



Office of the Director

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

REGULAR BOARD MEETING NO. 8

Tuesday, April 23, 2013

Jim McCuaig Education Centre

Catherine Siemieniuk
Director of Education

Deborah Massaro
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 – 6:30 p.m. (SEE ATTACHED AGENDA)		
6.	Report of Committee of the Whole – Closed Session		
7.	Delegations/Presentations		
7.1	Thunder Bay Children's Charter	L. Prodanyk	Verbal
7.2	Westmount Public School - <i>Nutritional Program and Building Community</i>	S. Pharand	1-5
8.	Confirmation of Minutes		
8.1	Regular Board Meeting No. 7 - March 26, 2013	D. Massaro	6-10
9.	Business Arising from the Minutes		

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

LAKEHEAD DISTRICT SCHOOL BOARD

Resource
Person Pages

MATTERS NOT REQUIRING A DECISION:

- | | | | |
|------|--|--------------------------|---------|
| 10. | Information Reports | | |
| 10.1 | Ontario Public School Boards' Association (OPSBA) Report | G. Saarinen | Verbal |
| 10.2 | Student Trustee Report | R. Kendrick | Handout |
| 10.3 | Student Success (044-13) | I. MacRae/
S. Pharand | 11-13 |
| 11. | First Reports | | |

MATTERS FOR DECISION:

- | | | | |
|------|---|-----------|-------|
| 12. | Postponed Reports | | |
| 13. | Recommendations from the Standing Committee (042-13) | K. Wilson | 14-16 |
| 13.1 | Appointment to the 2012-2013 Parent Involvement Committee (038-13) | | |
| | <i>It is recommended that Lakehead District School Board approve the appointment of David Isherwood as Alternate Principal representative on the 2012-2013 Parent Involvement Committee for the term April 23 to November 14, 2013.</i> | | |
| 13.2 | Policy Review 7030 Harassment and Human Rights Policy (039-13) | | |
| | <i>It is recommended that Lakehead District School Board approve 7030 Harassment and Human Rights policy, Appendix A to Report No. 042-13.</i> | | |
| 14. | Ad Hoc and Special Committee Reports | | |
| 15. | New Reports | | |
| 16. | New Business | | |
| 17. | Notices of Motion | | |
| 18. | Information and Inquiries | | |
| 19. | Adjournment | | |

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

LAKEHEAD DISTRICT SCHOOL BOARD



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REGULAR BOARD MEETING NO. 8

Tuesday, April 23, 2013

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AGENDA

COMMITTEE OF THE WHOLE – Closed Session

6:30 P.M. – in the Sibley Room

	<u>Resource Person</u>	<u>Pages</u>
5.1 Confirmation of Committee of the Whole - Closed Session Minutes		
5.1.1 Regular Board Meeting No. 7 - March 26, 2013	D. Massaro	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Negotiations	I. MacRae	Verbal
5.4 Information and Inquiries		
5.5 Rise and Report Progress		

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

LAKEHEAD DISTRICT SCHOOL BOARD



CELEBRATING STUDENT ACHIEVEMENT

School: Westmount Public School

Title of Initiative: Nutritional Program and Building Community

Components of Initiative	School's Details
<p>1. Description of the nature of the initiative to improve student achievement</p>	<p>As a school, we are involved in many activities that focus on Character Education. These activities include: monthly Character Education assemblies, student leadership opportunities through student council, daily school pledge, Restorative Practice, read alouds that support 5 Character Education Traits, guest speakers and regular classroom discussions.</p> <p>In the past, the Neighbourhood Capacity Building Youth Worker, ordered, prepared and served the lunch program at our school. The lunch program was funded by the Red Cross.</p> <p>Unfortunately this year, we no longer have the Neighbourhood Capacity Building Program or Youth Worker. The lunch program is still greatly needed and therefore the Red Cross saw the need to still fund the program but it is up to the school to coordinate. At the beginning of the year, we canvassed for parent volunteers and were unable to get any for the time frame needed each day. As an Administrative Team we were attempting to do it ourselves and it was our Student Council Executive that came forward and stated, "How can we help make the lunch program work?"</p>
<p>2. Rationale for selecting the initiative</p>	<p>When the Student Council came forward to help us we initially thought they would assist with the distribution of the food and it would build on their leadership skills. It became so much more. Our Nutrition Program became a project that helped to Build our School Community even stronger.</p> <p>We are always looking for ways to bring the entire school together for projects. We do not have a facility in our building to bring our entire school population together, however, this project has allowed our entire school</p>

