identified several schools in which the overflow school should be implemented (refer to the table below). Please note that it will be a limited number of students impacted as this will be applicable for new registrations that are

over and above the individual classes' capacity only. Any students currently attending these schools would not be impacted. Transportation implications will be addressed by Student Transportation Services of Central Ontario (STSCO).

***On-the Ground Capacity (OTG)**

Capped School	*OTG	2024-2025 Enrolment Projections	Rationale	Recommended Overflow School
Central PS	234	261	Due to lack of available parking, together with limited room on the school site an additional portable cannot be accommodated.	Vincent Massey PS
Charles Bowman PS	686	922	Presently there are 10 portables on site which has restricted the outdoor play area. There is limited space for additional portables. Parking and traffic flow are also an issue.	Harold Longworth PS (Northglen neighbourhood is presently attending as a holding school).
Dr. Ross Tilley PS	456	611	There are five portables on site. Facilities has confirmed that the site is unable to accommodate any additional portables.	Lydia Trull PS
John M. James PS	432	520	There are four portables on site and facilities has confirmed that the site is unable to accommodate any additional portables.	Harold Longworth PS
Kaawaate East City PS	675	816	There are four portables on site and facilities has confirmed that the site is unable to accommodate any additional portables.	Otonabee Valley PS

Superintendent Brake shared that there will not be any budget implications for the 2023-2024 budget. Future budget considerations may include, but are not limited to, additional staffing at a given school site, or impacts on transportation.

Administration responded to trustee questions of clarification.

It was,

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

That the Schools Closed to Out-of-Boundary Students and Overflow Schools Report, dated April 3, 2024, be received for information.

CARRIED

It was,

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

That the Committee move to In-camera Session (8:52 p.m.).

CARRIED

The Open Session of the meeting resumed (8:57 p.m.).

ADJOURNMENT

It was,

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

That the Resource Committee meeting be adjourned (8:59 p.m.).

CARRIED

Diane Lloyd
Committee Chairperson
April 3, 2024

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

TO: Resource Committee

TOPIC: **Review of Board Policy BA-4.5, Financial Reporting**

INITIATOR: April Foster, Superintendent, Business and Corporate Services

BACKGROUND

1. Board Policy B-1.1, Board Operation and Policy Development and Management, states that policies are to be reviewed on a five-year cycle. In accordance with the Policy Review Schedule for the 2023-2024 school year, Board Policy BA-4.5, Financial Reporting has been reviewed.

STATUS

2. Revisions reflecting updated language and current practice are being recommended for Board Policy BA-4.5, Financial Reporting (Appendix A). Administrative Regulation BA-4.5.1, Financial Reporting (Appendix B), and BA-4.5.2, School Budgets (Appendix C) have been included for information.

BUDGET IMPLICATIONS

3. There are no budget implications associated with the revision of this policy.

RECOMMENDATION

1. That Board Policy BA-4.5, Financial Reporting and School Budgets, be approved as revised.

April Foster
Superintendent, Business and Corporate Services



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

POLICY STATEMENT

Policy Name: Financial Reporting and School Budgets
Section: Business and Administrative Services

Policy Code: BA-4.5

Established: June 1998

Revised or

Reviewed: October 26, 2000, November 2004, February 28, 2008, February 27, 2014,
May 23, 2019, DRAFT April 22, 2024, May 1, 2024

1. POLICY STATEMENT

As stewards of public funds, the Kawartha Pine Ridge District School Board (KPR) is committed to maintaining a high level of fiscal responsibility, financial accountability, and transparency.

The Board and administration establish an annual operating budget based on Ministry of Education funding, attempting to meet the goals, expectations, aspirations and priorities of the Board.

At the Kawartha Pine Ridge District School Board, all programs and activities related to the annual delivery of public education must be supported through allocations approved during the budget process and adopted by the Board of Trustees. The budget process includes the establishment of school budgets.

2. OBJECTIVE

This policy outlines the financial reporting requirements for the Board, as it relates to variance analysis, the completion of the year end financial statements, and the establishment of school budgets.

3. DEFINITIONS

Audited Financial Statements

Financial statements certified by a Chartered Professional Accountant.

Board

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

Board Budget

Board allocated funding for operations, staffing and equipment, designing programs to meet the needs of students and fixing, maintaining and building Board facilities. The

annual Board budget is a record of decisions made, a mechanism for allocating financial resources, and a means of managing activities in a planned and efficient manner.

Board Resources

Allocated Board budgets including Board budget, special funding and school generated funds.

Board of Trustees

The elected governance branch of the Board.

Chartered Professional Accountant

A designated accounting professional with specialized knowledge and expertise in the accounting field.

Policy

A statement of intent, governing principle or end result, adopted by the Board of Trustees in open public session; it is intended to articulate what must be done, the rationale for it and a framework for the system.

School Budgets

Funds allocated to schools through the Board's budget process to supports schools' day-to-day school operating activities and the purchase of classroom learning materials.

Variance(s)

A measure of the difference between budgeted and actual figures for a particular accounting category and period.

4. APPLICATION

This policy applies to the finance department and employees of the Board who contribute input or to the development of the Board's financial statements.

5. RESPONSIBILITY

The Superintendent of Business and Corporate Services and Treasurer of the Board has responsibility for this policy.

The Director of Education is responsible to allocate staff and resources to support this policy and associated administrative regulation.

The Treasurer of the Board is required by the Education Act (Act), to ensure the preparation of annual financial statements covering the period from September 1 to August 31 - the school year.

School principals are responsible in ensuring that levels of spending are within the school budget allocation, that spending meets the needs of the school, for authorizing school

expenditures, and to monitor the budget expenditures. Additional responsibilities are outlined in Administrative Regulation 4.5.2.

6. POLICY

- 6.1 Administration shall report to the Board of Trustees for the periods ending February 28, May 31, and November 30. An annual report of variances between the approved budget and actual performance, as defined by the August 31 audited financial statements, shall be presented to the Board of Trustees in conjunction with the Board's audited financial statements in the month of November.
- 6.2 Periodic and annual reporting will include analysis of functional budget, enrolment and staffing variances based on the Ministry of Education reporting template.
- 6.3 The Board's auditors shall present the audited financial statements to the Audit Committee annually.
- 6.4 The Board's audited financial statements must be submitted to the Ministry and made publicly available on the Board's website within six months after the school year-end.

