



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, January 11, 2022**  
**Jim McCuaig Education Centre**  
**Virtual via Microsoft Teams**

I. MacRae  
Director of Education

T. Tuchenhagen  
Chair

**AGENDA**

**PUBLIC SESSION**  
**7:30 p.m. – via Microsoft Teams**

	<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. <b>COMMITTEE OF THE WHOLE - Closed Session – 7:05 p.m. (SEE ATTACHED AGENDA)</b>		
6. Land Acknowledgement		
7. Delegations/Presentations		
8. Approval of Minutes		
8.1 Standing Committee Meeting - November 9, 2021	T. Tuchenhagen	1-3
9. Business Arising from the Minutes		
<b><u>MATTERS NOT REQUIRING A DECISION:</u></b>		
10. Information Reports		
10.1 Health and Safety Program – Semi-Annual Report (010-22)	K. Alaksa	4-8

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

	<u>Resource Person</u>	<u>Pages</u>
10.2 The Arts (011-22)	A. Keene	9-10
10.3 COVID-19 General Update	I. MacRae	Verbal
11. First Reports		
<b><u>MATTERS FOR DECISION:</u></b>		
12. Postponed Reports		
13. Ad Hoc and Special Committee Reports		
14. New Reports		
14.1 Policy Review – 8071 Bullying Prevention and Intervention Update (009-22)	M. Probizanski	11
<i>It is recommended that Lakehead District School Board approve the review of 8071 Bully Prevention and Intervention Policy as indicated in Report No. 009-22.</i>		
14.2 Policy Review – 4022 Prior Learning Assessment and Recognition (PLAR) (008-22)	M. Probizanski	12
<i>It is recommended that Lakehead District School Board approve the review of 4022 Prior Learning Assessment and Recognition Policy as indicated in Report No. 008-22.</i>		
14.3 Policy Review – 4023 Prior Learning Assessment and Recognition for Mature Students (012-22)	M. Probizanski	13
<i>It is recommended that Lakehead District School Board approve the review of 4023 Prior Learning Assessment and Recognition for Mature Students Policy as indicated in Report No. 012-22.</i>		
14.4 Policy Development – Safe Arrival (014-22)	A. Keene	14
<i>It is recommended that Lakehead District School Board approve the development of a safe arrival policy as indicated in Report No. 014-22.</i>		
15. New Business		
16. Notices of Motion		

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

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**STANDING COMMITTEE**  
**Tuesday, January 11, 2022**  
**Virtual via Microsoft Teams**

I. MacRae  
Director of Education

T. Tuchenhagen  
Chair

**AGENDA**

**COMMITTEE OF THE WHOLE – Closed Session**  
**7:05 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 - November 9, 2021	T. Tuchenhagen	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Personnel Matters	I. MacRae	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 NOV 09  
7:30 p.m.

**TRUSTEES PRESENT:**

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

George Saarinen  
Ryan Sitch  
Scottie Wemigwans  
Jesslynn Friday (Indigenous Student Trustee)  
Mehar Mago (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:**

Helen Valnycki, Managers

**PUBLIC SESSION:**

1. **Approval of Agenda**

Moved by Trustee Saarinen

Seconded by Trustee Arnone

*“THAT the Agenda for Standing Committee Meeting, November 9, 2021, be approved.”*

**CARRIED**

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Oikonen

Seconded by Trustee Wemigwans

*“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*
  - *October 12, 2021;*
- *Legal Matters;*
- *Personnel Matters;*

*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. Introduction of 2021-2022 Indigenous Student Trustee

Trustee Tuchenhagen introduced Jesslynn Friday, as the 2021-2022 Indigenous student trustee.

5. Confirmation of Minutes

Moved by Trustee Saarinen

Seconded by Trustee Arnone

*“THAT the Standing Committee approve the Minutes of the Standing Committee Meeting, October 12, 2021.”*

CARRIED

MATTERS NOT FOR DECISION:

6. Legal Representation for 2020-2021 (068-21)

Ian MacRae, Director of Education, presented the report. All trustees' questions were addressed.