Components of Initiative	School's Details
	community to work together, see each other each day, respect each other's needs and allow leadership skills to flourish.
3. Intended outcomes of the initiative related to improved student achievement	<p>Under the leadership of the Student Council, the many parts of the Nutritional Program have been coordinated and are now under one umbrella.</p> <p>In the beginning, we predicted that the overall program would assist students build on their:</p> <ul style="list-style-type: none"> -leadership skills -responsibility -empathy for their peers that rely on the nutritional program -communication skills with peers and adults -organizational skills -numeracy skills when planning budgets and purchasing <p>Overall, the Nutrition Program would give the students the nutrition to be successful and energized for the day.</p>
1. Description of the data used	<p>There are many forms of data used throughout this project. There is the daily tracking data of how many students use the program. There are monthly reports that are required by the Red Cross that give more details into the program participants, volunteer hours, store receipts and menu submissions.</p> <p>This accurate record keeping persuaded the Red Cross to give ADDITIONAL funds for a new morning nutritional break snack program. Also, the participation stats were so high each month that the Red Cross bought the school an industrial size toaster!</p> <p>Note: \$1511.00 was given to Westmount from the Red Cross for the lunch program. As of April 3rd, the funds have been used and the school will now have to supplement the program. \$600.00 was given to the school for the Morning Nutritional Break program. As of April 3rd, the funds have been used and the school will now have to supplement the program.</p> <p>As well as the above stated data, administration has observational and anecdotal evidence of the effectiveness of the program. Also, each month we ask for student volunteers. This number has increased each month. We also</p>

Components of Initiative	School's Details
	<p>have NO EXCUSE for anyone to be without some sort of nutrition during any part of their day! We ensure that the cupboard is always full.</p>
<p>2. Brief description of the significant activities or strategies involved with the initiative</p>	<p>The Nutritional Program has turned into so much more than it was initially intended. It has become a Building Community Program. The following is a list of the parts of the program. All the parts are like bricks and they support the community of Westmount!</p> <ul style="list-style-type: none"> -Morning Snack Program-food prepared and served by the students in the Special Needs Class (supported by rotating members of Student council Gr. 4-8) -Lunch Program Led by Student council Students plan the menu, make the shopping lists, purchase the food on field trips with administration, prepare the food and deliver it at lunch time to students. They also prepare the rotating schedule of student volunteers that assist the Morning Snack Program with Special Needs and the Lunch Program. They also keep the daily tracking sheet records up to date. -Educational Assistant assists with distributing food in the morning before school from the fridge to the special needs class for snacks -Lunch room supervisors volunteer on Wednesday and Friday for BAGEL Day. They assist and toast the bagels a half hour before their lunch supervision shift! -Staff members are aware that the fridge and cupboards are stocked. They know that if at ANY time of the day a child is in need of food that they go on their own to get the food. -Administration assists with buying of food and making monthly reports to the Red Cross. -Milk Program is organized by the Grade Six Classes and they keep records of daily sales. -Recycling Team is busier due to the increase in the lunch program participants. These students collect the juice boxes used in the program.
<p>3. One or two highlights of the above activities</p>	<p>As we have a variety of students volunteering to help and some of them are also participants</p>

Components of Initiative	School's Details
	<p>in the program, we have witnessed a decrease in the stigma involved in the program by more participation and ZERO complaints to administration about a student being centered out negatively for using the program.</p> <p>The profile of our Special Needs students in our building has increased. Students have always been integrated and part of the community HOWEVER they are now seen as leaders for preparing and delivering the morning snack program. Their communication skills have increased because they have to talk to a variety of people within the building each day.</p>
7. Description of any unexpected results or “moments of serendipity” related to the initiative	We always knew it but needed to be reminded of the power our students have when they work collectively together! New leaders emerged from this activity and new friendships continue to be made each day. The relationships made within the program spill out to the school yard. As adults, we are reminded that we can't do it all and that when you hand over a task to a motivated group of young people it can become so much more.
8. Description of one or two interesting findings that would be useful or helpful to other schools	As stated above...let your student leaders be leaders! With a little guidance and modelling, these students have decreased the adults work load and increased the feeling of community in the school!
9. Identification of one or two noteworthy hurdles or stumbling-blocks	It is important to learn the many food guidelines provided by the Red Cross. As we don't have a lot of time to prepare items outside of the recess time, our menu is limited. We always struggle with being creative to present a variety of foods and to keep students engaged in the program.
10. Next steps in pursuing the initiative	We are pursuing new food choices and we will need to have a safe handling food course for our volunteers.
11. Lessons learned about the school's efforts to improve student achievement	We now have students being fed twice a day at school if needed and we are attempting to eliminate any child being occupied on their grumbling stomach so that they can focus on their learning. We have noticed a significant impact with some of our students that struggle with behavioural outbursts. They have more success when they have access to food throughout the day. They focus on their learning and make the environment for others better. Special Needs students have their IEP (Individual Education Program) goals met as