7. RELATED POLICIES, ADMINISTRATIVE REGULATIONS OR PROCEDURAL DOCUMENTS

Administrative Regulations:
BA-4.5.1, Financial Reporting (to be linked)
BA-4.5.2, School Budgets (to be linked)

8. REFERENCE DOCUMENTS

Legislation:
[Broader Public Sector Accountability Act](#)
[Education Act](#)



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATION

Regulation Name: Financial Reporting

Regulation Code: BA-4.5.1

Section: Business and Administrative Services

Policy Code Reference: BA-5.1

Established: October 26, 2000

Revised or

Reviewed: February 28, 2008, February 27, 2014, May 23, 2019, April 22, 2024,

1. OBJECTIVE

This administrative regulation will be used by Board staff for the preparation of accurate, timely and detailed financial reports for Senior Administration and the Board of Trustees, by establishing the parameters for financial reporting, budget variance management and budget activity.

2. DEFINITIONS

Audited Financial Statements

Financial statements certified by a Chartered Professional Accountant.

Board

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

Board Budget

Board allocated funding for operations, staffing and equipment, designing programs to meet the needs of students and fixing, maintaining and building Board facilities. The annual Board budget is a record of decisions made, a mechanism for allocating financial resources, and a means of managing activities in a planned and efficient manner.

Board Resources

Allocated Board budgets including Board budget, special funding and school generated funds.

Board of Trustees

The elected governance branch of the Board.

Chartered Professional Accountant

A designated accounting professional with specialized knowledge and expertise in the accounting field.

Department

A division of the school board responsible for a specific function within the organization.

Policy

A statement of intent, governing principle or end result, adopted by the Board of Trustees in open public session; it is intended to articulate what must be done, the rationale for it and a framework for the system.

School Budgets

Funds allocated to schools through the Board's budget process to support schools' day-to-day school operating activities and the purchase of classroom learning materials.

Special School Budgets

Funds allocated to schools with specific criteria to support specified initiatives or activities.

Variance(s)

A measure of the difference between budgeted and actual figures for a particular accounting category and period.

3. APPLICATION

This administrative regulation applies to the Finance department and employees of the Board who contribute input or to the development of the Board's financial statements.

4. RESPONSIBILITY

The Superintendent of Business and Corporate Services and Treasurer of the Board has responsibility for this administrative regulation.

The Director of Education is responsible to allocate staff and resources to support this administrative regulation.

5. PROCEDURE**5.1 Reporting Periods and Guidelines**

Administration shall prepare financial reports for the Board of Trustees for the periods ending February 28/29, May 31, and November 30. An annual report of variances between the approved budget and actual performance, as defined by the August 31 audited financial statements, shall be presented to the Board of Trustees in the month of November.

Periodic and annual reporting will include analysis of functional budget, enrolment and staffing variances based on the Ministry of Education reporting template.

- 5.1.1 Detailed variance analysis will be based on the following threshold amounts:

Budget Variance Threshold

Department/Functional Total Budget	Variance Threshold
\$0 to \$500,000	\$100,000
\$500,000 to \$2,000,000	\$100,000 or 10%
≥ \$2,000,000	5%

- 5.1.2 School budgets, excluding special school budgets to a maximum variance of (+) or (-) 15% at the school level, will be transferred to the subsequent fiscal period.
- 5.1.3 In circumstances where new or enhanced grant programs are available which would provide additional funding for approved programs, facilities, human resources, and/or expenditures on supplies and equipment, and where utilization of grant funding is required within time frames which prohibit prior Board of Trustees' approval, the following guidelines shall apply:
- 5.1.3.1 If an expenditure would be offset completely by additional revenue and represents no additional cost in future years because of program continuation or additional administrative or maintenance costs, trustees will be advised as part of the periodic interim reporting process.
- 5.1.3.2 If an expenditure, net of additional revenue, results in a cost exceeding \$100,000, or results in additional continuing costs in subsequent years, there shall be prior approval of the Board of Trustees.

5.2 Budget Activity

Administration needs to ensure that actual budget activity is governed by the detailed decisions and resource allocations incorporated in the annually approved budget, with flexibility remaining to react to circumstances which may occur as follows:

- 5.2.1 actual enrolments differing from projections,
- 5.2.2 contracts settled at levels different from those anticipated in budget,

- 5.2.3 system staffing accomplished with experience and qualifications differing from those estimated,
- 5.2.4 new or enhanced grant programs being available during the year,
- 5.2.5 assumptions concerning general economic performance, such as inflationary trends and interest rates differing from actual rates experienced, and/or
- 5.2.6 other specific reasons for variation from budget.

5.3. Budget Variance Management

In recognition of the necessity to react to actual reasons for variance from approved budgets, the following procedures shall be employed:

- 5.3.1 Members of senior administration are authorized to manage functional activity at the department/functional level and increase or decrease individual account expenditures, with the intent of maintaining total expenditure within budgeted amounts.
- 5.3.2 In situations where altered circumstances cannot be addressed without department/functional expenditure in excess of the gross budget, members of senior administration shall receive prior Administrative Council approval of expenditure increases to a limit of ten percent for supplies, equipment and staffing.
- 5.3.3 In situations where expenditures within a department or function will exceed budget by amounts in excess of ten percent, prior approval of the Board of Trustees shall be obtained. Detailed reasons for the request must be provided, including revenue and expenditure implications for the current budget year and impact on future budget years.

6. RELATED POLICIES, ADMINISTRATIVE REGULATIONS OR PROCEDURAL DOCUMENTS

Board Policies:

[BA-4.5 Financial Reporting](#)

Administrative Regulations:

BA-4.5.2 School Budgets (to be linked)

7. REFERENCE DOCUMENTS

Legislation:

[Broader Public Sector Accountability
Education Act](#)



KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

ADMINISTRATIVE REGULATION

Regulation Name: School Budgets

Regulation Code: BA-4.5.2

Section: Business and Administrative Services

Policy Code Reference: BA-5.2

Established: January 14, 2003

Revised or

Reviewed: February 28, 2008, February 27, 2014, May 23, 2019, April 22, 2024

1. OBJECTIVE

This administrative regulation will be used by Board staff and school principals to support the development and use of school budgets. As a system, we support comprehensive, responsive, and efficient school budget models to optimize utilization of annual school budgets, reflective of school goals connected to the priorities identified in the Board's strategic plan.

