

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. 3 Tuesday, February 22, 2022 Jim McCuaig Education Centre Virtual via Microsoft Teams

Ian MacRae Director of Education Ellen Chambers Chair

AGENDA

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

Resource <u>Person</u>

E. Chambers

Pages

1-5

- 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. Report of Committee of the Whole Closed Session
- 7. Land Acknowledgement
- 8. Delegations/Presentations
- 9. Approval of Minutes
 - 9.1 Regular Board Meeting No. 2 - January 25, 2022
- 10. Business Arising from the Minutes

			Resource <u>Person</u>	Pages
MAT	<u>rers n</u>	DT REQUIRING A DECISION:		
11.	Inform	ation Reports		
	11.1	Ontario Public School Boards' Association (OPSBA) Report	R. Sitch	Verbal
	11.2	Student Trustee February Report	M. Mago	Handout
	11.3	Indigenous Student Trustee February Report	J. Friday	Handout
	11.4	COVID-19 General Update	I. MacRae	Verbal
12.	First F	eports		
MAT		DR DECISION:		
13.	Postp	oned Reports		
14.	Recor	nmendations from the Standing Committee (031-22)	T. Tuchenhagen	6-13
	14.1	School Year Calendar 2022-2023 (020-22)		
		It is recommended that Lakehead District School Board:		
		1. Approve the proposed 2022-2023 elementary school year calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 020-22.		
		2. Approve the proposed 2022-2023 secondary school year calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 020-22.		
	14.2	Policy Review – 4023 Prior Learning Assessment and Recognition for Mature Students (021-22)		
		It is recommended that Lakehead District School Board approve 4023 Prior Learning Assessment and Recognition for Mature Students Policy as indicated in Report No. 021-22.		

			Resource <u>Person</u>	Pages
	14.3	Policy Review – 3095 Student Trustees (022-22)		
		It is recommended that Lakehead District School Board approve 3095 Student Trustees Policy, Appendix A to Report No. 022-22.		
	14.4	Policy Review – 3002 Annual Evaluation of the Director of Education (023-22)		
		It is recommended that Lakehead District School Board approve 3002 Annual Evaluation of the Director of Education Policy, Appendix A, to Report No. 023-22.		
	14.5	Policy Review – 4010 Program Implementation (024-22)		
		It is recommended that Lakehead District School Board approve 4010 Program Implementation Policy as indicated in Report No. 024-22.	1	
	14.6	Policy Review – 8090 Community/Education Partnerships (025-22)		
		It is recommended that Lakehead District School Board approve 8090 Community/Education Partnerships Policy as indicated in Report No. 025-22.		
15.	Ad Ho	c and Special Committee Reports		
16.	New R	eports		
	16.1	Appointment to the Thunder Bay Public Library Board (029-22)	I. MacRae	14
		It is recommended that Lakehead District School Board appoint Pat Johansen as its representative on the Thunder Bay Public Library Board effective March 2022 for the remainder of the four-year term ending November 30, 2022.		
17.	New B	usiness		
18.	Notice	s of Motion		

- 19. Information and Inquiries
- 20. Adjournment



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. 3 Tuesday, February 22, 2022 Virtual via Microsoft Teams

Ian MacRae Director of Education Ellen Chambers Chair

AGENDA

COMMITTEE OF THE WHOLE – Closed Session <u>6:35 p.m. – Microsoft Teams</u>

		Resource <u>Person</u>	Pages
5.1	Approval of Committee of the Whole - Closed Session Minutes		
	5.1.1 Regular Board Meeting No. 2 - January 25, 2022	E. Chambers	1-2
5.2	Business Arising from the Minutes		
5.3	Consideration of Reports		
	5.3.1 Legal Matters	M. Probizanski	Verbal
5.4	Information and Inquiries		
5.5	Rise and Report Progress		

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF REGULAR BOARD MEETING NO. 2

Virtual Via Microsoft Teams

TRUSTEES PRESENT:

Ellen Chambers (Chair) Trudy Tuchenhagen (Vice Chair) Marg Arnone Sue Doughty-Smith Deborah Massaro Ron Oikonen 2022 JAN 25 7:30 p.m.