Components of Initiative	School's Details
	<p>they are participating in a true life skill program which gives them talents that can be transferred outside of the school setting.</p> <p>Healthy Living has always been promoted at Westmount through physical education programs and Health Living Activities. However, the final piece of nutrition is now in the fore front. Our students are being exposed to healthy foods and in some cases new foods. They enjoy it at school and we have heard that they ask for it at home! English Cucumbers were one of our biggest hits!</p> <p>Overall, students are showing engagement outside of their classroom in a variety of roles that assist the Nutrition Program. They are taking more ownership in the Westmount Family. Food brings people together. Food has brought our school together for a common goal and strengthened our school community.</p>

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF REGULAR BOARD MEETING NO. 7

Board Room
Jim McCuaig Education Centre

2013 MAR 26

TRUSTEES PRESENT:

Deborah Massaro (Chair)
Karen Wilson (Vice Chair)
Marg Arnone

Pat Johansen
Jack Playford
George Saarinen
Rheanna Kendrick (Student Trustee)

TRUSTEES ABSENT, WITH REGRET:

Lori Lukinuk
Ron Oikonen

SENIOR ADMINISTRATION:

Catherine Siemieniuk, Director of Education
Colleen Kappel, Superintendent of Education
Sherril-Lynne Pharand, Superintendent of Education
David Wright, Superintendent of Business

FEDERATION/UNION REPRESENTATIVES:

Jeff Upton, Lakehead OPC
Linda Karlstedt, Lakehead Principals/Vice Principals
Vicki Shannon, Lakehead Principals/Vice Principals

PUBLIC SESSION:

1. **Approval of Agenda**

Moved by Trustee Wilson

Seconded by Trustee Arnone

“THAT the Agenda for Regular Board Meeting No. 7, March 26, 2013 be approved.”

CARRIED

2. **Resolve Into Committee of the Whole – Closed Session**

Moved by Trustee Saarinen

Seconded by Trustee Playford

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

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *Regular Board Meeting No. 6*
 - *February 26, 2013*

- *Negotiations*

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. Report of Committee of the Whole – Closed Session

Moved by Trustee Saarinen

Seconded by Trustee Johansen

“THAT the Report of the Regular Board – Committee of the Whole – Closed Session be adopted with the following recommendations therein:

‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Regular Board Meeting No. 6, February, 26, 2013.’”

CARRIED

5. Connected by Character at Five Mile Public School

Colleen Kappel, Superintendent of Education, introduced Angelina Tassone-Vogrig, Principal of Five Mile Public School. Ms. Tassone-Vogrig introduced Carly, Grade 7 student, who presented information regarding *Connected by Character at Five Mile Public School*. Trustees enjoyed a performance by Five Mile Harmony. All Trustees’ questions were addressed.

6. Confirmation of Minutes

Moved by Trustee Wilson

Seconded by Trustee Johansen

“THAT Lakehead District School Board approve the Minutes of Regular Board Meeting No. 6, February 26, 2013.”

CARRIED

MATTERS NOT REQUIRING A DECISION:

7. Ontario Public School Boards’ Association (OPSBA) Report

Trustee Saarinen, Ontario Public School Boards’ Association Director and voting delegate, informed the Board that the next OPSBA Board of Directors meetings will take place on April 26 and 27.

8. Student Trustee Report

Rheanna Kendrick, Student Trustee, provided a handout as her report. Items addressed included: secondary school activities, 2013-2014 Student Trustee selection process, and Student Council elections. All Trustees' questions were addressed.