2. DEFINITIONS

Board

The corporate Board which maintains the daily operation of the system; Kawartha Pine Ridge District School Board; a reference specifically pertaining to Kawartha Pine Ridge District School Board as a legal entity; also referred to as KPR or KPRDSB.

Board Budget

Board allocated funding for operations, staffing and equipment, designing programs to meet the needs of students and fixing, maintaining and building Board facilities. The annual Board budget is a record of decisions made, a mechanism for allocating financial resources, and a means of managing activities in a planned and efficient manner.

Board Resources

Allocated Board budgets including Board budget, special funding and school generated funds.

Policy

A statement of intent, governing principle or end result, adopted by the Board of Trustees in open public session; it is intended to articulate what must be done, the rationale for it and a framework for the system.

School Budgets

Funds allocated to schools through the Board's budget process to supports schools' day-to-day school operating activities and the purchase of classroom learning materials.

3. APPLICATION

This administrative regulation applies to the Finance Department and school principals who contribute input to the development of the Board's school budget allocation, as well as for ensuring the appropriate and timely use of Board resources.

4. RESPONSIBILITY

The Superintendent of Business and Corporate Services and Treasurer of the Board has responsibility for this administrative regulation.

The Director of Education is responsible to allocate staff and resources to support this administrative regulation.

School principals are responsible in ensuring that levels of spending are within the school budget allocation, that spending meets the needs of the school, for authorizing school expenditures, and to monitor the budget expenditures. Additional responsibilities are outlined in section 5.1.

5. PROCEDURE**5.1 School Budgets**

- 5.1.1 One component of the allocated resources is the school budget. During the budget development process, the Finance Department will consult with secondary and elementary principals to review and recommend school budget allocation models to senior administration to approve or revise, as appropriate. Following Board of Trustee approval of the annual budget, funds are allocated to individual schools based on a formula developed during the school budget consultation process.
- 5.1.2 The Finance Department will provide principals with monthly expenditure reports and online account inquiry will be available at the school level. In-service will be provided as required.
- 5.1.3 It is the responsibility of the school principal to ensure that levels of spending are within the school budget allocation. The principal, or designate, will be responsible for authorizing school expenditures. The principal will monitor the budget expenditure through the use of an internal monitoring control system, combined with the monthly School Budget Statements. The Finance department will distribute school budget allocation worksheets. The school budget allocation worksheets should be completed and returned to Finance by January 31 of each school year.
- 5.1.4 The school principal is responsible for utilizing their school budgets in the period for which they are allocated. School budgets, excluding special

school budgets, to a maximum surplus of fifteen percent at the school level, will be transferred to the subsequent fiscal period. Any variance in excess of this level must be reflected in a fiscal plan, as reviewed and supported by the appropriate superintendent.

- 5.1.5 School budgets may be subject to change if actual enrolments differ from school projections. Principals will be responsible to manage any budget adjustments accordingly.

6. RELATED POLICIES, ADMINISTRATIVE REGULATIONS OR PROCEDURAL DOCUMENTS

Board Policies:

[BA-4.5 Financial Reporting](#)

Administrative Regulations:

BA-4.5.1 Financial Reporting (to be linked)

7. REFERENCE DOCUMENTS

Legislation:

[Broader Public Sector Accountability](#)

[Education Act](#)

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

TO: Resource Committee

TOPIC: **2022-2023 Occupational Health and Safety/Workplace Safety and Insurance Board Report**

INITIATOR: Mark Loya, Superintendent Human Resource Services, People and Culture

BACKGROUND

1. The Kawartha Pine Ridge District School Board (KPR) is a Workplace Safety and Insurance Board (WSIB) Schedule 2 employer. Employers covered under Schedule 2 are self-insured for workers' compensation purposes, and the employer is responsible for all facets of workers compensation claims except adjudication. The WSIB is responsible for managing the claim in terms of adjudication, medical treatment, and assisting with return to work.
2. The Board is also a member of School Boards' Co-operative Inc. (SBCI). SBCI operates as a not-for-profit organization and assists member school boards in managing workers' compensation claims. KPR has received the final costs for the 2022-2023 school year from SBCI as detailed in this report.
3. WSIB Costs and Summary for 2022-2023

The Board experienced an increase in the amount of \$280,862 (\$655,783) in "First Year Claim" WSIB costs in 2022-2023 from the previous year (\$374,921). Refer to WSIB Program Costs on page 8 of Appendix A.

The increase in costs is directly tied to higher numbers of incidents that resulted in employees needing time away from work (Lost Time) and employees not requiring time away from work (No Lost Time). The Total Incident Frequency combines Lost Time and No Lost Time incidents and was higher in 2022-2023 (5.17) than both the peer group average (4.64) and provincial average (4.38). Refer to Total Incident Frequency on page 3 of Appendix A.

Employee Group	# of Healthcare Claims	# of Lost Time Claims	Total # of Claims
Educational Assistants (EA's) /Child and Youth Workers (CYW's)	25 (29)	66 (35)	91 (64)
Early Childhood Educators (ECE's)	6 (0)	5 (3)	11 (3)
Custodial/Maintenance	5 (3)	20 (13)	25 (16)
Elementary Teachers	17 (24)	31 (19)	48 (43)
Secondary Teachers	9 (8)	3 (5)	12 (13)
Other Employees	4 (2)	6 (7)	10 (9)
Total	66 (66)	131 (82)	197 (148)

*data in parentheses () reflects the peer group average, for comparison purposes. Notwithstanding the increase in incidents, KPR's average duration of absences (18.98) was better than both the peer group average (21.56) and the provincial average (21.22). From the 5 years of data provided, KPR demonstrated superior duration of absence data over the peer group and provincial averages. This is achieved by assisting injured workers back to modified/regular work as quickly as possible, while not losing sight of the safety of the injured worker. Refer to Duration of Absences on Page 9 of Appendix A.

4. Increase in Lost Time

In 2022-2023, the Board experienced an increase in Lost Time, resulting in an increase of Loss of Earning paid of \$181,613 (\$591,418) from the previous year (\$409, 805). See Lost Incident Frequency on Page 4 of Appendix A.

This increase was partially due to a change in KPR's Employee Health Services (EHS) practice. Instead of bringing employees back to work as additional staff during recovery time, the practice shifted to wait until the employee could perform the key essential duties safely. This decision was made to ensure the safety of employees, particularly those (e.g. Personal Care Assistant (PCA)/EA/CYW) who work with students who risk exhibiting aggressive behaviours.

