



Office of the Director

Jim McCuaig Education Centre
2135 Sills Street Thunder Bay ON P7E 5T2
Telephone (807) 625-5131 Fax (807) 622-0961

STANDING COMMITTEE
Tuesday, February 9, 2021
Virtual via Microsoft Teams

Ian MacRae
Director of Education

Trudy Tuchenhagen
Chair

AGENDA

PUBLIC SESSION
7:30 p.m. – in the Board Room

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order		
2. Disclosure of Conflict of Interest		
3. Approval of the Agenda		
4. Resolve into Committee of the Whole – Closed Session		
5. COMMITTEE OF THE WHOLE - Closed Session – 6:35 p.m. (SEE ATTACHED AGENDA)		
6. Land Acknowledgement		
7. Delegations/Presentations		
8. Approval of Minutes		
8.1 Standing Committee Meeting - January 12, 2021	T. Tuchenhagen	1-3
9. Business Arising from the Minutes		

Trustees (Chair and Vice-Chair) and presenters of reports will be available for comment after the Board Meeting.

Resource
Person Pages

MATTERS NOT REQUIRING A DECISION:

- | | | | |
|------|--|----------------|--------|
| 10. | Information Reports | | |
| 10.1 | Information Technology Report (013-21) | AJ Keene | 4-6 |
| 10.2 | COVID-19 General Update | I. MacRae | Verbal |
| 10.3 | Parent Involvement Committee Meeting Minutes
- November 16, 2020 | I. MacRae | 7-9 |
| 10.4 | Special Education Advisory Committee Meeting
Minutes – December 9, 2020 | M. Probizanski | 10-13 |
| 11. | First Reports | | |

MATTERS FOR DECISION:

- | | | | |
|------|---|----------------|-------|
| 12. | Postponed Reports | | |
| 13. | Ad Hoc and Special Committee Reports | | |
| 14. | New Reports | | |
| 14.1 | School Year Calendar 2021-2022 (017-21) | M. Probizanski | 14-18 |

It is recommended that Lakehead District School Board:

1. *Approve the proposed 2021-2022 elementary school year calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 017-21.*
2. *Approve the proposed 2021-2022 secondary school year calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 017-21.*

- | | | | |
|------|--|----------------|-------|
| 14.2 | Policy Review – 4020 Alternative Schools (018 -21) | M. Probizanski | 19-24 |
|------|--|----------------|-------|

It is recommended that Lakehead District School Board approve 4020 - Alternative Schools Policy, Appendix A to Report No. 018-21.

Trustees (Chair and Vice-Chair) and presenters of reports will be available
for comment after the Board Meeting.

LAKEHEAD DISTRICT SCHOOL BOARD

15. New Business
16. Notices of Motion
17. Information and Inquiries
18. Adjournment

Trustees (Chair and Vice-Chair) and presenters of reports will be available
for comment after the Board Meeting.

LAKEHEAD DISTRICT SCHOOL BOARD



Office of the Director

Jim McCuaig Education Centre
2135 Sills Street Thunder Bay ON P7E 5T2
Telephone (807) 625-5131 Fax (807) 622-0961

STANDING COMMITTEE
Tuesday, February 9, 2021
Virtual via Microsoft Teams

Ian MacRae
Director of Education

Trudy Tuchenhagen
Chair

AGENDA

COMMITTEE OF THE WHOLE – Closed Session
6:35 p.m. – via Microsoft Teams

	<u>Resource Person</u>	<u>Pages</u>
5.1 Approval of Committee of the Whole - Closed Session Minutes		
5.1.1 Standing Committee Meeting - January 12, 2021	T. Tuchenhagen	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Legal Matters	I. MacRae/ M. Probizanski	Verbal
5.4 Information and Inquiries		
5.5 Rise and Ask Leave to Sit in Public Session		

Trustees (Chair and Vice-Chair) and presenters of reports will be available
for comment after the Board Meeting.

LAKEHEAD DISTRICT SCHOOL BOARD

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF STANDING COMMITTEE

Virtual
Via Microsoft Teams

2021 JAN 12
7:30 p.m.

TRUSTEES PRESENT:

Trudy Tuchenhagen (Chair)
Marg Arnone
Ellen Chambers
Sue Doughty-Smith
Ron Oikonen

George Saarinen
Ryan Sitch
Scottie Wemigwans
Simran Talpade (Student Trustee)
Keira Essex (Indigenous Student Trustee)

TRUSTEE ABSENT, WITH REGRET:

Deborah Massaro

SENIOR ADMINISTRATION:

Ian MacRae, Director of Education
Michelle Probizanski, Superintendent of Education
AJ Keene, Superintendent of Education
Kirsti Alaksa, Superintendent of Business

FEDERATION/UNION REPRESENTATIVES:

Dave Covello, Managers

PUBLIC SESSION:

1. Approval of Agenda

Moved by Trustee Saarinen

Seconded by Trustee Arnone

"THAT the Agenda for Standing Committee Meeting, January 12, 2021, be approved."