9. Bus Transportation Final Contracts for 2012-2013 (034-13)

David Wright, Superintendent of Business, introduced Rod Bessel, Manager of Custodial Services & Transportation, and Dave Carroll, Consortia Manager of Student Transportation Services of Thunder Bay, who presented the report. All Trustees' questions were addressed.

10. Mental Health Strategy Update (031-13)

Colleen Kappel, Superintendent of Education, introduced Lori Carson, Student Support Leadership Initiative Lead and Chair of the Mental Health Steering Committee, and Dr. Mary-Beth Minthorn-Biggs, Mental Health Leader, who presented information regarding mental health strategies and next steps. All Trustees' questions were addressed.

11. Special Education Advisory Committee Meeting Minutes – January 16, 2013

Colleen Kappel, Superintendent of Education, presented the January 16, 2013 minutes for information.

12. Parent Involvement Committee Meeting Minutes – January 14, 2013

Catherine Siemieniuk, Director of Education, presented the January 14, 2013 meeting minutes for information.

MATTERS FOR DECISION:

13. Policy Review 3100 Accessibility Standards for Customer Service (035-13)

Moved by Trustee Wilson

Seconded by Trustee Playford

“THAT Lakehead District School Board:

1. *Apply the use of Policy Development and Review Policy, Section 6 which reads as follows:*

“Notwithstanding the provisions of this policy, where circumstances arise which, in the opinion of the Board require immediate action in the best interest of the overall management of the school system, the Board, may, with the support of the majority of the Trustees, alter the details of the policy.”

2. *Approve 3100 Accessibility Standards policy, Appendix A to Report No. 035-13.”*

CARRIED

14. School Year Calendar 2013-2014 (036-13)

Moved by Trustee Johansen

Seconded by Trustee Arnone

“THAT Lakehead District School Board:

1. *Approve the proposed 2013 - 2014 Elementary School Year Calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 036-13.*
2. *Approve the proposed 2013 - 2014 Secondary School Year Calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 036-13.”*

CARRIED

15. Approval of Appointment to the Special Education Advisory Committee (SEAC) (037-13)

Moved by Trustee Arnone

Seconded by Trustee Playford

“THAT Lakehead District School Board approve the appointment of Jennifer Turcotte as member, to the Special Education Advisory Committee representing North West Community Care Access Centre for the term ending November 30, 2014.”

CARRIED

16. Special Education Advisory Committee (SEAC) Request for Approval of Correspondence (033-13)

Moved by Trustee Playford

Seconded by Trustee Johansen

“THAT Lakehead District School Board approve the request from the Special Education Advisory Committee (SEAC) to send correspondence of support to the Minister of Education and the Minister of Community and Social Services as outlined in Report No. 033-13”

CARRIED

17. Information and Inquiries

- 17.1 Trustee Saarinen, Trustee representative on the Age Friendly Thunder Bay Committee, reported that information from the meetings will be left in the Trustee Lounge for perusal.
- 17.2 Trustee Arnone reported that she is participating in United Way Thunder Bay's allocation of monies raised by secondary schools for youth programs throughout the city.
- 17.3 Trustee Arnone reported that she attended the 8th Annual Seedy Saturday on Sunday held on March 3 in the Baggage Building at the Prince Arthur Landing.
- 17.4 Trustee Arnone reported that she and Trustee Lukinuk attended the Healthy Eating Makes the Grade meeting held on March 5 at the Thunder Bay District Health Unit.

- 17.5 Trustee Arnone reported that the Special Education Advisory Committee's (SEAC) *Effective Parenting Through Restorative Practice* presentation will be held on April 16 at Superior Collegiate and Vocational Institute.
- 17.6 Trustee Johansen reported that she attended the student handbook launch *Aboriginal Presence in our Schools – A Cultural Guide for Staff* held on March 21 at the Lakehead University.
- 17.7 Trustee Saarinen noted that Lakehead District School Board has two staff representatives on the Ontario College of Teachers.
- 17.8 Trustee Saarinen reported that Sue Doughty-Smith, Education Assistant, was elected as an Ontario Secondary School Teachers' Federation's (OSSTF/FEESO) Executive Officer.
- 17.9 Trustee Wilson inquired if an information report regarding mental health climate surveys and changes in the schools will come to the Board. Colleen Kappel, Superintendent of Education, responded that a report will come at a later date.
- 17.10 Trustee Saarinen requested information regarding the Gull Bay Public School students who are attending Armstrong Public School. Sherri-Lynne Pharand, Superintendent of Education, responded that the attendance of Gull Bay students at Armstrong Public School has been a positive experience for staff, parents, and students.
- 17.11 Trustee Arnone reported that Edgewater Park Public School will hold an Anti-Bullying presentation on March 28.

18. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Wilson

"THAT we do now adjourn at 9:37 p.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2013 APR 23
Report No. 044-13

TO THE CHAIR AND MEMBERS OF
LAKEHEAD DISTRICT SCHOOL BOARD – Public Session

RE: STUDENT SUCCESS

1. Background

- 1.1 Lakehead District School Board offers a variety of high quality programs that provide opportunities for all students in the intermediate and senior divisions to ensure student success.
- 1.2 The key elements for student success are guided by the four pillars of the Provincial Student Success Strategy. These include supporting:
 - Literacy
 - Numeracy
 - Community, Culture and Caring
 - Pathways
- 1.3 Pathway programs provide students with experiential learning opportunities that support student engagement and achievement. These opportunities provide students with the ability to change and revise their goals, directions and destinations. The Ministry of Education has mandated that all school boards make an online pathway planning tool available for all Grade 10, 11 and 12 students for September 2013.
- 1.4 Building and sustaining pathway programs successfully is a shared school and Board responsibility.

2. Situation

- 2.1 School based Student Services personnel are responsible for guiding secondary students in course selections that ensure successful transition to post-secondary destinations. To support student pathway planning, an upgrade to the Board's current career planning software is being examined which will encourage student planning by providing the knowledge and information they need to help them define their goals and shape their future.
- 2.2 Partnerships and outreach opportunities continue to be developed at the system level. Cooperative Education programs are a vehicle to engage students by connecting curriculum to real-world workplace and post-secondary destinations. Specialized system programs include Ontario Youth Apprenticeship Programs (OYAP) for placements in any of Ontario's 160+ skilled trades, Army and Navy Reserve Coop, as well as the Board's Aviation program.

- 2.3 Specialist High Skills Majors (SHSM) programs were expanded in 2012-2013. SHSM allow students the opportunity to earn a red seal on their diplomas indicating the completion of a concentrated, sector-specific course of study. The 2012-2013 SHSM program choices include: Arts and Culture, Health and Wellness, Manufacturing, Environment, Transportation, Mining, Justice, Community and Emergency Services, Construction, Sports and Recreation, and Aviation. Currently, there are 167 students enrolled and working toward a SHSM designation on their diploma.
- 2.4 Dual credit opportunities under the School College Work Initiative (SCWI) provide students the opportunity to earn a secondary school and college credit, concurrently, while attending Confederation College. Dual credit courses include Manufacturing Link, Transportation Link, and Aviation Link. Currently, there are 35 students participating in SCWI team taught dual credits.
- 2.5 *College Now* is a unique college-delivered dual credit program offered at Confederation College to high school students from both the Lakehead District School Board and the Thunder Bay Catholic District School Board. This dual credit program supports secondary school students in completing their high school credits while considering their post-secondary education and transition to college. Currently, there are 133 students enrolled in *College Now*.
- 2.6 *Success Certified*, a free certification and training day, provided 218 students across the system last year the opportunity to receive a number of certifications and awareness training at no cost to them. These certifications and training included Emergency First Aid/CPR, Fall Arrest, Pleasure Craft, Food Safety, Smart Serve, Industrial Safety, Infectious Disease Prevention, and Service Excellence. *Success Certified* is scheduled this year for May 29 and 30.
- 2.7 This year, 90 secondary students across the Lakehead District School Board participated in seven e-Learning classes.
- 2.8 In addition to on-line courses, many Lakehead District School Board teachers use classroom websites to engage their students and enable communication beyond the school. Since September 2012, over 1800 students have logged into the Board's classroom website server to view school material online. This represents approximately 16% of the Board's K-12 student population and is a 28% increase of student participation from last year.

3. Next Steps

- 3.1 For September 2013, SHSM offerings have been expanded in the Lakehead District School Board with the addition of Manufacturing at Superior C.V.I.
- 3.2 Relevant data and other evidence will continue to be used to monitor the success of all SHSM and dual credit programs to inform next steps.

