



# Special Board Meeting

## Agenda

September 8, 2020 —  
Immediately following the Standing Committee Meeting



Please note that all DDSB public meetings will be held virtually until further notice. Members of the public can continue to participate in public meetings by watching the live-stream on YouTube.



Durham District School Board  
[calendar.ddsbs.ca/meetings](https://calendar.ddsbs.ca/meetings)  
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Chris Braney  
Chair of the Board  
City of Pickering

Niki Lundquist  
Vice Chair of the Board  
Town of Whitby

Christine Thatcher  
Vice Chair, Standing  
Committee  
Town of Whitby

Patrice Barnes  
Town of Ajax  
Wards 1 & 2

Michael Barrett  
City of Oshawa

Paul Crawford  
City of Pickering

Donna Edwards  
Town of Ajax  
Ward 3

Darlene Forbes  
Chair, Education Finance  
City of Oshawa

Carolyn Morton  
Townships of Brock,  
Scugog & Uxbridge

Ashley Noble  
City of Oshawa

Scott Templeton  
Town of Whitby

Aaliyah Jaleel  
Student Trustee

Logan Keeler  
Student Trustee

Arpita Savaliya  
Student Trustee

**DURHAM DISTRICT SCHOOL BOARD**

**SPECIAL BOARD MEETING**

**Tuesday, September 8, 2020**

**Immediately Following the Standing Committee Meeting**

	<u>PAGE</u>
1. <u>Call to Order</u>	
2. <u>Declarations of Interest</u>	
3. <u>Report from Committee of the Whole In-Camera</u>	
4. <u>Recommended Action</u>	
(a) Return to School Update #5 (Acting Director Norah Marsh)	1 – 8
(b) NOM: Masks (Trustee Scott Templeton)	9
5. <u>Adjournment</u>	

## DURHAM DISTRICT SCHOOL BOARD

## ADMINISTRATIVE REPORT

**REPORT TO:** Durham District School Board**DATE:** September 8, 2020**SUBJECT:** Update #5 on School Reopening**PAGE NO.** 1 of 5**ORIGIN:** Norah Marsh, Acting Director of Education  
Carla Kisko, Interim Associate Director of Corporate Services  
Jim Markovski, Acting Associate Director of Academic Services**1. Purpose**

The Board of Trustees has authorized staff to develop a plan to be funded from reserves, of up to 1% of the Board's 2020 operating budget, to facilitate the adoption of mitigation measures to keep students and staff as safe as possible. 1 % of the Board's 2020 operating budget is \$8.1 million. The Ministry of Education has since confirmed that school boards may draw on reserves to fund mitigation measures related to COVID-19.

The purpose of this report is to present the mitigation plan to the Board of Trustees (the "Reserve Fund Mitigation Plan") and to seek authorization to access up to \$8.1 million from reserves to be used, as may be deemed necessary and appropriate by the Director of Education, to fund the Reserve Fund Mitigation Plan.

**2. Ignite Learning Strategic Priority/Operational Goals**

**EQUITY** – *Promote a sense of belonging and increase equitable outcomes for all by identifying and addressing barriers to success and engagement.*

**ENGAGEMENT** – *Engage students, parents and community members to improve student outcomes and build public confidence.*

**SUCCESS** – *Set high expectations and provide support to ensure all students and staff reach their full potential every year.*