CARRIED

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Doughty-Smith

Seconded by Trustee Chambers

“THAT we resolve into Committee of the Whole – Closed Session with Trustee Tuchenhagen in the chair to consider the following:

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *November 10, 2021*
- *Legal Matter*

and that this meeting shall not be open to the public pursuant to Section 207 (2) of the Education Act as amended.”

CARRIED

COMMITTEE OF THE WHOLE – CLOSED SESSION:

3. Committee of the Whole – Closed Session items were dealt with in their entirety.

PUBLIC SESSION:

4. Confirmation of Minutes

Moved by Trustee Saarinen

Seconded by Trustee Sitch

“THAT the Standing Committee approve the Minutes of the Standing Committee Meeting, November 10, 2020.”

CARRIED

MATTERS NOT FOR DECISION:

5. Health and Safety Semi-Annual Report (010-21)

Kirsti Alaksa, Superintendent of Business, introduced Kyle Ulvang, Health and Safety Officer, who presented the report. All trustees' questions were addressed.

6. Early Learning Report (011-21)

AJ Keene, Superintendent of Education, introduced Eric Fredrickson, Principal of Program and Early Years, who presented the report. All trustees' questions were addressed.

7. COVID-19 General Update

Ian MacRae, Director of Education, provided an update on current COVID-19 related matters affecting Lakehead District School Board. Ian MacRae, Director of Education, introduced AJ Keene, Superintendent of Education, who provided additional information. All trustees' questions were addressed.

8. Aboriginal Education Advisory Committee Meeting Minutes – November 5, 2020

AJ Keene, Superintendent of Education, presented the November 5, 2020 minutes for information.

9. Special Education Advisory Committee Meeting Minutes – October 21, 2020

Michelle Probizanski, Superintendent of Education, presented the October 21, 2020 minutes for information.

10. Special Education Advisory Committee Meeting Minutes – November 18, 2020

Michelle Probizanski, Superintendent of Education, presented the November 18, 2020 minutes for information.

MATTERS FOR DECISION:

11. Information and Inquiries

11.1 Trustee Saarinen reported that the Special Education Advisory Committee organized a three-night speaker series.

11.2 Superintendent Probizanski provided information on the hybrid model that would be instituted for secondary students in the 3rd and 4th quadmesters. All trustees' questions were addressed.

11.3 Trustee Chambers reported that the Ministry teleconferences with school board chairs will continue until the end of the school year.

12. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Arnone

"THAT we do now adjourn at 8:46 p.m."

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD
OFFICE OF THE DIRECTOR OF EDUCATION

2021 FEB 09
Report No. 013-21

TO THE CHAIR AND MEMBERS OF
THE STANDING COMMITTEE – Public Session

RE: INFORMATION TECHNOLOGY - UPDATE

1. Background

Information and communications technologies are changing the world in which students live and changing teaching and learning in schools. The Board's Information Technology Plan was implemented over the last seven years and has included more than \$6.5 million investment in infrastructure, training and devices. Some of the goals of this plan were to:

- enhance internet and wireless connectivity in all schools;
- upgrade server and switch technology;
- expand connectivity at all sites to include fibre connections (except Bernier Stokes) – Armstrong's fibre connection is in progress - to be completed by April;
- provided online tools such as Edsby, SeeSaw and Microsoft Teams to improve the student and parent experience;
- improved cybersecurity – new firewalls and routers, offline backups, two factor authentications;
- completed deployment of hardware to ensure the following ratios:
 - Grades 1 to 3 – eight iPads per classroom;
 - Grades 4 to 6 – 10 Winbooks per classroom;
 - Grades 7 to 8 – 15 Winbooks per classroom;
 - Secondary – 10 Winbooks in every communications, social sciences, mathematics and science classroom; and
 - replaced SmartBoards that have aged out with Interactive Panels.

2. Situation

- 2.1 In order to continue to develop the use of technology to enhance student learning, the System Information Technology Committee, which consists of senior administration, school administration, teaching staff, Board managers and support staff, provides updates and renews the Information Technology Plan.
- 2.2 The pandemic and the need to provide teaching remotely has required the System Information Technology Committee to develop and rapidly implement a plan to include remote and hybrid learning.