5. Cause of incidents and Costs

Provincially, school boards returned to pre COVID-19 typical rank order of incident types as follows:

	Injury	% of Incidents (Provincial/KPR)	# of KPR Claims	Main Employee Groups
1.	Slips, trips and falls	28% / 25%	50	Elementary Teachers (44%) PCA/EA/CYW (20%)
2.	Aggression	25% / 29%	58	PCA/EA/CYW (92%)
3.	Struck by/against	24% / 20%	39	Elementary Teachers (36%) PCA/EA/CYW (36%)

While 2022-2023 actual cost totals (\$655,785) appear less than pre COVID-19 2018-2019 actual cost totals (\$798,313), and total number of incidents appear comparable, the severity of incidents result in a significantly higher total projected and actual cost in 2022-2023 (\$2,326,822) than 2018-2019 (\$1,095,690). The total projected and actual costs estimate how much incidents will ultimately end up costing the Board beyond the current year of reporting. Refer to Cause of Incidents and Costs – Totals on Page 5 of Appendix A.

Head injuries and their associated costs remain a significant local and provincial issue during the 2022-2023 school year. At KPR, head injury costs are higher due to many of the affected employees being in higher paid employee groups, such as teachers. A total of 36 head injuries were reported, amounting to a cost

of \$216,911. Costs were exacerbated by longer durations of lost time, and higher Board paid healthcare costs from specialty clinic assessments.

6. Additional Factors Increasing Costs

There were a few other considerations which increased costs to the Board, as follows:

- Notable claims; five claims exceeded \$40,000 in total WSIB costs.
 - Three claims totalled \$147,606 resulting from slips, trips, and falls.
 - One claim totalled \$43,661 resulting from a head injury caused by a ball strike.
 - One claim totalled \$55,100 resulting from an ergonomic injury.
- Significant claims: two claims generated costs totalling \$114,588.
- Environmental changes: there was an increase in claims compared to the previous year as staff and students transitioned from virtual environments to face-to-face instruction.

STATUS

7. The Board undertakes actions to support employee health and safety including, but not limited to, the following:

- On an annual basis, establishing areas of focus through the Joint Health and Safety Committee and evaluating progress in these areas.
- Promoting the Health and Safety Incident Reporting Portal, which amalgamated incident reporting forms into a single efficient tool.
- Ongoing Health and Safety training and messaging.
- Expanding ergonomic assessments to proactively prevent injuries across multiple workgroups.
- Implementing recommendations and observations from Ministry of Labour visits and/or orders.
- Distributing grippers to schools for teachers to use during yard duty in the winter season.

8. More recently, the Board has undertaken actions to attempt to reduce the number of incidents and enhance services, including accommodation in returning employees to work successfully, which include:

- Hiring a WSIB coordinator in Employee Health Services to work directly with WSIB in support of employees.
- Requesting medical information directly from healthcare providers for early intervention rather than waiting for WSIB to provide it.
- Expanding options for alternative accommodations to safely return employees to work.

9. The Board is currently reviewing resources which may support in the reduction of incidents including, but not limited to:
- The SBCI Outdoor Ball Strike Prevention Toolkit.
 - The SBCI Slips, Trips and Falls eModule prevention program.

BUDGET IMPLICATIONS

10. There are no budget implications to the 2023-2024 budget.

RECOMMENDATION

1. That the 2022-2023 Occupational Health and Safety/Workplace Safety and Insurance Board Report, dated May 1, 2024, be received for information.

Mark Loya
Superintendent of Human Resource Services, People and Culture



SBCI

School Boards' Co-operative Inc.



| Kawartha Pine Ridge District School Board

Health & Safety and WSIB Annual Report 2022-2023 – Executive Report

December 19, 2023

PREPARED BY

Gary Gibson, Director, Health & Safety Services

Cathy Tang, Workers' Compensation Consultant & Paralegal

Introduction

SBCI is positioned to help you advance your health and safety program. Safety standards such as CSA Z45001:19, focus on 3 organizational outcomes –

1. Continual improvement of health and safety performance;
2. Fulfillment of legal requirements;
3. Achievement of organizational health and safety objectives.

SBCI, using practical approaches that are tailored to our school board sector, can help you achieve all 3 of these outcomes. Our supports include a health and safety program evaluation, prevention tool kits, eModules and the provision of quarterly and annual performance measurements.

Performance Measurements

To measure your incident prevention performance, Total Number of Incidents/Lost Time Incidents/No Lost Time Incidents are tabulated over a 5-year window. These metrics are also expressed as their respective frequencies and benchmarked against your Peer Group and Provincial averages.

Incident severity is represented by total costs and presented by cause of incident and employee group. In the H&S Appendices, the data is broken down by employee group into cause of incident total costs and average costs per 100 full-time equivalent (FTE).

Measurement Methodology

Data is derived from school board Form 7's submitted to SBCI for incidents for the last five years. Pending claims are included in this data set, accounting for slight differences compared to the data presented in the WSIB section of this Report. FTE is obtained through each school board's annual submission to the Ministry of Education.

Frequencies are calculated as follows:

- Total Incident Frequency: $\text{Number of Total Incidents} \times 100/\text{FTE}$.
- Lost Time and No Lost Time frequency use the same formula with the applicable data set inserted.

Severity, as measured by total costs, consists of the actual costs to August 31 plus the projected costs (the actuarially calculated estimated future costs at that date).

Total Incident Frequency

The Total Incident Frequency combines Lost Time and No Lost Time Incidents. It reflects the performance of incident reduction programs and initiatives year over year. Peer Group and Provincial benchmarking allows for a standardized comparison of safety performance with other school boards.