7. COVID-19 General Update

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

MATTERS FOR DECISION:

8. Policy Review – 3071 Advertising Policy and Procedures

Moved by Trustee Sitch

Seconded by Trustee Doughty-Smith

*“THAT Lakehead District School Board approve 3071 Advertising Policy, Appendix A to Report No. 076-21.”*

CARRIED

9. Policy Review – 3040 Transportation Policy and Procedures (077-21)

Moved by Trustee Saarinen

Seconded by Trustee Chambers

*“THAT Lakehead District School Board approve 3040 Transportation Policy, Appendix A to Report No. 077-21.”*

CARRIED

10. Procedural By-Law Ad Hoc Committee (078-21)

Moved by Trustee Saarinen

Seconded by Trustee Wemigwans

*“THAT:*

*1. Trustees Chambers, Arnone, Sitch, and Tuchenhagen, and Oikonen as alternate, be appointed to the Procedural By-Law Ad Hoc Committee.*

*2. The Procedural By-Law Ad Hoc Committee report its progress to the Board no later than March 31, 2022.”*

CARRIED

11. Information and Inquiries

Trustee Chambers informed trustees that she was able to attend the award ceremony where Eric Fredrickson, Principal of Program Department and Early Years, and Jessica Murphy, Human Resources Officer, were presented with the Canadian Forces Liaison Council Employer Recognition Award. The award was being presented in recognition of the Board’s ongoing support of the 38 Service Battalion’s Regiment Sergeant Major, Chief Warrant Officer Andrew Hotrum, who is employed by Lakehead Public Schools.

12. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Arnone

*“THAT we do now adjourn at 8:11 p.m.”*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2022 JAN 11  
Report No. 010-22

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

RE: HEALTH AND SAFETY PROGRAM – SEMI-ANNUAL REPORT

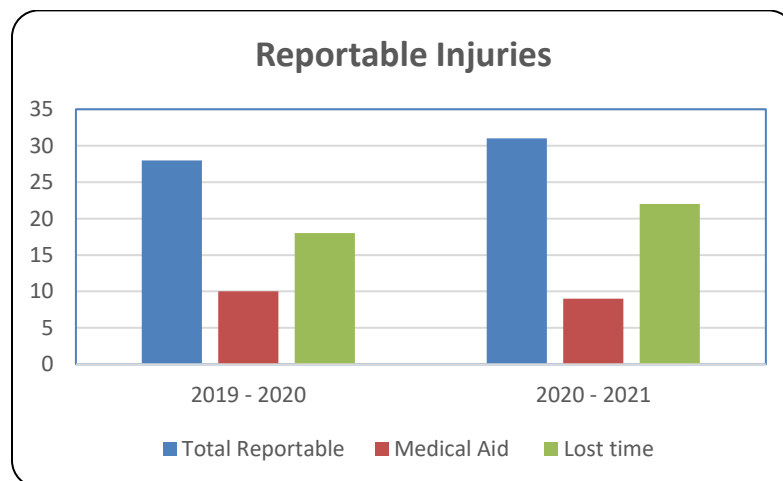
1. Background

This semi-annual report is to inform trustees of the current status of Lakehead District School Board’s (LDSB) Health and Safety program and significant related activities. The Occupational Health and Safety Act requires directors and officers of corporations to take all reasonable care to ensure that the corporation complies with the Act and its regulations.

2. Situation

2.1 Accident Statistics

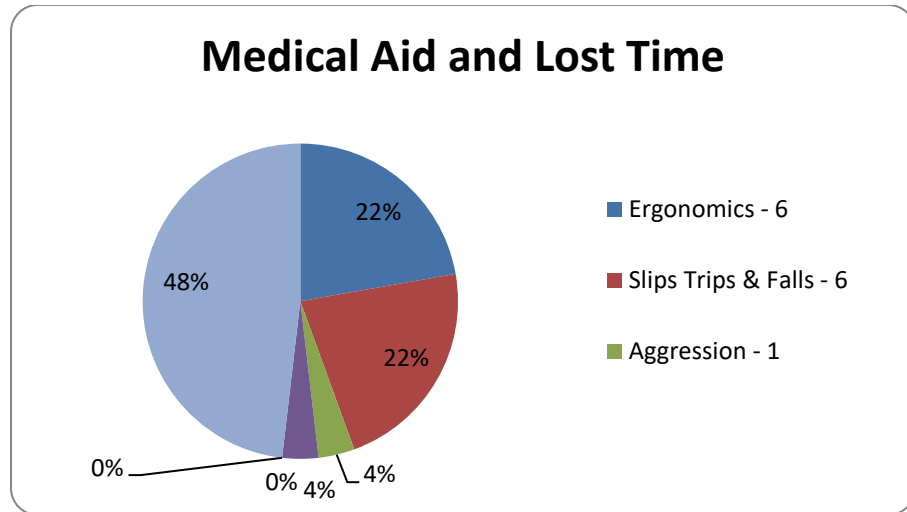
2.1.1 Over the 2020-2021 school year, employees recorded a total of 27 reportable injuries. Reportable injuries are defined as incidents that required medical aid or resulted in lost time. This was down from 28 reported the previous year. The number of incidents requiring medical care was nine, which is down from ten in the previous year. The number of lost time incidents was 18, the same from 18 the previous year.