2.3 The remote and hybrid learning has presented several unique challenges for use of information and technologies. The Board's Information Technology Plan has been adjusted to meet these challenges. Some of these changes include:

- investing an additional \$500,000 to provide devices, connectivity for all students and staff so that they can participate in remote learning;
- staff training to support teaching in learning in online environments and the use of teaching strategies with online tools such as Microsoft Teams, Office, Seesaw and Edsby;
- providing cell network hotspots for connectivity to students in need or living in the rural areas;
- providing an additional \$50,000 in classroom technology to deliver a hybrid teaching environment for secondary teaching – these include second monitors, Bluetooth headsets, webcams, Wacom tablets, document cameras, and speakerphones;
- providing all staff and students access to their documents through the Cloud from anywhere using OneDrive;
- piloting one-to-one devices for students at McKellar Park Central Public School and Vance Chapman Public School;
- providing remote access using Virtual Desktop Infrastructure (VDI) for Board office staff; and
- daily device cleaning for student classroom devices.

2.4 Students who requested technology have been loaned WinBooks or iPads in order to participate in remote and hybrid learning:

- March 2020 devices distributed:
 - 550 devices for secondary students; and
 - 1170 for elementary students.
- September 2020 devices distributed:
 - 670 devices for secondary students for remote learning; and
 - 440 devices for elementary students who opted into virtual schooling.
- January 2021 devices distributed:
 - 1300 devices to elementary students for remote learning.

3. Next Steps

The next steps, with respect to Information and Communication Technology, include the following:

- implement training on tools and strategies to prepare for hybrid teaching and learning in secondary;
- continuing training and implementation of strategies, software and websites for communication and collaboration with students, parents and the community;
- continue to expand and support the use of the Lakehead Public Schools Online Library that allows students to enjoy over 2,000 eBooks and audiobooks on their computer or mobile devices; and

- survey and request feedback from students, guardians and staff to measure the impact of information technology initiatives from this year to inform teaching and learning practices when we return to prior learning models.

4. Conclusion

Student learning in Lakehead Public Schools is facilitated by skilled staff incorporating sound instructional practice in safe and caring learning environments. To prepare students for the global world, it is vital to develop and support pedagogy that leverages learning technologies to enhance student learning.

Maintaining a philosophy and practice of ensuring current and powerful technology in classrooms, in the hands of students, allows staff to implement the pedagogies needed to develop the skills our students need. The Information Technology Committee will continue to ensure our focus is on developing teacher practice and student competencies through resources, training and support.

Respectfully submitted,

NICK SACEVICH
Chair, Information Technology Committee

GINO RUSSO
Information Technology Resource Teacher

JOHN LOOVERE
Supervisor of Computer Services

DAVE COVELLO
Manager, Information Technology and Corporate Planning

ERIC FREDRICKSON
Principal of Program and Early Years

AJ KEENE
Superintendent of Education

KIRSTI ALAKSA
Superintendent of Business

IAN MACRAE
Director of Education

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF PARENT INVOLVEMENT COMMITTEE

Microsoft Teams

2020 NOV 16
6:30 p.m.

MEMBERS PRESENT:

Robin Cawlishaw
Shannon Jessiman-MacArthur
Ian MacRae
Julie Morin
Michael Otway

Trudy Tuchenhagen
Fred Van Elburg
Laura Walker

RESOURCE:

Judy Hill, Executive Assistant
Stephanie Rea, Communications Officer

MEMBERS ABSENT, WITH REGRET:

Chitra Jacob
Sharon Kanutski
Laura Prodanyk

GUESTS:

Keira Essex, Indigenous Student Trustee
Simran Talpade, Student Trustee

1. **Call to Order, Welcome and Introductions**

Director MacRae called the meeting to order and welcomed everyone.

2. **Disclosure of Conflict of Interest**

There were no disclosures of conflict of interest.

3. **Election of Parent Involvement Committee Chair**

Director MacRae called for nominations for chair of the Parent Involvement Committee. As no nominations were forthcoming, Director MacRae chaired the remainder of the meeting.

4. **Election of Parent Involvement Committee Vice Chair**

Director MacRae called for nominations for vice chair of the Parent Involvement Committee. There were no nominations forthcoming. Michael Otway, SEAC representative, expressed interest in the vice chair position in the New Year.