- 3.3 Community partnerships that support student pathways will continue to be developed and sustained. Opportunities for students to earn dual credits and to participate in 'reach ahead' experiences through the School College Work Initiative with Confederation College will continue to be available to Lakehead District School Board students next year. Central staff and schools will closely monitor the success and expansion of SCWI and *College Now* dual credit programs.
- 3.4 A total of eight e-Learning courses will be offered in 2013-2014. New courses available through e-Learning for next year include Grade 10 Career Studies, Grade 10 Civics & Citizenship, and Grade 12 Earth & Space Science.
- 3.5 The Program Department will continue to provide training in engaging students through classroom websites and digital resources, including the online pathway planning tool.

4. Conclusion

Lakehead District School Board will continue to provide high quality opportunities for all students in the intermediate and senior divisions to ensure academic success. Pathways will continue to be supported and developed at both the school and system level to contribute to student success and to help reach every student.

Respectfully submitted,

GERALD CORNIES
Ontario Youth Apprenticeship Programs
Coordinator/Student Success Resource Teacher

GINO RUSSO
e-Learning Contact/Mathematics Resource Teacher

PAUL TSEKOURAS
Student Success Coordinator

SHERRI-LYNNE PHARAND
Superintendent of Education

IAN MACRAE
Superintendent of Education

CATHERINE SIEMIENIUK
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2013 APR 23
Report No. 042-13

TO THE CHAIR AND MEMBERS OF
LAKEHEAD DISTRICT SCHOOL BOARD – Public Session

RE: RECOMMENDATIONS FROM THE STANDING COMMITTEE

Background

The following reports were received at the Standing Committee Meeting of April 9, 2013 and have been referred to the Board for approval. The recommendations are as follows:

APPOINTMENT TO THE 2012-2013 PARENT INVOLVEMENT COMMITTEE (038-13)

It is recommended that Lakehead District School Board approve the appointment of David Isherwood as Alternate Principal representative on the 2012-2013 Parent Involvement Committee for the term April 23 to November 14, 2013.

POLICY REVIEW 7030 HARASSMENT AND HUMAN RIGHTS POLICY (039-13)

It is recommended that Lakehead District School Board approve 7030 Harassment and Human Rights policy, Appendix A to Report No. 042-13.

Respectfully submitted,

KAREN WILSON
Chair
Standing Committee

HARASSMENT AND HUMAN RIGHTS POLICY**7030**

1. Rationale

Lakehead District School Board must provide and maintain a working and learning environment (“workplace”) where employees and students are free from harassment or intimidation. The Board respects the dignity and human rights of all individuals and recognizes that harassment negatively affects working relationships, the learning process and personal well-being. The Board is committed to creating a workplace that values diversity.

2. Policy

It is the policy of Lakehead District School Board to adhere to the Ontario Human Rights Code in that all employees, students, prospective employees, Trustees, volunteers, visitors, parents, contractors and all other users that are involved with the Lakehead District School Board have the right to freedom from harassment because of sex/pregnancy, race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, age, record of offences, marital status, family status, disability, sexual orientation, gender identification, or gender expression. Harassment will not be tolerated.

3. Guiding Principles

- 3.1 Employees, students and other users shall behave in a manner that is socially and professionally acceptable in the workplace.
- 3.2 Employees, students, and other users will strive to foster a respectful workplace through the prevention and prompt resolution of harassment. Complaints will be taken seriously and handled professionally.
- 3.3 The Board shall provide a mechanism for complainants to lodge an informal complaint.
- 3.4 The Board shall provide a mechanism for complainants to lodge a formal complaint.
- 3.5 The Board shall provide a fair and objective formal process for dealing with alleged incidents of harassment.
- 3.6 Confidentiality will be maintained to every extent possible, but it should be understood that the nature of the investigation may be expanded beyond the complainant(s) and the respondent(s) to verify factual information.

PERSONNEL & EMPLOYEE RELATIONS**7000**Appendix A to
Report No. 042-13

DRAFT – APRIL 23, 2013

HARASSMENT AND HUMAN RIGHTS POLICY**7030**

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>
Procedures 7030	April 19, 1994	Ontario Human Rights Code
Equity and inclusive Education 1020		
Safe Schools – System Expectations 8070	<u>Date Revised</u>	
Bullying Prevention and Intervention 8071	June 22, 2004 April 22, 2008	

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