Positive COVID-19 cases (listed in other), slips/trips/falls and ergonomics were the highest lost time categories of types of injury. It is important to note that aggression related injuries are not in the top three causes.



2.1.2 The graph below displays the cause of the injury, the total incidents per category and percent distribution of reportable injuries.

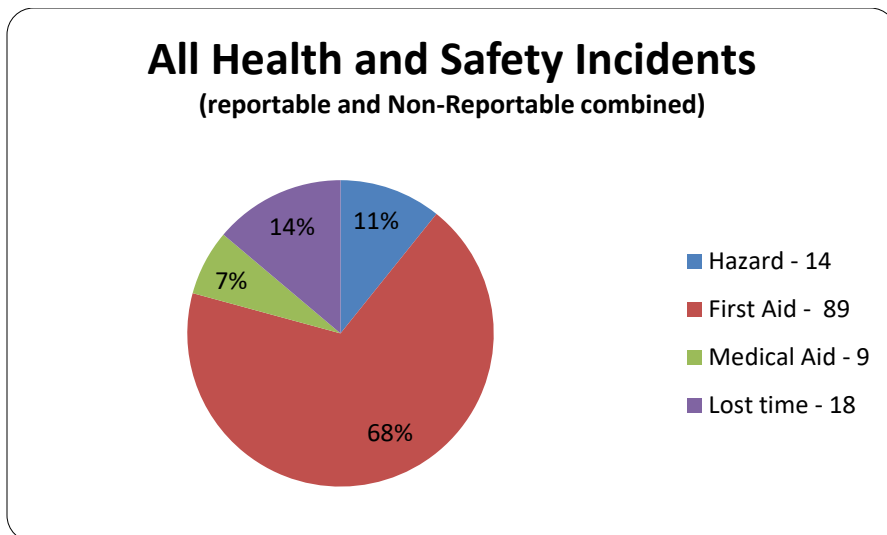


Note: Ergonomics – includes overexertion and repetitive motion strain Chronic Mental Stress (CMS) policy new in 2018 was retroactive to April 2014.  
Other – MVA, heart attack, stroke, epileptic seizure, fainting (loss of consciousness), asthma attack, fire / explosion, exposure to hazardous material, contaminants and noise.

2.1.3 The total reportable injury frequency reflects the combined medical aid and lost time claim frequency compared to the educational peer group across the province and is based on claims per 100 staff. Lakehead District School Board’s frequency rate is 2.32 compared to the provincial average rating of 2.42.

2.1.4 The total number of non-reportable incidents for the 2020-2021 school year was 103. Non-reportable injuries are defined as first aids and near misses (hazard). The number of incidents requiring first aid was 89 as opposed to 32 from the previous year. There were also 14 near miss (hazard) incidents reported in this period.

2.1.5 The graph below displays the cause of the injury, the total incidents per category and percent distribution of all health and safety incidents (includes all reportable and non-reportable injuries).



### 3. Health and Safety Initiatives

The emergence of the COVID-19 global pandemic has driven the need for new or updated protocols and equipment reviews.

It was important to also still work on decreasing the Board's injury rate and, to do so, a focus has been placed on employee training (in-person and online), equipment testing, and online reporting.

#### 3.1 COVID-19

The health and safety of our staff is very important and essential to the learning experience of our students. Measures were put in place to for the protection of our school communities from the COVID-19 virus.

##### 3.1.1 Protocols

- attestation – all staff are required to complete a vaccination status form;
- active daily pre-entry screening using the provincial screening tool update with staff login (<https://screening.lakeheadschoools.ca/index.html>);
- PPE protocol update – masking and eye protection;
- floor and wall signage;
- hand hygiene (entry point hand sanitizing and in-room hand washing); and
- enhanced COVID-19 cleaning procedures.

##### 3.1.2 Equipment

- deployment of mobile HEPA air filtration units to all facilities;
- HVAC review completed by consulting engineer;
- Clorox fogger disinfection mobile unit; and
- increased number of water bottle filling stations.

## 3.2 Employee Training

The Health and Safety department continues to provide a number of important training sessions throughout the year. The cost for training, including supply staff coverage, is covered by the Health and Safety department budget.