5. Director's Report

Director MacRae reported on the following:

- Student Census video was well done. Indigenous Student Trustee Keira Essex and Student Trustee Simran Talpade did an excellent job.
- Highlight of recent reports to the Board.
- Resignation of David Wright, Superintendent of Business.
- Appointment of Kirsti Alaksa, Superintendent of Business.
- Appointment of Stephanie Rea, Communications Officer.
- Covid-19 update.

Questions from the group were addressed.

6. Confirmation of Minutes – October 5, 2020

The minutes were approved by consensus.

7. PIC Representative on School Year Calendar Committee

Robin Cawlishaw volunteered to be the representative on the School Year Calendar Committee.

8. Aboriginal Education Advisory Committee (AEAC) and Special Education Advisory Committee (SEAC) Funding for 2020-2021

The Parent Involvement Committee agreed, by consensus, to fund AEAC and SEAC \$1,500.00 each for the purpose of parent engagement. Letters will be sent to AEAC and SEAC chairs advising of this decision and requesting a final report by the end of August 2021.

9. Draft PIC 2020-2021 Meeting Schedule

Director MacRae referred to the proposed 2020-2021 meeting schedule included in the package. The meeting schedule was approved by consensus.

10. Indigenous Student Trustee Update

Indigenous Student Trustee Essex provided a brief update on her work:

- participation in Student Census video;
- participation in the Board's Strategic Plan and Stakeholder Group Engagement session;
- working on equity projects; and
- student senates.

11. Student Trustee Update

Student Trustee Talpade provided an update on her work:

- participation in the Fall General Meeting of OSTA-AECO;
- student mentorship and student senate programs;
- participation in the Board's Strategic Plan and Stakeholder Group Engagement session; and
- participation in Student Census video.

12. Aboriginal Education Advisory Committee (AEAC) Report

Deferred to January 18, 2021 meeting.

13. Special Education Advisory Committee (SEAC) Report

Michael Otway, SEAC representative, reported on the following from the last SEAC meeting:

- working on having a community engagement online event with PIC in the Spring of 2021 – potential speakers are Dr. David Tranter, Dr. Mushquash , Dr. T. Cunningham, Jim Lees and Annie Kitters;
- creation of a new SEAC video; and
- asking school councils if they would like a presentation from SEAC.

14. Next Meeting

The next meeting will be held on Monday, January 18, 2021 at 6:30 p.m.

15. Adjournment

The meeting adjourned at 7:15 p.m.

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

2020 DEC 09

Jim McCuaig Education Centre
Thunder Bay, Ontario
VIA Microsoft Teams

MEMBERS PRESENT:

Liz Tod
Michelle Blackburn
Trustee Sue Doughty-Smith
Suzanne Posthumus
Anne Antenucci
Kelly Matyasovszky

Carey Murphy
Angela Hill
Trustee Marg Arnone
Wilma Kleynendorst
Tracy Paquette

OTHERS PRESENT:

Michelle Probizanski (acting Chair)
Ruth Ann Fay

Christine Jones

ABSENT WITH REGRETS:

Lesley Harding
Ashley Etienne
Mike Otway
Jennifer Bean

Miranda Myers
Student Trustee Talpade
Indigenous Student Trustee Essex

1. **Call to Order**

Superintendent of Education, Michelle Probizanski, called the meeting to order at 6:02 p.m.

2. **Election of Special Education Advisory Committee Chair**

Superintendent of Education, Michelle Probizanski, called for nominations for chair of the Special Education Advisory Committee. As no nominations were forthcoming, Superintendent Probizanski chaired the remainder of the meeting.

Election of Special Education Advisory Committee Vice Chair

Superintendent of Education, Michelle Probizanski, called for nominations for vice chair of the Special Education Advisory Committee. There were no nominations forthcoming.

3. **Welcome and Introductions**

Superintendent of Education, Michelle Probizanski, welcomed our new trustee representatives and new members from Autism Ontario.

4. Approval of the Agenda

Moved by Wilma Kleynendorst

Seconded by Liz Tod

“THAT the agenda for the December 9, 2020 SEAC meeting be approved as amended.”

CARRIED

5. Declarations of Conflict of Interest

There were no declarations of conflict of interest.

6. Presentations

Executive Secretary, Christine Jones, provided the Ontario Human Rights Commission Right to Read video. Recommendations are expected in the spring of 2021. Carey Murphy, Learning Disabilities Association of Ontario, advised the committee that Thunder Bay’s portion is on YouTube. Member’s questions were addressed.

7. Approval of the Minutes

Moved by Anne Antenucci

Seconded by Wilma Kleynendorst

“THAT the minutes of the November 18, 2020 SEAC meeting be approved.”