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

SENIOR ADMINISTRATION:

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

FEDERATION/UNION REPRESENTATIVES:

Jo-Anne Giertuga, Lakehead Principals/Vice Principals Lisa Nutley, Lakehead Principals/Vice Principals Dave Covello, Managers

PUBLIC SESSION:

1. <u>Approval of Agenda</u>

Moved by Trustee Arnone

Seconded by Trustee Tuchenhagen

"THAT the Agenda for Regular Board Meeting No. 2, January 25, 2022, be approved."

CARRIED

2. <u>Resolve into Committee of the Whole – Closed Session</u>

Moved by Trustee Doughty-Smith

Seconded by Trustee Wemigwans

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

Confirmation of Committee of the Whole – Closed Session Minutes of:
 Regular Board Meeting No. 16 – November 23, 2021;

- Personnel 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. <u>Report of Committee of the Whole – Closed Session</u>

Moved by Trustee Saarinen

Seconded by Trustee Arnone

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

'THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Regular Board Meeting No. 16 – November 23, 2021;'''

<u>CARRIED</u>

5. <u>Approval of Minutes</u>

Moved by Trustee Doughty-Smith

Seconded by Trustee Arnone

"THAT Lakehead District School Board approve the Minutes of:

- Regular Board Meeting No. 16, November 23, 2021; and
- Annual Board Meeting December 7, 2021."

CARRIED

MATTERS NOT REQUIRING A DECISION:

6. Ontario Public School Boards' Association Report

Trustee Sitch, Ontario Public School Boards' Association (OPSBA) Director and voting delegate, indicate that there were no updates currently.

7. Indigenous Student Trustee January Report

Jesslynn Friday, Indigenous Student Trustee, provided a handout for her January report. Items addressed included: meeting with Student Trustee Mago, meeting with previous Indigenous Student Trustee Essex, Student Trustee Mentorship meetings, Aboriginal Education Advisory Committee meetings, OPSBA Northern Regional Council meeting, Standing Committee meetings – November 9, 2021 and January 11, 2021, Parent Involvement Committee (PIC) meetings, Indigenous Student Senate planning meeting, presentation at Provincial Leads Gathering for Indigenous Education, Indigenous Student Well-being Survey meeting, and Trustees' Communication Committee meeting.

8. <u>Student Trustee January Report</u>

Mehar Mago, Student Trustee, provided a handout for her January report. Items addressed included: a workshop on stress and anxiety management, Student Senate and Indigenous Student Senate, communication with Ontario Student Trustees' Association (OSTA-AECO), Student Trustee Mentorship meeting, OSTA-AECO presentation on the topic of period poverty, and PIC meeting.

9. <u>Audit Committee Report</u>

Trustee Oikonen, Chair, Audit Committee, provided a verbal report on the January 17, 2022, Audit Committee meeting.

10. Audit Committee Annual Report – August 31, 2021 (007-21)

Trustee Oikonen, Chair, Audit Committee, introduced Kirsti Alaksa, Superintendent of Business, who presented the report. All trustees' questions were addressed.

11. Information Technology Update (017-22)

Kirsti Alaksa, Superintendent of Business, introduced the presentation team which included Nick Sacevich, Chair, Information Technology Committee, Gino Russo, Information Technology Resource Teacher, John Loovere, Supervisor of Computer Services, and Dave Covello, Manager, Information Technology and Corporate Planning. The presentation team presented the report along with a PowerPoint presentation. All trustees' questions were addressed.

12. Early Learning Report (018-22)

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

13. <u>COVID-19 General Update</u>

Ian MacRae, Director of Education, introduced AJ Keene, Superintendent of Education, who provided a verbal update on COVID-19 related matters affecting Lakehead District School Board.

14. Parent Involvement Committee Meeting Minutes – November 15, 2021

Ian MacRae, Director of Education, presented the November 15, 2021 PIC meeting minutes.

MATTERS FOR DECISION:

15. Recommendations from the Standing Committee (019-22)

Policy Review – 8071 Bullying Prevention and Intervention (009-22)

Moved by Trustee Tuchenhagen

"THAT Lakehead District School Board approve the review of 8071 Bullying Prevention and Intervention Policy as indicated in Report No. 009-22."