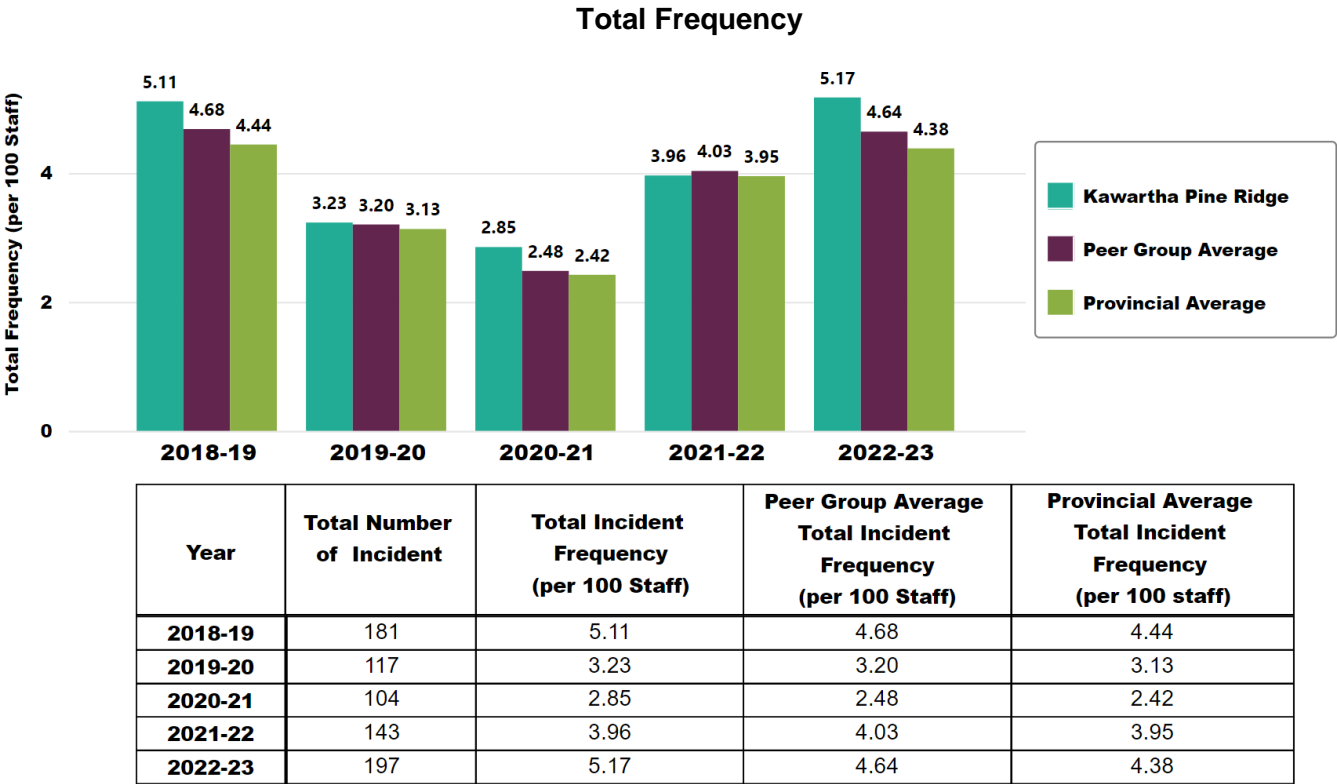
Lost Time Incident Frequency

Lost Time Incident Frequency is a measure of higher severity and higher cost claims. Data is presented in a manner to allow year over year performance evaluation and benchmarking.

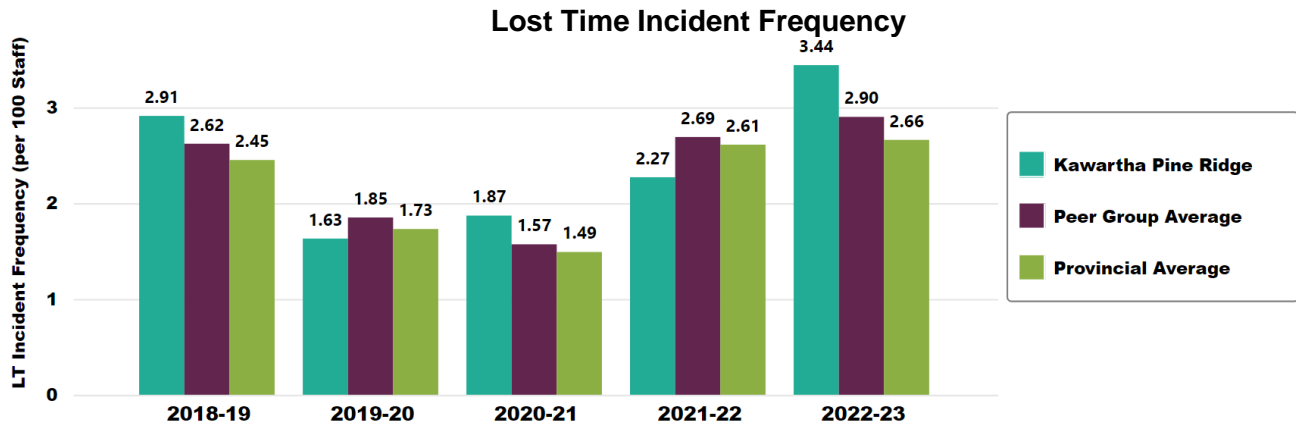
No Lost Time Incident Frequency

No Lost Time Incident Frequency is a measure of health care claims. Again, data is presented in a manner to allow year over year performance evaluation and benchmarking.

Total Incident Frequency



Lost Time Incident Frequency



Year	Total Number of LT Incident	Percentage of Total Incident	LT Incident Frequency (per 100 Staff)	Peer Group Average LT Incident Frequency (per 100 Staff)	Provincial Average LT Incident Frequency (per 100 staff)
2018-19	103	56.91	2.91	2.62	2.45
2019-20	59	50.43	1.63	1.85	1.73
2020-21	68	65.38	1.87	1.57	1.49
2021-22	82	57.34	2.27	2.69	2.61
2022-23	131	66.50	3.44	2.90	2.66