### 3.2.1 Classroom Based Learning

#### First Aid Training

Standard First Aid, CPR/AED training certificates are only valid for three years at which time re-certification is required. Three first aid courses were held, and 42 employees completed training in the 2020-2021 school year. The sessions were one and two day certification courses. Each school is well staffed with individuals certified in First Aid.

#### Joint Health and Safety Committee Certification Training

Each site is required to have a Joint Health and Safety Committee comprised of management and worker members as per the Occupational Health and Safety Act (OHSA). At least one management and one worker member must be certified. To become certified, staff must complete a four day course divided into two parts covering a variety of topics. This past year, 12 staff successfully completed the certification course.

### 3.2.2 Online Training

Since the fall of 2015, the Board has been using an online training platform. For the period of September 1, 2020 to August 31, 2021, there was 19,407 online course completions.

#### 2020/2021 Requirements

- Ministry of Education 2020/2021 Health and Safety Protocols;
- COVID-19 Building Access Protocols;
- Ryan's Law;
- Sabrina's Law; and
- LPS Concussion training.

#### New Hire Online Training

All new LDSB employees' receive the following mandatory training as part of the onboarding process:

- Workplace Violence and Harassment;
- Workplace Hazardous Material Information System (WHMIS 2015) training;
- Occupational Health and Safety Awareness training;
- Accessibility for Ontarians with Disabilities Act;
- LPS Concussion training (New 2020);

- Student Concussion Management Policy;
- Cybersecurity (New 2020);
- Online Health and Safety Reporting Instructions (New 2020);
- LPS Health and Safety Protocols for COVID-19 (New 2020);
- Ryan’s Law; and
- Sabrina’s Law.

Annually, all staff are required to complete training on Ryan’s Law and Sabrina’s Law.

### 3.3 Equipment Testing

To ensure compliance with the Occupational Health and Safety Act, the health and safety officer coordinates the annual testing and certification of the following:

- forty-four overhead cranes, hoists and floor jacks as well as three aerial lift platforms;
- nine mechanical lifts and related equipment used in special needs/multi needs classrooms;
- stage and drama room rigging and lighting in each secondary school;
- chemical fume hoods in the science areas; and
- dust collection and spark detection systems located in all technology classes.

## 4. Conclusion

Lakehead District School Board continues to promote a safe learning and working environment for all students and staff. A continuing commitment to education, training, and health and safety promotion, will ensure that LDSB remains compliant with all acts and regulations and, in turn, reduces operating costs. This commitment to safety will also ensure that our schools and facilities are the best place for students and staff to work and learn.

Respectfully submitted,

KYLE ULVANG  
Health and Safety Officer

JIM DESAULINER  
Manager of Property Services

KIRSTI ALAKSA  
Superintendent of Business

IAN MACRAE  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2022 JAN 11  
Report No. 011-22

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

RE: THE ARTS

1. Background

- 1.1 As identified in the Strategic Plan, Lakehead District School Board (LDSB) seeks high levels of personal and academic excellence for every student. “Since arts experiences offer other modes and ways of experiencing and learning, children will have opportunities to think and feel as they explore, problem solve, express, interpret, and evaluate the process and the results. To watch a child completely engaged in an arts experience is to recognize that the brain is on, driven by the aesthetic and emotional imperative to make meaning, to say something, to represent what matters.” The Arts Go to School, David Booth and Masayuki Hachiya, eds. (Markham, Ontario: Pembroke Publishers, 2004), p.15
- 1.2 Lakehead District School Board continues to provide high quality programs and professional learning in the arts to enhance student outcomes and support teacher learning.

2. Situation

- 2.1 Lakehead District School Board’s ongoing partnerships with the Royal Conservatory of Music’s program, the Thunder Bay Symphony Orchestra (TBSO), the Thunder Bay Art Gallery as well as numerous community partners continue to provide innovative learning for students and teachers in all areas of the arts – dance, drama, music, and visual arts.
- 2.2 A breadth of programming in the arts continues to be offered across all three of LDSB secondary schools.

3. Program Overview

- 3.1 In Kindergarten to Grade 8 classrooms across the twenty-two elementary schools, there are thirty-one teachers with teaching assignments that include vocal and/or instrumental music. During this school year, these teachers will be engaged in professional learning supported by partnerships with:
  - Royal Conservatory of Music;
  - Thunder Bay Symphony Orchestra;
  - Thunder Bay Art Gallery; and
  - secondary music teachers.
- 3.2 Elementary classroom teachers will continue to be supported to integrate drama, dance, and visual arts across the curriculum.