CARRIED

8. Business Arising From the Minutes

8.1 Community Engagement Online Event Update

Ruth Ann Fay, Acting Special Education Officer, provided an update of the online event. The three speakers that have confirmed are: Dr. Todd Cunningham on Learning Disabilities, Dr. Mushquash on Anxiety and Dr. Jim Lees on Social Media and its Effects. Speakers are scheduled to present the evenings of January 13, January 20, and January 27, 2021. The committee is working on advertising this event and the best way to present online.

8.2 SEAC Video Update

Ruth Ann Fay, Acting Special Education Officer, provided the video sub-committee update. The video will be focused on what SEAC is, how to get involved, and how SEAC help families. It was suggested that the video also be used for future Lakehead District School Board presentation purposes. The video sub-committee is looking for volunteers from SEAC to speak about their involvement of their role on SEAC and also Special Education families.

8.3 SEAC Presentations to School Council Update

Liz Tod, Learning Disabilities Association of Ontario, presented at the Annual Board Meeting and thanked members for their input to the SEAC presentation. Executive Secretary, Christine Jones, provided the updated SEAC school presentation schedule:

- Westgate Collegiate and Vocational Institute, December 14, 2020: Liz Tod and Ruth Ann Fay;
- Ecole Elsie MacGill Public School, December 15, 2020: Ruth Ann Fay and Angela Hill; and
- C.D. Howe Public School, January 13, 2021: Angela Hill and Michelle Blackburn.

9. Correspondence

Michelle Probizanski, Superintendent of Education, reviewed the correspondence from LDSB Parent Involvement Committee funding letter dated November 20, 2020, that was emailed by Christine Jones to the SEAC Committee members. This will be reflected at our next budget update.

10. New Business

10.1 Lakehead District School Board COVID-19 Update

Michelle Probizanski, Superintendent of Education, provided the committee with the current LDSB COVID-19 update, including Hammarskjold High School. The Thunder Bay District Health Unit had the cohort stay home for 14 days from last day of exposure. All students had to get a COVID-19 test and stay home for 14 days in addition to the bused students also having to isolate for 14 days. The Health Unit has been supportive with LDSB questions, providing advice and/or clarification. All staff currently wear medical grade masks, goggles and/or shields which provided the results of no staff having to self-isolate. We have approximately 900 students virtual, and 400 secondary students.

Members' questions were addressed.

11. Information/Inquires & Association Reports

Nothing to report.

12. SEAC Budget Update

Michelle Probizanski, Superintendent of Education, confirmed there was no change, except for Christmas committee gifts.

13. Board Update

Trustee Sue Doughty-Smith provided an update on the following:

- The Regular Board Meeting was held on November 24, 2020 and the 2020 Annual Board Meeting was held on December 1, 2020. The Annual Meeting included a variety of presentations such as the multi-year capital report that included incredible site photos of Kingfisher. An International Student presentation was also provided, in which an International Student speaker explained their COVID-19 restrictions of travelling home and having to spend 24 days in quarantine, but has since returned to Thunder Bay to finish his schooling.
- An update of the trustee elections: Ellen Chambers was re-elected chair and Trudy Tuchenhagen was re-elected vice chair of the Board. Marg Arnone was elected as member of the Coordinating Committee.
- Annual Board reports from the Parent Involvement Committee, Aboriginal Education Advisory Committee and the Special Education Advisory Committee.
- Reviewed approved policies on Equity and Inclusive Education and Research and Human Rights and Workplace Harassment.
- Appreciation extended to all SEAC Committee members.

14. Adjournment

Moved by Wilma Kleynendorst

“THAT we do now adjourn at 6:45 p.m.”

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2021 FEB 09
Report No. 017-21

TO THE CHAIR AND MEMBERS OF
THE STANDING COMMITTEE– Public Session

RE: SCHOOL YEAR CALENDAR 2021-2022

1. Background

- 1.1 Ministry of Education Regulation 304 requires that district school boards prepare, adopt and submit a proposed school year calendar to the Minister for the 2021-2022 school year by May 1, 2021.
- 1.2 If a proposed school year calendar is considered “modified” (that is, it consists of days outside of September 1, 2021 – June 30, 2022, or if the winter break or spring break differs from those proposed by the Ministry) the request for approval of a proposed modified calendar must be made to the Minister by March 1, 2021.
- 1.3 Regulation 304 indicates that the school year shall consist of a minimum of 194 school days, of which at least three days must be designated as professional activity (PA) days. In addition, the Board may designate up to four extra days as professional activity days. Criteria and topics for professional activity days are set out in PPM 151.
- 1.4 Professional activity days for elementary schools are referred to in the collective agreement. Two days are to be designated for the purpose of assessment and completion of report cards, one day each, prior to the first and second report card dates.
- 1.5 Regulation 304 allows up to ten exam days for secondary schools. Five exam days are traditionally allocated in each semester.