CARRIED

Policy Review – 4023 Prior Learning Assessment and Recognition for Mature Students (012-22)

Moved by Trustee Tuchenhagen

"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."

CARRIED

Policy Development – Safe Arrival (014-22)

Moved by Trustee Tuchenhagen

"THAT Lakehead District School Board approve the development of a safe arrival policy as indicated in Report No. 014-22."

CARRIED

Establishment of 2022-2023 Budget Committee (013-22) 16.

Moved by Trustee Saarinen

"THAT:

- 1. Lakehead District School Board establish the 2022-2023 Budget Committee comprised of all trustees; and
- 2. The 2022-2023 Budget Committee report its recommendation to the Lakehead District School Board no later than the date provided by the Ministry of Education."

CARRIED

Seconded by Trustee Sitch

Seconded by Trustee Arnone

Seconded by Trustee Arnone

Seconded by Trustee Saarinen

17. <u>Recommendations from the Audit Committee (016-22)</u>

Audit Committee Summarized Annual Report – August 31, 2021 (087-21)

Moved by Trustee Oikonen

"THAT Lakehead District School Board:

- 1. Approve the Audit Committee Summarized Annual Report as outlined in Appendix A to Report No. 087-21; and
- 2. Forward the report to the Ministry of Education."

CARRIED

2020-2021 Audited Financial Statements (085-21)

Moved by Trustee Oikonen

Seconded by Trustee Arnone

"THAT Lakehead District School Board approve the August 31, 2021, audited financial statements as outlined in Report No. 085-21, 2020-2021 Audited Financial Statements."

CARRIED

18. <u>Adjournment</u>

Moved by Trustee Arnone

Seconded by Trustee Wemigwans

"THAT we do now adjourn at 8:39 p.m."

CARRIED

Seconded by Trustee Tuchenhagen

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2022 FEB 22 Report No. 031-22

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

RE: <u>RECOMMENDATIONS FROM THE STANDING COMMITTEE</u>

Background

The following reports were received at the Standing Committee Meeting of February 8, 2022, and have been referred to the Board for approval. The recommendations are as follows:

SCHOOL YEAR CALENDAR 2022-2023 (020-22)

It is recommended that Lakehead District School Board:

- 1. Approve the proposed 2022-2023 elementary school year calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 020-22.
- 2. Approve the proposed 2022-2023 secondary school year calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 020-22.

POLICY REVIEW – 4023 PRIOR LEARNING ASSESSMENT AND RECOGNITION FOR MATURE STUDENTS (021-22)

It is recommended that Lakehead District School Board approve 4023 Prior Learning Assessment and Recognition for Mature Students Policy as indicated in Report No. 021-22.

POLICY REVIEW - 3095 STUDENT TRUSTEES (022-22)

It is recommended that Lakehead District School Board approve 3095 Student Trustees Policy, Appendix A to Report No. 022-22.

POLICY REVIEW – 3002 ANNUAL EVALUATION OF THE DIRECTOR OF EDUCATION (023-22)

It is recommended that Lakehead District School Board approve 3002 Annual Evaluation of the Director of Education Policy, Appendix A, to Report No. 023-22.

POLICY REVIEW - 4010 PROGRAM IMPLEMENTATION (024-22)

It is recommended that Lakehead District School Board approve 4010 Program Implementation Policy as indicated in Report No. 024-22.

POLICY REVIEW - 8090 COMMUNITY/EDUCATION PARTNERSHIPS (025-22)

It is recommended that Lakehead District School Board approve 8090 Community/Education Partnerships Policy as indicated in Report No. 025-22.