Cause of Incidents and Costs – Totals

Year	Cause of Incident	LT	LT %	NLT	NLT %	Total Incidents	Total %	Actual Cost(\$)	Total Projected & Actual Costs(\$)	Average Cost of Total Projected & Actual /100 FTE (\$)
2018-19	Ergonomics	23	22.33	6	7.69	29	16.02	132,326	181,540	5,128
	Slips, Trips & Falls	32	31.07	24	30.77	56	30.94	374,529	512,224	14,470
	Struck By/Against	24	23.30	21	26.92	45	24.86	239,057	327,828	9,261
	Aggression	17	16.50	23	29.49	40	22.10	26,084	36,428	1,029
	Mental Stress (Traumatic)	1	0.97	0	0.00	1	0.55	21,889	31,653	894
	Mental Stress (Chronic)	0	0.00	0	0.00	0	0.00	428	545	15
	Other	6	5.83	4	5.13	10	5.52	4,000	5,472	155
	Total	103	100.00	78	100.00	181	100.00	798,313	1,095,690	30,952
2019-20	Ergonomics	10	16.95	6	10.34	16	13.68	21,928	32,202	890
	Slips, Trips & Falls	19	32.20	11	18.97	30	25.64	109,098	156,548	4,327
	Struck By/Against	5	8.47	12	20.69	17	14.53	80,646	122,334	3,381
	Aggression	20	33.90	20	34.48	40	34.19	122,763	174,426	4,821
	Mental Stress (Traumatic)	3	5.08	0	0.00	3	2.56	228,266	333,904	9,229
	Mental Stress (Chronic)	0	0.00	0	0.00	0	0.00	318	421	12
	Other	2	3.39	9	15.52	11	9.40	2,243	3,124	86
	Total	59	100.00	58	100.00	117	100.00	565,262	822,959	22,746
2020-21	Ergonomics	18	26.47	5	13.89	23	22.12	72,333	111,783	3,067
	Slips, Trips & Falls	23	33.82	10	27.78	33	31.73	204,439	312,964	8,586
	Struck By/Against	8	11.76	3	8.33	11	10.58	70,290	108,519	2,977
	Aggression	17	25.00	8	22.22	25	24.04	195,660	299,797	8,225
	Mental Stress (Traumatic)	1	1.47	0	0.00	1	0.96	369	586	16
	Mental Stress (Chronic)	0	0.00	0	0.00	0	0.00	0	0	0
	Other	1	1.47	10	27.78	11	10.58	73,232	115,109	3,158
	Total	68	100.00	36	100.00	104	100.00	616,323	948,758	26,029
2021-22	Ergonomics	18	21.95	5	8.20	23	16.08	81,325	150,722	4,171
	Slips, Trips & Falls	30	36.59	15	24.59	45	31.47	134,876	250,800	6,940
	Struck By/Against	14	17.07	11	18.03	25	17.48	185,055	344,922	9,544
	Aggression	14	17.07	21	34.43	35	24.48	47,960	88,423	2,447
	Mental Stress (Traumatic)	1	1.22	0	0.00	1	0.70	9,292	17,730	491
	Mental Stress (Chronic)	0	0.00	0	0.00	0	0.00	-31	-58	-2
	Other	5	6.10	9	14.75	14	9.79	2,850	5,418	150
	Total	82	100.00	61	100.00	143	100.00	461,327	857,957	23,741
2022-23	Ergonomics	19	14.50	11	16.67	30	15.23	165,405	593,663	15,594
	Slips, Trips & Falls	38	29.01	12	18.18	50	25.38	274,619	965,597	25,364
	Struck By/Against	29	22.14	10	15.15	39	19.80	61,923	218,530	5,740
	Aggression	39	29.77	19	28.79	58	29.44	135,334	480,084	12,611
	Mental Stress (Traumatic)	1	0.76	0	0.00	1	0.51	6,674	24,341	639
	Mental Stress (Chronic)	0	0.00	0	0.00	0	0.00	457	1,789	47
	Other	5	3.82	14	21.21	19	9.64	11,373	42,818	1,125
	Total	131	100.00	66	100.00	197	100.00	655,785	2,326,822	61,120

Note: Ergonomics – includes overexertion, repetitive motion strain

Chronic Mental Stress (CMS) new policy in 2018 was retroactive to April 2014, claims now included in the appropriate year.

Other – MVA, heart attack, stroke, epileptic seizure, fainting (loss of consciousness), asthma attack, fire/explosion, exposure to hazardous material, contaminants, noise, and COVID-19.

Health & Safety Summary and Findings – Provincial Level

Provincially, school boards saw the return to pre COVID-19 typical rank order of incident types as detailed below.

- | | | |
|----|----------------------|------------------|
| 1. | Slips, trips & Falls | 28% of incidents |
| 2. | Aggression | 25% of incidents |
| 3. | Struck By/Against | 24% of incidents |

These three incident types contribute significantly to injuries to the head. Head Injuries have a strong impact on our member organizations because they typically result in more lost days and higher WSIB costs than other types of injury.

Of these incident types two particular factors contribute to a high number of head injuries:

- Struck by/ Against caused by Ball Strikes
- Slips, Trips & Falls caused by Ice and winter weather.

These two factors caused the most head injuries for their respective incident types based on data from 2016-2017 to 2021-2022

SBCI has created two innovative tools to help reduce Struck By/Against and Slips, Trips & Fall incidents, including the resultant head injuries. The Outdoor Ball Strike Tool Kit is a turnkey suite of resources focused on reducing outdoor ball strikes. The Slips, Trips & Falls Prevention – Winter Conditions and Outdoor Surfaces eModule contains elements of wintertime slip, trip, and fall prevention that can be used individually or collectively as part of a formal Winter Weather Safety Plan.

Health & Safety Summary and Findings – School Board Level

H&S program performance has historically been measured through the use of lagging indicators, such as injury frequency and severity rates. More recently, leading indicators are being used by organizations in combination with lagging indicators, to both better measure and manage overall H&S performance. Leading indicators focus on future H&S performance with the intent of continuous improvement. They are a metric and monitor what is being done on an ongoing basis to prevent worker illness and injury.

For the 2023-2024 school year, SBCI has selected the following as our initial leading indicator:

- The Development of Annual Safety Goals.

The rationale of using this leading indicator is two-fold. Primarily, the development of annual safety goals is a common pillar of all H&S Management Standards, internationally and nationally. Additionally, it's an easily measured leading indicator.

Together, leading and lagging indicators provide a more complete, bigger-picture perspective on what is and is not working in your H&S management program.

Kawartha Pine Ridge District School Board (KPRDSB) annually establishes H&S Areas of

Focus with its two Multisite Joint Health and Safety Committees (MJHSC). In addition, KPRDSB annually evaluates the outcomes of these focus areas with their MJHSC through a year-end “How Did We Do?” standing agenda item. This is excellent practice.

Examples of H&S programming that are driven by these focused priorities include –

- A continuation of H&S site audits, including a feedback expansion to better capture staff input.
- Activities and resources to support the H&S principle that “keeping staff informed keeps them safe”. These included refreshed tip sheets and standard operating procedures, footwear guidance and winter safety.
- Ongoing messaging to support incident reporting and address reporting barriers such as reporting hesitancy.
- Expansion of ergonomic assessments to proactively prevent injuries across impacted employee groups.