2. Situation

- 2.1 The School Year Calendar Committee is comprised of the following individuals who provided input on behalf of their constituent groups:

Mike Judge	LETO;
Nancy Nix	Lakehead Elementary Occasional Teachers;
Rich Seeley	OSSTF Teachers;
Kari Simpson	OSSTF Student Support Persons;
Shelley Crupi	OSSTF Early Childhood Educators;
Jennifer Godden	COPE;
Rod McGee	CUPE;
Robin Cawlishaw	Parent Involvement Committee;
Christy Radbourne	OPC (Elementary);
Donna Flaszka	OPC (Secondary); and
Ellen Chambers	Trustee.

- 2.2 The committee met on January 14, 2021, with the responsibility to provide input on a school year that best serves the educational needs of our students and is least disruptive to the community of Thunder Bay.

Discussion focused on the dates for school opening and closing, professional activity days, and the need to balance the instructional days between the two secondary school semesters and the elementary school terms. In addition, there was discussion regarding coordination of professional activity days and examination days between the three member boards of the Transportation Consortium (Thunder Bay Catholic District School Board, Lakehead Public Schools, Conseil Scolaire des Aurores boréales).

- 2.3 The School Year Calendar Committee intends to make all members of our school community and community-at-large aware of the proposed school year calendar through various modes of communication once approval is received from the Board of Trustees.
- 2.4 Each year, as is our practice, we consulted with the Thunder Bay Catholic District School Board and the Conseil Scolaire des Aurores boréales regarding their school year calendar.
- 2.5 Professional activity days devoted to provincial education priorities for elementary and secondary will be as follows:

Elementary Professional Activity Days
1. September 2, 2021
2. September 3 2021
3. October 22, 2021
4. November 19, 2021
5. January 28, 2022
6. March 4, 2022
7. June 10, 2022

Secondary Professional Activity Days
1. September 2, 2021
2. September 3, 2021
3. October 22, 2021
4. November 19, 2021
5. February 3, 2022
6. February 4, 2022
7. June 29, 2022

- 2.6 Proposed school year calendars for the 2021-2022 school year are attached.
- Elementary School Year Calendar - Appendix A
 - Secondary School Year Calendar - Appendix B

RECOMMENDATIONS

It is recommended that Lakehead District School Board:

1. Approve the proposed 2021-2022 elementary school year calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 017-21.
2. Approve the proposed 2021-2022 secondary school year calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 017-21.

Respectfully submitted,

MICHELLE PROBIZANSKI
Superintendent of Education

IAN MACRAE
Director of Education

2021-2022 ELEMENTARY

SEPTEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
		31	1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

JANUARY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23 30	24 31	25	26	27	28	29

MAY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

OCTOBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24 31	25	26	27	28	29	30

FEBRUARY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28					

JUNE 2022

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

NOVEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MARCH 2022

SUN	MON	TUE	WED	THU	FRI	SAT
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

First Day of School for Students
Tuesday, September 7, 2021

Holidays & Breaks *(Schools Closed)*

Labour Day September 6, 2021
Thanksgiving Day October 11, 2021
Family Day February 21, 2022
Good Friday April 15, 2022
Easter Monday April 18, 2022
Victoria Day May 23, 2022

Winter Break
December 20, 2021 - December 31, 2021

Spring Break
March 14 - 18, 2022

Professional Activity Day (PA Day)

(Students do not attend school)
Thursday, September 2, 2021
Friday, September 3, 2021
Friday, October 22, 2021
Friday, November 19, 2021
Friday, January 28, 2022
Friday, March 4, 2022
Friday, June 10, 2022

Final Day of School for Students
Wednesday, June 29, 2022

DECEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

APRIL 2022

SUN	MON	TUE	WED	THU	FRI	SAT
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



2021-2022 SECONDARY

SEPTEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
		31	1	2	3	4
5	6	7	8	9	10	11
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19	20	21	22	23	24	25
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OCTOBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
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NOVEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
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DECEMBER 2021

SUN	MON	TUE	WED	THU	FRI	SAT
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JANUARY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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FEBRUARY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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MARCH 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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APRIL 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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MAY 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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JUNE 2022

SUN	MON	TUE	WED	THU	FRI	SAT
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19	20	21	22	23	24	25
26	27	28	29	30		