Respectfully submitted,

TRUDY TUCHENHAGEN Chair Standing Committee



2022-2023 ELEMENTARY

SEPTEMBER 2022

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DECEMBER 2022

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First Day of School for Students September 6, 2022

Holidays & Breaks (Schools Closed)

Labour Day Thanksgiving Day Family Day Good Friday Easter Monday Victoria Day September 5, 2022 October 10, 2022 February 20, 2023 April 7, 2023 April 10, 2023 May 22, 2023

Winter Break December 19 - 30, 2022 March Break

March 13-17, 2023

ProfessionalActivityDay(PADay)

September 2, 2022 September 30, 2022 October 24,2022 November 18, 2022 January 27, 2023 April 28, 2023 June 16, 2023



Committed to the success of every student_e



2022-2023 SECONDARY

SEPTEMBER 2022

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DECEMBER 2022

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JANUARY 2023

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FEBRUARY 2023

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MARCH 2023

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APRIL 2023

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MAY 2023

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JUNE 2023

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First Day of School for Students September 6, 2022

Holidays & Breaks (Schools Closed)

Labour Day Thanksgiving Day Family Day Good Friday Easter Monday Victoria Day

October 10, 2022 February 20, 2023 April 7, 2023 April 10, 2023 May 22, 2023

September 5, 2022

Winter Break December 19 - 30, 2022

March Break

March 13-17, 2023

First Day of Semester 2 February 6, 2023 Final Day of School for Students





September 2, 2022 September 30, 2022 October 24, 2022 February 2, 2023 February 3, 2023 April 28, 2023 June 29, 2023

Examination Periods January 26 - February 1, 2023 June 22 - 28, 2023

BUSINESS AND BOARD ADMINISTRATION

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DRAFT – February 22, 2022

STUDENT TRUSTEES POLICY

1. Rationale

Ontario Regulation 7/07 S. 2 (1) states:

"The Board shall develop and implement a policy providing for matters relating to student trustees and to the payment of honoraria for student trustees."

2. Policy

It is the policy of Lakehead District School Board that, in accordance with Ontario Regulation 7/07 S.3, the Board shall have two student trustees, which includes one Indigenous student trustee who self-identifies as First Nations, Métis, or Inuit (FNMI) elected by students who voluntarily self-identify as FNMI.

3. <u>Guidelines</u>

- 3.1 The chair of the Board will assign a trustee mentor who will provide Board-based orientation and meet regularly with the student trustee.
- 3.2 The student trustee shall attend public sessions of regular meetings of the Board and may attend meetings of its committees. A student trustee is not entitled to be present at a meeting that is closed to the public in accordance with the Education Act under section 207 S.(2) (b) as amended.
 - b) the disclosure of intimate, personal or financial information in respect of a member of the Board or committee, an employee or prospective employee of the Board or a pupil or their parent or guardian.
- 3.3 The student trustee shall act in concert with other elected trustees to examine and discuss issues leading to a vote at public meetings of the Board, unless the student trustee has a conflict of interest. A student trustee is entitled to require that a matter before the Board or one of its committees on which the student trustee sits be put to a recorded vote, and in that case there shall be:
 - a) a recorded non-binding vote that includes the student trustee's vote; and
 - b) a recorded binding vote that does not include the student trustee's vote.
- 3.4 The student trustee is not entitled to move a motion, but is entitled to suggest a motion on any matter at a meeting of the Board or of one of its committees on which the student trustee sits, and if no member of the Board or committee, as the case may be, moves the suggested motion, the record shall show the suggested motion.

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BUSINESS AND BOARD ADMINISTRATION

DRAFT – February 22, 2022

STUDENT TRUSTEES POLICY

- 3.5 The student trustee shall follow trustee protocols when dealing with complaints, questions or suggestions regarding a school or service.
- 3.6 The student trustee shall be provided with support services afforded trustees.
- 3.7 The student trustee shall be afforded expenses by Board practice.
- 3.8 The Board shall pay an honorarium as per Student Trustee Ontario Regulation 7/07 S.2 (1).
- 3.9 The student trustee will have access to training opportunities that are offered to trustees.
- 3.10 The student trustee is entitled to attend one out-of-town conference and may apply to attend an additional conference. If the student trustee is under the age of 18, a parent or trustee must agree to attend as a supervisor.
- 4. Qualifications

To be eligible for the role of student trustee, the student must meet the requirements laid out in s. 5.1, O. Reg. 7/07, Education Act, R.S.O. 1990, c. E.2. as listed below:

A student trustee is qualified if they are:

- (a) a Canadian citizen;
- (b) a resident within the area of jurisdiction of the Board;
- (c) (b) currently in or entering the senior division in a Lakehead District School Board school; and
- (d) (c) a full-time student or an exceptional pupil in a special education program for whom the Board has reduced the length of the instructional program on each school day under subsection 3(3) of Regulation 298 of the Revised Regulation of Ontario, 1990 (Operation of Schools – General) made under the Act, so long as the pupil would be a full-time pupil if the program had not been reduced.
- 5. <u>Term</u>

The term of office will begin August 1 of the year in which the student trustee is elected and ends on July 31 of the following year. The student may be re-elected for a second year if they meet the qualification requirement.