**WELL-BEING** – *Create safe, welcoming, inclusive learning spaces to promote well-being for all students and staff.*

**LEADERSHIP** – *Identify future leaders, actively develop new leaders and responsively support current leaders.*

**INNOVATION** – *Reimagine learning and teaching spaces through digital technologies and innovative resources.*

### 3. Background

3.1 At the DDSB Board Meeting on August 12, 2020 the DDSB Board of Trustees passed the following resolution:

- (i) That the DDSB adopt the plan as provided in respect of secondary students, which provides for both in class learning and virtual learning opportunities and smaller cohorts, understanding that the Board has been designated as “adaptive/blended” by the Province and cannot, at this time, return to 5 days of in class learning for secondary students. Should the DDSB seek to implement adaptations of the plan, which may be necessary to ensure equitable access to educational opportunities, particularly in rural communities, the Board of Trustees will be apprised of any intended changes to the plan and informed of what steps are being taken to ensure student and staff safety;
- (ii) That the DDSB adopt the plan for virtual learning for elementary students and adjust its plan for students electing to return to in-person learning by:
  - a. Ensuring all classes allow for the distancing of students, at a minimum of one meter as recommended in the guidance documents relied upon by the government for other aspects of its reopening plan;
  - b. Authorizing the Director of Education to implement any and all measures that the Director may deem necessary and appropriate to best ensure a minimum of one-meter spacing for students, including but not limited to measures such as reorganizing classes, providing portable classrooms, using common areas as classroom space, redeploying staff, hiring additional school staff, and such other measures as the Director may deem appropriate.
- (iii) That the DDSB authorizes staff to be able to develop a plan to utilize reserve funds, of up to 1% of the Board’s 2020 budget, to facilitate the adoption of mitigation measures to keep students and staff as safe as possible; and  
  
That staff present a plan back to trustees for consideration.
- (iv) That the DDSB create a program that encourages mask use for ALL students (subject to the duty to accommodate);
- (v) That the DDSB immediately provide a strongly worded letter to the Ministry of Education expressing its grave concern about the failure to use small class sizes as a priority safety strategy and urging the government to immediately provide all funding necessary to all school boards to ensure the full hierarchy of safety controls be put in place as schools reopen, including the funds to provide additional staff to create

smaller and safer cohorts in elementary schools and additional funding for upgrades/improvements to ventilation in DDSB schools; and

That the DDSB publicly release a copy of that letter, in the form of a press release.

#### 4. Discussion

##### 4.1 Context of the Reserve Fund Mitigation Plan

In developing an appropriate plan for the use of reserve funds, staff first considered the impact of a series of special grants announced by the province in late August totalling approximately \$12.1 million to help support COVID-19 related expenditures. In addition to that funding, staff have generated efficiencies, largely as a result of the creation of the virtual school, which provided approximately \$3.3 million that could be re-allocated.

This provides approximately \$15.4 million in funding to address some of the unique challenges in returning to school in the context of COVID-19. The use of these funds is set out in Appendix "A".

Given the timing of these announcements from the province and given that in-person enrollment continued to be subject to significant fluctuations throughout the mid-august period, we reported to the Board of Trustees on August 25, 2020, that some more time was required to finalize a Reserve Fund Mitigation Plan. As reported on August 25, 2020, 1 metre-distancing between students had been accomplished, but some class sizes remained large and had been moved to spaces and/or required class set-ups that were not optimal.

During the week of August 24, 2020 enrollment patterns stabilized sufficiently such that elementary schools with a series of large classes were allocated additional staff. This was accomplished without the need to access any reserve funds. Using the special grants and other efficiencies already noted, an additional 32.0 FTE teachers were assigned to address pressures in class sizes in kindergarten classes and 18.0 FTE teachers to address Junior/Intermediate challenges. These 50 teacher positions are reflected at line 25 of Appendix "A".

##### 4.2 The Reserve Fund Mitigation Plan

With the addition of these 50.0 FTE teaching positions above the regular elementary complement, the current class size averages for in-person learning are as follows:

- An average class size of 21.79 in kindergarten classrooms
- An average class size of 19.75 in primary classrooms
- An average class size of 24.29 in junior/intermediate classrooms

These class averages are smaller than what the regular funding formula provides, most especially at kindergarten. However, these are only averages and there are still pressure points with larger classes within the district, most notably at the junior/intermediate level.

The additional provincial funding, in providing funding for such things as enhanced cleaning and improved ventilation, allowed us to focus our plan on the critical human elements of returning to school. Therefore, in developing the Reserve Fund Mitigation Plan, we focused on increased staffing. This is a dynamic situation and having additional qualified staff in place to support students in staying safe is, in our view, the most effective way to mitigate risk. Key elements of the Reserve Fund Mitigation Plan, which is set out in Appendix “B” are:

- Adding up to an additional 40.0 to 45.0 FTE teachers to address pressure points within the District, the vast majority of which are at the junior/intermediate level. These teachers would not be assigned until enrollments are confirmed. As noted, we have already achieved a minimum of 1-metre spacing between pupils, but an increase in teachers will allow us to address pressure points within the District in the most direct way. It is noted that student registrations that represent an increase to the system would generate funding separate from the reserve fund.
- Adding up to an additional 35 Early Childhood Educators to our kindergarten classes
- Creating a Pandemic Academic Response Team

An important aspect of risk mitigation is for students to stay home when there is a question of being COVID-19 positive. To encourage and facilitate this important safety measure, a Pandemic Academic Response team would be available to be deployed to assist with students who are required to be home for individual reasons. This team would serve to liaise between classroom teachers and students who are at home for intervals. This would help the classroom teacher remain focused on the pupils in the classroom.

