

# KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

## RESOURCE COMMITTEE MEETING

Wednesday, October 7, 2020 at 7:00 p.m.  
Roy H. Wilfong Boardroom, Education Centre  
1994 Fisher Drive, Peterborough, Ontario

*Due to the current health advisory the meeting will be livestreamed for the public through KPR YouTube. [To view the meeting, click here.](#) The committee will be starting with the in-camera agenda and once the in-camera items have been addressed, the open session will commence.*

## 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 OF COMMITTEE MEETING OF SEPTEMBER 16, 2020
- ITEM 5. PRESENTATIONS / DELEGATIONS
- ITEM 6. BUSINESS ARISING FROM THE MINUTES
- ITEM 7. INFORMATION ITEMS
  - 7.1 Virtual School/Home School and Potential Funding Impact - Verbal
- ITEM 8. DECISION ITEMS
  - 8.1 Banking Services Contract Extension
- 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***

November 4, 2020  
January 6, 2021  
February 3, 2021  
March 3, 2021

April 7, 2021  
May 5, 2021  
June 2, 2021

ITEM 12. ADJOURNMENT

*Note: If unable to attend, please advise Stacey Foss, at [stacey\\_foss@kprdsb.ca](mailto:stacey_foss@kprdsb.ca)*

**SUBJECT TO COMMITTEE APPROVAL**

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

**DRAFT RESOURCE COMMITTEE MEETING MINUTES**

Held September 16, 2020 at 7:00 p.m.

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

Present: Trustees Angela Lloyd (Committee Chairperson), Terry Brown, Rose Kitney, Jaine Klassen Jeninga and Emilio Ojeda.

Also Present: Trustees Diane Lloyd (Chairperson of the Board) and Sarah Bobka (Vice-chairperson of the Board); C. Arnew, S. Girardi, J. Stewart, and S. Foss.

Due to the current health advisory and public health measures in place provincially, the meeting was available for committee members to attend in person or virtually using WebEx.

**CALL TO ORDER AND LAND ACKNOWLEDGEMENT**

Committee Chairperson A. Lloyd called the meeting to order at 7:02 p.m. and 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 Bobka  
Seconded by: Trustee Kitney

**That the agenda be adopted as printed.**

**CARRIED**

**ADOPTION OF MINUTES**

It was,

Moved by: Trustee Kitney  
Seconded by: Trustee Klassen Jeninga

**That the minutes of the Resource Committee meeting of June 3, 2020 be adopted as recorded.**

**CARRIED**

It was,

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

**That the Committee move to In-camera Session (7:04 p.m.).**

**CARRIED**

The Open Session of the meeting resumed (7:40 p.m.).

INFORMATION ITEMS

Summer Project Update

J. Stewart, Executive Officer, Facilities Services, reported that \$14M worth of work was planned and scheduled at over 60 school sites and 95% of this work was completed by the end of August 2020. The committee was informed that improvements to scheduling allowed for earlier entry to the tender market which contributed to a \$1.5M surplus that was used to upgrade scheduled projects and attend to smaller, individual school requests. J. Stewart noted that some challenges and delays had been experienced, however schools, project supervisors and contractors were able to meet and resolve all issues in a manner that was efficient and fiscally responsible.

A summary chart of summer work performed was provided to the committee:

Roofing	\$1.6 million	12 schools
Classroom Refresh	\$6 million	7 schools
Painting Program	\$325,000	10 schools
HVAC Upgrades	\$1.5 million	2 schools
Gymnasium Refurbishments	\$300,000	4 schools
Accessibility	\$1.2 million	4 schools
Athletic Field Upgrade	\$600,000	1 school
Portables (new)	\$750,000	7 portables
Portables (moves)	\$300,000	7 moves
General (asphalt, fencing, AC, etc.)	\$1.4 million	Various schools

In response to trustee questions, J. Stewart noted that additional funding of approximately \$850,000 had been received to address air quality issues at school sites, and that the funding was being used to review and suggest immediate efficiencies in the system, to purchase 400 stand-alone high efficiency particulate air (HEPA) filter systems in classrooms in older buildings, and to upgrade the filter medium in HVAC systems other schools.

It was,

Moved by: Trustee Klassen Jeninga  
 Seconded by: Trustee Bobka

**That the Summer Project Update report, dated September 16, 2020, be received for information.**

**CARRIED**

Pandemic Purchasing and Supply Update

Superintendents Arnew and Girardi prepared a presentation for the committee to provide an overview of:

- Pandemic Planning Updates
- Elementary Update
- Secondary Update
- Pandemic Purchase Procurement and Distribution
- Transportation

Superintendent Girardi reported that the staggered entry to school had been successful, the KPR re-entry plan had been shared with all principals/schools, and administration has ongoing discussions with the health units which have assigned health nurses to schools. Health and safety have been the number one priority, with the first three professional activity (PA) days focused on the topic, and many hours of meetings have been held with the union partners.

Masking protocol was discussed and administration responded to questions concerning hand sanitizer.