KPRDSB had mixed lagging metrics in 2022-2023. Total claims increased by 38% compared to a provincial increase of 12%. This was driven by a substantive increase in Lost Time Incidents of 60% versus a provincial rise of 3%. Encouragingly your increase in No Lost Time claims was only 8% against a provincial backdrop of a 29% increase.

These increases translated into your Total Incident and Lost Time Incident Frequencies exceeding Peer Group and Provincial benchmarks. No Lost Time Incident Frequency, which has historically exceeded respective benchmarks, was reduced, and finished on par with Peer Group and Provincial benchmarks.

Your incident profile was similar to your prior year, with Aggression notably moving to the position of primary incident driver.

Slips, Trips, & Falls represented your primary cost driver and secondary incident driver. Year over year, your increase for this injury class was marginally higher than the provincial experience. SBCI has an ongoing focus on developing Slips, Trips, & Falls prevention resources and would be pleased to review these tools with KPRDSB.

Struck By/Against claims increased year over year 56% in comparison with a provincial increase of 25%. KPRDSB is exploring the Outdoor Ball Strike Prevention Toolkit, and recently visited the elementary school at the Durham District School Board where this prevention tool was originally piloted.

Aggression injuries represented your primary incident driver in 2022-2023. Year over year, Aggression incidents increased by 65%, but for context, this claim category saw a significant increase of 46%. Currently both SBCI and the Public Safety and Health Association (PSHSA) are developing new and complimentary prevention tools for incidents of Workplace Violence/Aggression.

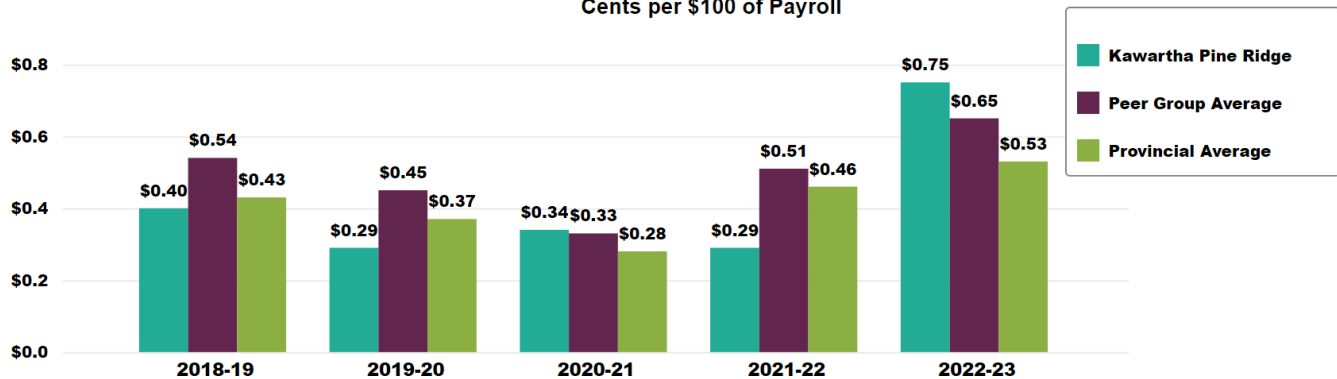
SBCI looks forward to our continued collaboration with KPRDSB in 2023-2024.

WSIB Program Costs

Workers' Compensation costs are primarily driven by the relative number of incidents and their severity. This chart highlights the WSIB expenses of your school board and comments on how your board is doing relative to other member boards of a similar size and to the Provincial Average. As a means of comparison, we use claims costs expressed as Cents per \$100 of Payroll. The use of Cents per \$100 of Payroll is a standard by which to measure the performance of all school boards, whether they are operating in Schedule 1 or 2.

Incident Year	Actual 2018-19 (\$)	Actual 2019-20 (\$)	Actual 2020-21 (\$)	Actual 2021-22 (\$)	Actual 2022-23 (\$)	Total Projected & Actual Cost (\$)	Cents per \$100 of Payroll	Peer Group Average	PGA Variance	Provincial Average
Pre-Sep 1, 2018	454,008	243,144	651,432	171,824	40,481					
2018-19	468,112	209,665	75,935	39,226	5,373	1,095,690	\$0.40	\$0.54	(\$0.14)	\$0.43
2019-20		286,275	187,695	72,049	19,242	822,959	\$0.29	\$0.45	(\$0.16)	\$0.37
2020-21			328,613	213,056	74,654	948,758	\$0.34	\$0.33	\$0.01	\$0.28
2021-22				374,921	86,403	857,957	\$0.29	\$0.51	(\$0.22)	\$0.46
2022-23					655,783	2,326,822	\$0.75	\$0.65	\$0.10	\$0.53
Total	922,120	739,084	1,243,675	871,076	881,936					

Cents per \$100 of Payroll



Breakdown of WSIB Costs by Type of Benefit

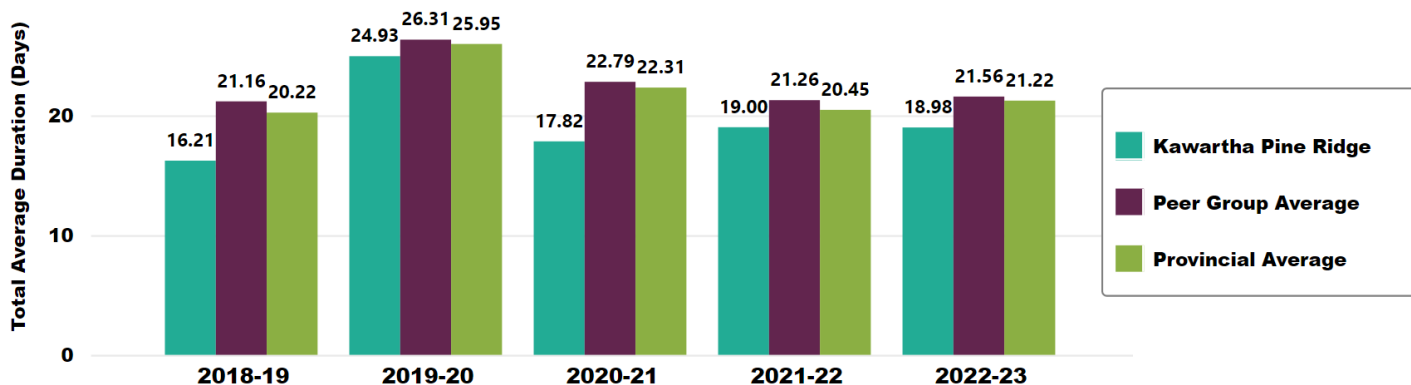
To get a better understanding of the overall WSIB cost picture for your school board it is useful to compare total actual costs in 2021-2022 and 2022-2023 by cost types.