- **First Day of School for Students**
Tuesday, September 7, 2021
- Holidays & Breaks** *(Schools Closed)*
 - Labour Day** September 6, 2021
 - Thanksgiving Day** October 11, 2021
 - Family Day** February 21, 2022
 - Good Friday** April 15, 2022
 - Easter Monday** April 18, 2022
 - Victoria Day** May 23, 2022
 - Winter Break** December 20, 2021 - December 31, 2021
 - Spring Break** March 14 - 18, 2022
- **First Day of Semester 2**
Monday, February 7, 2021
- **Professional Activity Day (PA Day)**
(Students do not attend school)
 - Thursday, September 2, 2021
 - Friday, September 3, 2021
 - Friday, October 22, 2021
 - Friday, November 28, 2021
 - Thursday, February 3, 2022
 - Friday, February 4, 2022
 - Wednesday, June 29, 2022
- Examination Period**
 - January 27, 28 & 31, 2022
 - February 1 & 2, 2022
 - June 22, 23, 24, 27 & 28, 2022
- **Final Day of School for Students**
Thursday, June 29, 2022

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2021 FEB 09
Report No. 018-21

TO THE CHAIR AND MEMBERS OF
THE STANDING COMMITTEE – Public Session

RE: POLICY REVIEW – 4020 ALTERNATIVE SCHOOLS

1. Background

- 1.1 It is the policy of Lakehead District School Board that policies will be developed or reviewed in accordance with Policy Development and Review Policy 2010.
- 1.2 Policy 4020 - Alternative Schools was created on September 25, 2012.
- 1.3 At the June 9, 2020 Standing Committee Meeting, 4020 - Alternative Schools Policy was approved for review during the 2020-2021 school year as part of the policy development and review cycle, to ensure alignment with legislation.
- 1.4 On December 2, 2020, the draft policy and procedures were posted on the Board's website and distributed to constituent groups for review and comment with input to be received by January 20, 2021. There was no input received.

2. Situation

- 2.1 Administration has concluded its review of the existing policy and there are no changes to the policy.
- 2.1 The policy is attached as Appendix A and the procedures as Appendix B.
- 2.3 Upon final approval, the policy will be distributed according to Board procedures.

RECOMMENDATION

It is recommended that Lakehead District School Board approve 4020 - Alternative Schools Policy, Appendix A to Report No. 018-21.

Respectfully submitted,

MICHELLE PROBIZANSKI
Superintendent of Education

KIRSTI ALAKSA
Superintendent of Business

IAN MACRAE
Director of Education

CURRICULUM AND INSTRUCTION**4000****DRAFT – February 9, 2021****ALTERNATIVE SCHOOLS POLICY****4020**1. Rationale

Lakehead District School Board is committed to offering specialized system programs that allow for a variety of pathways and choices for students. Lakehead District School Board recognizes and values the unique contributions of students, parents/guardians and staff, and encourages parent/guardian and community involvement.

2. Policy

It is the policy of Lakehead District School Board that all requests for the establishment of an alternative school will be guided by the Alternative Schools Policy and Procedures 4020. Lakehead District School Board programs shall comply with the Education Act and regulations, and Ministry of Education guidelines, as well as all Lakehead District School Board policies and practices.

3. Guidelines

- 3.1 The location of all alternative schools will be at the discretion of Lakehead District School Board.
- 3.2 Alternative schools will be supervised by an existing Lakehead District School Board administrator and housed as part of an existing school.
- 3.3 Alternative schools must follow all collective agreement obligations.
- 3.4 All education programs must meet Lakehead District School Board's student achievement and accountability expectations.
- 3.5 The program delivery and learning outcomes of the Alternative school must be significantly different than program and learning outcomes that are currently available.

4. Review

This policy shall be reviewed in accordance with Policy Development and Review Policy 2010.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
Alternative Schools Procedures	September 25, 2012	
<u>Reference</u>	<u>Date Revised</u>	
Toronto DSB Alternative Schools Policy		

CURRICULUM AND INSTRUCTION**4000****DRAFT – February 9, 2021****ALTERNATIVE SCHOOLS PROCEDURES****4020**1. Objective

To provide guidelines for the administration and establishment of alternative schools.

2. Definitions

2.1 Alternative School

Alternative schools are recognized schools with unique MIDENT numbers that offer specialized programs that are unique in pedagogy and have staff involvement and strong parental/guardian and/or student involvement; environments vary and provide an educational experience suited to individual learning styles/preferences and/or needs.

2.2 Alternative Program

A system program established to respond to unique student needs. Students must meet the criteria outlined for the program and participate in an intake or application process.