This program would be activated for students once they exceed five consecutive days of absence due to illness or when they have been directed by a medical practitioner to self-isolate. This team will provide assistance for students and ensure that they have access to classroom work.

It is noted that in cases where the entire class is required to self-isolate, the class will pivot to remote learning and the teacher will provide real-time learning as per the virtual school schedule. The Pandemic Academic Response team is for individual students, not whole classes.

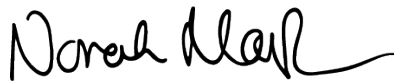
- Hiring 110 Elementary Pandemic Supervision Support Staff

Supervision within the schools will be more of a challenge as a key safety measure is to stagger recess and lunch times. There is also a need to be able to have students who are displaying symptoms to wait for pick-up in an area that protects from potential spread. Each school has a designated health room with a specialized kit for this purpose, however, supervision of the room when it is being used is required. For that reason, we are recommending the hiring of 110 Elementary Pandemic Supervision Support Staff (4 hours/day) who will provide additional supervision at elementary schools. These positions will be responsible for monitoring the health room, supporting distancing and supervision at key times during the day such as staggered lunches.

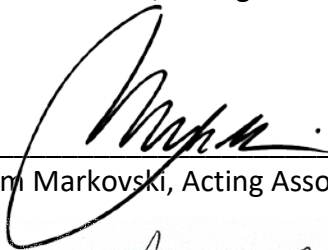
### 5.0 Recommendation

Based on the foregoing, it is recommended that the Board authorize access of up to \$8.1 million from reserves to be used, as may be deemed necessary and appropriate by the Director of Education, to fund the Reserve Fund Mitigation Plan.

Report reviewed and submitted by:



Norah Marsh, Acting Director of Education and Secretary



Jim Markovski, Acting Associate Director of Academic Services



Carla Kisko, Interim Associate Director of Corporate Services

## Appendix A: COVID-19 Special Funding

Date Announced	Purpose for Funding	Provincial \$	Proposed Cost \$	Current Plan
04-Aug-20	Additional Casual Custodial Staff	\$ 1,772,920		<ul style="list-style-type: none"> <li>In process to hire 30 additional supply custodians</li> </ul>
06-Aug-20	Other Staffing	\$ 666,494		<ul style="list-style-type: none"> <li>Five additional custodians to be hired and additional office clerical for virtual school. This is in addition to 11 new positions identified in the approved Budget negotiated through the central table discussions.</li> </ul>
	<b>Total</b>	<b>\$ 2,439,414</b>	<b>\$ 2,439,414</b>	
04-Aug-20	<b>Health and Safety Training for OTs and Casual staff</b>	<b>\$ 332,580</b>	<b>\$ 332,580</b>	<ul style="list-style-type: none"> <li>Safety Training for Occasional Teacher and Casual Staff underway</li> </ul>
04-Aug-20	Support for Special Education	\$ 260,299	\$ 256,500	<ul style="list-style-type: none"> <li>4.5 additional Educational Assistants</li> </ul>
04-Aug-20	Mental Health Supports	\$ 393,042	\$ 393,042	<ul style="list-style-type: none"> <li>2 Additional Social Worker positions and programing through external partners for K-3 focus, and other classroom supports.</li> </ul>
26-Aug-20	Special Education and Mental Health	\$ 285,204	\$ 285,204	<ul style="list-style-type: none"> <li>Pandemic Student Mental Health Support Staff (1 per Family of Schools)</li> </ul>
06-Aug-20	Special Education Staffing	\$ 827,733	\$ 827,733	<ul style="list-style-type: none"> <li>Additional Educational Assistants</li> </ul>
	<b>Total</b>	<b>\$ 1,766,278</b>	<b>\$ 1,762,479</b>	
04-Aug-20	<b>Enhanced Cleaning</b>	<b>\$ 137,169</b>	<b>\$ 137,169</b>	<ul style="list-style-type: none"> <li>Cleaning supplies to implement enhanced cleaning protocols</li> </ul>
14-Aug-20	Remote Learning Ps and VPs	\$ 556,280	\$ 2,194,000	<ul style="list-style-type: none"> <li>Principals (8), VP (10) for DDSB@Home</li> </ul>
26-Aug-20	Remote Learning Ps and VPs	\$ 1,044,158	\$ 600,000	<ul style="list-style-type: none"> <li>Principals, Vice-Principals additional week in August.</li> </ul>
	District Efficiencies		-\$ 1,170,000	<ul style="list-style-type: none"> <li>Reallocation of Vice-Principals</li> </ul>
	<b>Total</b>	<b>\$ 1,600,438</b>	<b>\$ 1,624,000</b>	
14-Aug-20	Teacher Staffing	\$ 929,275	\$ 4,250,000	<ul style="list-style-type: none"> <li>50 additional teacher hires to reduce class size in elementary</li> </ul>
26-Aug-20	Teacher Staffing	\$ 2,102,062		<ul style="list-style-type: none"> <li>Additional non-permanent and supply teachers</li> </ul>
	SERT Adjustments	0	\$ 445,400	<ul style="list-style-type: none"> <li>5.24 adjustment to SERT for virtual school</li> </ul>
	Staffing Efficiencies from Virtual School		-\$ 2,125,000	<ul style="list-style-type: none"> <li>25 position offsets of total 50</li> </ul>
			\$ 425,000	<ul style="list-style-type: none"> <li>Pandemic Academic Support Team to assist elementary schools with continuity of program for absent students (partial program)</li> </ul>
	<b>Total</b>	<b>\$ 3,031,337</b>	<b>\$ 2,995,400</b>	