- 3.3 Elementary students transitioning to secondary schools have a variety of opportunities available to them. Band, strings, guitar and vocal music, drama and dance, and visual arts are offered across the three secondary schools.
- 3.4 A full complement of arts programming in each secondary school will enable students to better customize their high school education and improve their prospects for success in school and in life.

4. Conclusion

“Education in the arts is essential to students’ intellectual, social, physical, and emotional growth and well-being. Experiences in the arts – in dance, drama, music, and visual arts play a valuable role in helping students to achieve their potential as learners and to participate fully in their community and in society as a whole” (Ontario Arts Curriculum 1-8). Lakehead District School Board continues to provide unique opportunities for students to enhance their lives through a range of experiences in the arts.

Respectfully submitted,

FRED VAN ELBURG  
Program Coordinator

AJ KEENE  
Superintendent of Education

IAN MACRAE  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2022 JAN 11  
Report No. 009-22

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

RE: POLICY REVIEW – 8071 BULLYING PREVENTION AND INTERVENTION UPDATE

1. Background

- 1.1 The 8071 Bullying Prevention and Intervention Policy was last revised on May 23, 2017.
- 1.2 At the May 25, 2021 Regular Board Meeting, the 8071 Bullying Prevention and Intervention Policy was approved for review during the 2024-2025 school year as part of the policy development and review cycle.

2. Situation

In light of the recent amendment received from the Ministry of Education on November 25, 2021, administration is requesting that 8071 Bullying Prevention and Intervention Policy be moved to the Policy Review Schedule for 2021-2022.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 8071 Bullying Prevention and Intervention Policy as indicated in Report No. 009-22.

Respectfully submitted,

MICHELLE PROBIZANSKI  
Superintendent of Education

IAN MACRAE  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2022 JAN 11  
Report No. 008-22

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

RE: POLICY REVIEW – 4022 PRIOR LEARNING ASSESSMENT AND RECOGNITION  
(PLAR)

1. Background

- 1.1 The 4022 Prior Learning Assessment and Recognition (PLAR) Policy was last revised on February 27, 2018.
- 1.2 At the May 25, 2021 Regular Board Meeting, the 4022 Prior Learning Assessment and Recognition (PLAR) Policy was approved for review during the 2025-2026 school year as part of the policy development and review cycle.

2. Situation

In light of the recent amendment received from the Ministry of Education on December 9, 2021, administration is requesting that 4022 Prior Learning Assessment and Recognition (PLAR) Policy be moved to the Policy Review Schedule for 2021-2022.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 4022 Prior Learning Assessment and Recognition Policy as indicated in Report No. 008-22.

Respectfully submitted,

MICHELLE PROBIZANSKI  
Superintendent of Education

IAN MACRAE  
Director of Education



LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2022 JAN 11  
Report No. 012-22

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

RE: POLICY REVIEW – 4023 PRIOR LEARNING ASSESSMENT AND RECOGNITION  
FOR MATURE STUDENTS

1. Background

1.1 The 4023 Prior Learning Assessment and Recognition (PLAR) for Mature Students Policy was last revised on February 27, 2018.

1.2 At the May 25, 2021 Regular Board Meeting, the 4023 Prior Learning Assessment and Recognition (PLAR) for Mature Students Policy was approved for review during the 2025-2026 school year as part of the policy development and review cycle.

2. Situation

In light of the recent amendment received from the Ministry of Education on December 9, 2021, administration is requesting that 4023 Prior Learning Assessment and Recognition (PLAR) for Mature Adults Policy be moved to the Policy Review Schedule for 2021-2022.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 4023 Prior Learning Assessment and Recognition for Mature Students Policy as indicated in Report No. 012-22.

Respectfully submitted,

MICHELLE PROBIZANSKI  
Superintendent of Education

IAN MACRAE  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2022 JAN 11  
Report No. 014-22

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

RE: POLICY DEVELOPMENT - SAFE ARRIVAL

1. Background

- 1.1 It is the policy of Lakehead District School Board (LDSB) that policies will be developed/reviewed in accordance with 2010 Policy Development and Review Policy.
- 1.2 The Ontario Ministry of Education introduced PPM 123 which outlined policy and practices for safe arrival programs for boards of education across Ontario.

2. Situation

- 2.1 While we have safe arrival programs in place at all schools, it is best practice for LDSB to develop a safe arrival policy, which will ensure alignment with provincial requirements.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the development of a safe arrival policy as indicated in Report No. 014-22.

Respectfully submitted,

AJ KEENE  
Superintendent of Education

IAN MACRAE  
Director of Education