Superintendent Girardi continued with an overview of elementary and secondary staffing, noting that numbers were highly fluid:

<b>Elementary</b>	<b>Secondary</b>
<b><i>Additional Staffing</i></b> 1% Budget Allocation – 30 teachers FTE from Contract Negotiations – 10.4 teachers Preparation Time Reallocation – 13.00 teachers Additional Ministry Funding – 7 teachers	<b><i>Additional Sections Allocated to the System</i></b> From Negotiations (Supports for Students Fund) -5 FTE (30 sections) From Utilizing Reserves -10 FTE (60 sections) From Federal Funding Announcement -2 FTE (12 sections)
<b><i>Onsite Schools, September Staffing Allocation</i></b>	<b><i>Onsite Schools, September Staffing Allocation</i></b>
JK/SK: 21.45 Grades 1-3 Average 19.3	635.742 FTE (3814 Sections) Onsite Average Class Size 18.80

Grades 4-8 Average	22.88	Number of Students	6,921.49
Overall Average Class Size	21.64		
Number of Students	18,892		
<b>Virtual School</b>		<b>Virtual School</b>	
Number of Students	4,299	Number of Students	1,664
Average Class Size	26.7	Average Class Size	27

Administration responded to trustee questions of clarification.

Superintendent Arnew acknowledged the hard work and dedication of staff in the purchasing department and reported that throughout the late spring and summer 2020, Kawartha Pine Ridge District School Board (KPR) purchasing staff have been working to source and distribute personal protective equipment (PPE) and cleaning supplies for our schools, education centre staff and transportation operators. Much of this was initiated prior to any subsequent Ministry funding or supply chain announcements and throughout the month of August, several developments occurred with respect to funding and support. These included Ministry of Education B Memoranda concerning transportation, ventilation, federal funding, additional provincial investments, and Ministry of Government Services (MGS) support for procurement of vital PPE and sanitizing products for schools and bus operators.

Superintendent Arnew reported that there was not a favourable start up with respect to transportation as one bus operator, First Student Canada, was unable service 37 routes due to a bus driver shortage. Various factors contributing to the shortage were discussed. Student Transportation Services of Central Ontario (STSCO) has been working with First Student Canada head office and is hopeful that a resolution will be reached over the weekend. STSCO is also discussing the option of other providers possibly absorbing routes, or as an alternative changing bell times and utilizing double runs to make use of existing equipment and drivers.

It was,

Moved by: Trustee Klassen Jeninga

Seconded by: Trustee Brown

**That the Resource Committee meeting be extended (9:02 p.m.).**

**CARRIED**

Superintendent Arnew informed the committee that while KPR has received additional funds from the Ministry, subsequent to contract negotiations, budgeted transportation expenses already exceed revenue by approximately \$1M.

Discussion concerning the bus driver shortage experienced throughout the province and the policy limitations concerning the total number of bus routes any one company can operate continued.

It was,

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

**That the Pandemic Purchasing, Supply and Transportation Update Report, dated September 16, 2020, be received for information.**

**CARRIED**

Capital Priorities Update

Superintendent Arnew informed the committee that based on a request issued by the Ministry of Education on July 22, 2019 through Memorandum 2019: B17, KPR submitted one detailed request for a new \$14,000,000, 562 pupil space Kindergarten to Grade 8 school with a four room childcare facility on our Northglen Boulevard property in Clarington, ON. On July 23, 2020, the Ministry of Education published the provincial list of capital priorities awards and the KPR submission was not listed. Subsequent debrief with our capital analyst at the Ministry confirmed we did not receive our school. During the debrief with Ministry staff, the rationale given was that other submissions were deemed higher priority, and there were 45 projects (30 schools and 15 additions) awarded totaling approximately \$500M. Ministry staff indicated that roughly \$3B in requests had been submitted. Superintendent Arnew informed the committee that the case would be resubmitted at the first opportunity and thanked trustees for all their hard work behind the scenes to advocate on behalf of KPR students.

It was,

Moved by: Trustee Ojeda  
Seconded by: Trustee Kitney

**That the Capital Priorities Update Report, dated September 16, 2020, be received for information.**

**CARRIED**

Committee Chairperson A. Lloyd noted that the next meeting of the Resource Committee would take place on October 7, 2020, and commended KPR staff on the work being done in these unprecedented times.

ADJOURNMENT

It was,

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

**That the Resource Committee meeting be adjourned (9:17 p.m.).**

**CARRIED**

Angela Lloyd  
Committee Chairperson  
September 16, 2020

KAWARTHA PINE RIDGE DISTRICT SCHOOL BOARD

TO: Resource Committee

TOPIC: **Banking Services Contract Extension**

INITIATOR: Chris Arnew, Superintendent, Business and Corporate Services

**BACKGROUND**

1. At the November 26, 2015 Board meeting, the Royal Bank of Canada was appointed as the Banker for Kawartha Pine Ridge District School Board (KPR), for a five-year period commencing January 1, 2016.
2. The current Banking Services Agreement expires on December 31, 2020.

**STATUS**

3. Several factors are impeding a successful Request for Proposal (RFP) process for a new Banking Services Agreement to be awarded and in place for January 1, 2021. These include:
  - the current climate as a result of COVID-19
  - the scheduled transition to a new Enterprise Resource Planning system that had a proposed implementation date of January 2021
4. Administration would also like to align the new banking services agreement with the school bank year-end (July 31) in order that any potential transition, which would be quite involved, would not adversely impact our schools.
5. The contract with Royal Bank of Canada as the Banker for KPR can be extended until July 31, 2021.
6. A competitive RFP bid process will be issued this winter, and administration will bring a report to the Resource Committee on March 3, 2021 for approval of the successful vendor, with a contract to take effect on August 1, 2021.

**RECOMMENDATION**

1. That the Banking Services contract extension to July 31, 2021 with Royal Bank of Canada be approved.

Chris Arnew  
Superintendent, Business and Corporate Services