## Appendix A: COVID-19 Special Funding

25-Aug-20	<b>Ventilation in Classrooms</b>	<b>\$ 1,439,500</b>	<b>\$ 1,439,500</b>	<ul style="list-style-type: none"> <li>Air filter changes all schools, 32 portable ventilation units for older schools, recalibrated pneumatic systems.</li> </ul>
25-Aug-20	Transportation	\$ 452,216		
26-Aug-20	Transportation	\$ 576,576		
	<b>Total</b>	<b>\$ 1,028,792</b>	<b>\$ 1,300,000</b>	<ul style="list-style-type: none"> <li>To address additional transportation costs to lessen the number of students on buses.</li> </ul>
04-Aug-20	<b>Technology</b>	<b>\$ 515,895</b>	<b>\$ 515,895</b>	<ul style="list-style-type: none"> <li>Additional student devices to meet virtual school requirements for students</li> </ul>
26-Aug-20	<b>School Reopening Emerging Issues</b>	<b>\$ 3,170,559</b>	<b>\$ 3,175,000</b>	<ul style="list-style-type: none"> <li>\$1.5M for additional lunchroom Supervision, \$1.5M for student devices, \$225,000 for cloth masks</li> </ul>
	Additional Supports as Required		0	
	<b>Revised Total Funding/Costs</b>	<b>\$ 15,461,962</b>	<b>\$ 15,721,437</b>	

## Appendix B: Reserve Fund Mitigation Plan

<b>Net Budget Pressure</b>	<b>\$ 259,475</b>
<b>New Budget Items:</b>	
Pandemic Academic Support Team	\$ 510,000
Additional Teachers to address class size pressures (up to 45)	\$ 3,825,000
Dedicated 4 hour per day position to each elementary school to help with student supervision for staggered breaks and lunches	\$ 1,500,000
Additional funding required to address the \$1.3 M Transportation cost increase	\$ 300,000
35 ECE positions	\$ 1,995,000
<b>Request from Reservices</b>	<b>\$ 8,130,000</b>

*(For Board Meeting Use)*

**DURHAM DISTRICT SCHOOL BOARD**

**NOTICE OF MOTION**

MOVED by: Trustee Scott Templeton

SECONDED by: \_\_\_\_\_

THAT THE BOARD MANDATE GRADES 1 TO 3 TO WEAR MASKS  
SUBJECT TO THE DUTY TO ACCOMMODATE.