Type	2021-22 (\$)	2022-23 (\$)	Variance (\$)
LOE Benefits*	409,805	591,418	181,613
Health Care	426,234	384,670	(41,564)
Pensions for Life	0	0	0
Survivors for Life	23,094	23,847	753
Rehabilitation	0	4,791	4,791
NEL Awards	5,034	13,090	8,056
FEL Awards	0	0	0
FEL Supplement	0	0	0
LRI (Retirement Benefits)	6,909	6,822	(87)
Perm Partial Disability Perm Supplement (C)	0	0	0
Insurance/Assistance Program Re-imbursement	0	(142,703)	(142,703)
Other	0	0	0
Total	871,076	881,935	10,859

*LOE Benefits are the Total of Advances (102s) combined with Direct Payments to the injured worker by the WSIB

Duration of Absences

In the management of Workers' Compensation claims, the main objective is to get injured workers back to modified/regular work as quickly as possible, while not losing sight of the safety of the injured worker. One of the measurements to determine the effectiveness of your WSIB Program is duration of lost time claims.



Year	Claims (#)	Days Absent (#)	Overall Average Duration (Days)	Peer Group Average	Provincial Average
2018-19	96	1,556	16.21	21.16	20.22
2019-20	54	1,346	24.93	26.31	25.95
2020-21	66	1,176	17.82	22.79	22.31
2021-22	75	1,425	19.00	21.26	20.45
2022-23	125	2,372	18.98	21.56	21.22

WSIB Summary and Findings – Provincial Level

Head Injuries

Head Injuries and their costs remain a significant issue for our members across the province in the 2022-2023 school year. SBCI has reviewed provincial data to place the issue in context. Head injuries can result in concussions, which are challenging to manage and appeal.

Head Injuries have been the costliest single category of injury since the 2016-2017 school year. For each school year since 2016-2017, the lifetime costs of head injuries alone has met or exceeded the lifetime cost of all other injury types combined.

In response to this growing trend, SBCI has published a head injury guide and ball strike tool kit. Further information is available on our member website. We recommend including them in training for your staff that manage Workers' Compensation and Health & Safety.

Mental Stress

Ontario school boards are continuing to experience a significant number of claims in which mental health is a factor. Mental Stress entitlement can be granted by the WSIB on its own, or as a secondary entitlement to a physical injury. This entitlement can also be allowed if an incident aggravates a pre-existing mental health disorder.

Mental Health difficulties are strongly correlated with concussions, with secondary psychiatric issues accounting for significant costs in an already costly claim. Cases involving mental stress often see significant healthcare and lost time costs. Further, accommodating workers with mental health impairments is often challenging for our members.

SBCI recommends a focus on prevention for all types of injuries as secondary psychological entitlement can arise in all claims. We recommend implementing best practices in disability management such as supportive communication, early and safe offers of modified work, and proactive involvement in the WSIB claim and case management. If you require information on best practices, please contact your SBCI consultant.

SBCI works closely with our member school boards to assist and provide guidance in managing these claims by providing recommendations in accordance with industry disability management best practices.

In response to the increasing level of mental stress absenteeism within Ontario school boards, SBCI's Attendance Support Services has developed a Wellness & Mental Health/Resilience Program. The Program is a comprehensive approach to promoting mental health, preventing psychological harm at work, reducing the stigma of mental illness in the workplace, and building staff resiliency. It proactively builds and maintains a work environment and culture that cares for and supports the psychological health of all employees. Further information is available on our member website.

Schedule 2 Service Review

WSIB has responded to concerns from the Schedule 2 Employers Group and initiated a

service review. The objective of the review is to improve the way that WSIB delivers service to Schedule 2 employers and their injured/ill workers. The WSIB also seeks to improve outcomes in recovery and return to work with the service enhancements.

As part of the review, WSIB engaged a third-party consulting firm Made Manifest, to conduct online surveys and focus groups over the summer. SBCI Consultants and many member boards participated in these sessions. An update is anticipated in the fall with a full report by the end of 2023.

WSIB Summary and Findings – School Board Level

Workers' Compensation costs are primarily driven by the number of incidents and their severity and the effective management of claims when they occur. A high number of incidents and significant injuries will both predispose an organization to incur higher costs. Other factors that contribute to WSIB costs are timely access to health care for assessment, testing and treatment; proactive claims management by the school board; accommodation and return to work to reduce absence costs; employee co-operation; and timely quality WSIB case decision making and case management. SBCI has assembled data of your school board's actual claim costs and at the Provincial level, to benchmark results. Qualitative analysis is provided below, along with recommendations, to support your school board to achieve its goals.

In summary, KPRDSB recorded an increase in Incident Frequency (and First Year WSIB Costs) which subsequently led to an increase in Total WSIB Costs in 2022-2023. As a result, KPRDSB scored higher than both the PGA and PA in cost benchmarking for the first time in five accident years. Despite the increases however, your school board has done a very good job of reducing costs relating to older claims, thanks in part to the start of a refund for a qualifying claim from the 2016-17 accident year through the Assistance Program.

The school board's Human Resource Services Team in charge of occupational injury reporting and ongoing claims management experienced several challenges, the most notable of them being staffing related. Despite that, the Team has done an admirable job in working diligently to maintain regular contact with injured workers in the face of inconsistent, challenging customer service delivery from the WSIB. They continue to work hard to obtain all necessary medical information to ensure that suitable offers of modified/accommodated work are made in a timely manner and that employees are back at work early and safely. We commend them for their efforts.

SBCI recommends that KPRDSB continues with their practice of escalating WSIB issues and adverse decisions to SBCI for intervention and case conferencing. Case management intervention, reviewing and challenging WSIB decisions granting additional entitlements or secondary injury, recurrences and ongoing lost time will further assist with cost mitigation.

We look forward to continuing to work collaboratively with your school board.