2.3 Alternative Schools Review Committee (ASRC)

Lakehead District School Board may establish an Alternative Schools Review Committee comprised of:

- superintendent of education;
- superintendent of usiness or designate;
- two administrators (one elementary and one secondary); and
- additional staff as required.

The ASRC will evaluate alternative schools proposals and make recommendations to the Board.

2.4 New Alternative School Committee

The superintendent of education may establish a new Alternative School Committee to facilitate the establishment of a new alternative school. The committee will include:

- superintendent of education;
- principal;
- program staff;
- school council representative; and
- member from the proposal group.

CURRICULUM AND INSTRUCTION**4000****DRAFT – February 9, 2021****ALTERNATIVE SCHOOLS PROCEDURES****4020**3. Policy

It is the policy of Lakehead District School Board that all requests for the establishment of alternative schools will be guided by the Alternative Schools Policy and Procedures 4020. Lakehead District School Board programs shall comply with the Education Act and regulations, and Ministry of Education guidelines, as well as all Lakehead District School Board policies and practices.

4. Process for Proposed New Alternative Schools

4.1 Community requests for alternative schools will be initiated by constituents submitting a formal “Letter of Intent” to the superintendent responsible for alternative education or designate by May 30 prior to submitting a proposal on September 30. The Letter of Intent will include:

- primary contact name, address and phone number;
- list of the individuals submitting a proposal;
- brief overview of the philosophy, mission and values of the proposed school; and
- benefits to students.

4.2 Following the “Letter of Intent”, a completed proposal must be submitted to the superintendent responsible for alternative education or designate by September 30.

The proposal must include:

- school objectives;
- educational philosophy, mission and values;
- proposed curriculum and program;
- parent/constituent expectations;
- resources and required budget; and
- a list of students who wish to formally register for the new school including names, addresses, telephone numbers, email addresses, and current schools, if any.

All inquiries regarding the proposal process are to be directed to the superintendent responsible for alternative education or designate.

CURRICULUM AND INSTRUCTION**4000****DRAFT – February 9, 2021****ALTERNATIVE SCHOOLS PROCEDURES****4020**

- 4.3 Upon receipt of the completed proposal, the superintendent responsible for alternative education or designate may convene an Alternative Schools Review Committee (ASRC) including:

- superintendent of education;
- superintendent of business or designate;
- two administrators (one elementary and one secondary);
- program staff; and
- facilities staff.

The ASRC will discuss the viability of the proposal and identify any additional information required.

The superintendent of education responsible for alternative education or designate will chair the Alternative Schools Review Committee summarizing the results of the viability of the new alternative school proposal. These results may include:

- a request to have additional issues addressed;
- a recommendation to the Board to proceed with a feasibility study; and/or
- a reason(s) why the proposal is not deemed viable.

The superintendent of education responsible for alternative education or designate will deliver the ASRC's report to the director of education.

- 4.4 The Board may request that the ASRC convene a feasibility study which shall include an in depth analysis of:

- enrolment projections;
- program;
- facility needs;
- personnel;
- financial impact; and
- sustainability.

At each stage of the feasibility process, the request may be:

- approved;
- referred back for further information; and/or
- formally rejected.

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DRAFT – February 9, 2021	
ALTERNATIVE SCHOOLS PROCEDURES	4020

5. Successful Proposals

Following Board approval:

- 5.1 The new school becomes the responsibility of a superintendent of education. The superintendent of education will convene a new Alternative School Committee to facilitate the establishment of the new school.
- 5.2 An updated list of students who wish to formally register for the new school including names, addresses, telephone numbers, email addresses and current schools, if any, will be submitted monthly until the end of June of the school year preceding the start-up school year for the new alternative school.

6. Reporting Requirements

- 6.1 Each year, the superintendent responsible for the alternative school will deliver a report to the director of education. This report will include the following:
 - enrolment projections;
 - program; and
 - financial impact.
- 6.2 At least once every five years the principal of the alternative school will invite their school community to a meeting to review, revise and/or reaffirm their school’s philosophy, mission and values statement.
- 6.3 An up-to-date copy of each alternative school’s philosophy and mission and values statement will reside within the office of the superintendent of education responsible for alternative education or designate.

7. Review

These procedures shall be reviewed in accordance with Policy Development and Review Policy 2010.

<u>Cross Reference</u>	<u>Date Received</u>	<u>Legal Reference</u>
Alternative Schools Policy	<u>September 25, 2012</u>	
<u>Reference</u>	<u>Date Revised</u>	
Toronto DSB Alternative Schools Operational Procedure		