If the Board has two student trustees with terms of two years, the Board will stagger the terms where possible.

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BUSINESS AND BOARD ADMINISTRATION

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DRAFT – February 22, 2022

STUDENT TRUSTEES POLICY

6. <u>Selection Process</u>

- 6.1 The office of the director shall coordinate the interview process to select two student trustees.
- 6.2 The student councils from each secondary school shall invite applications for a student trustee. The Indigenous Student Leadership Team from each secondary school shall invite applications for a student trustee who voluntarily self-identifies as FNMI.
- 6.3 In consultation with the staff advisor, a students' council and the Indigenous Student Leadership Team shall conduct the process for election of its nominee, and submit its nomination to the office of the director.
- 6.4 The interview committee shall consist of:
 - the presidents of secondary school student councils, or a student council designate;
 - a designate of each secondary school's Indigenous Student Leadership Team; and
 - the outgoing student trustee, if *they he or she is are* not seeking another term.
- 6.5 The selection process for the student trustee position for a one-year term shall be completed no later than the last day of February each year. The selection process for the student trustee position for a two-year term shall be completed no later than April 30 each year required.

7. <u>Responsibilities</u>

- 7.1 The student trustees shall act in accordance with the Procedural By-Law of the Board.
- 7.2 The student trustees shall act on behalf of the Board only when authority has been specifically delegated by the chair of the Board.
- 7.3 The student trustees shall endeavour to obtain a broad view for students' input to be presented to the Board.
- 7.4 The incumbent student trustees will work with the incoming student trustees, who will be encouraged to attend Board meetings as an observer prior to their term.

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BUSINESS AND BOARD ADMINISTRATION

DRAFT – February 22, 2022

STUDENT TRUSTEES POLICY

8. Disgualification

- 8.1 A student trustee shall be disqualified if they:
 - are absent from three consecutive Regular Board meetings, in accordance • with the Education Act under section 228 (1) (b); and/or
 - b) absents themselves without being authorized by resolution entered in the minutes, from three consecutive regular meetings of the Board;
 - ceases to hold the qualifications required to act as student trustee as described in Section 4 of this Policy.
- 8.2 A person who ceases to be qualified to act as a student trustee shall resign from the position.
- 9. Filling of Vacancies

If the Board determines that a vacancy shall be filled, it shall be filled using the selection process outlined in this policy.

10. Review

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

Cross Reference	Date Approved	Legal Reference
3001 Governance Policy	November 4, 1998	Ont. Reg. 7/07 S.2 (1)
3074 Expense and Travel Reimbursement Policy and Procedures.		
	Date Revised	Ont. Reg. 7/07 S.5 (1)
	April 22, 2003 March 27, 2007 May 27, 2014 September 24, 2019	

3095

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2022 FEB 22 Report No. 029-22

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

RE: APPOINTMENT TO THE THUNDER BAY PUBLIC LIBRARY BOARD

1. <u>Background</u>

- 1.1 At the Regular Board Meeting held January 22, 2019, Trustee Trudy Tuchenhagen was appointed as Lakehead District School Board's representative on the Thunder Bay Public Library Board for a four-year term ending November 30, 2022.
- 1.2 Trustee Tuchenhagen resigned her position as representative on the Thunder Bay Public Library Board effective March 2020.
- 1.3 At the Regular Board Meeting of February 25, 2020, Trustee George Saarinen was appointed as Lakehead District School Board's representative on the Thunder Bay Public Library Board effective April 2020 for the remainder of the four-year term ending November 30, 2022.
- 2. <u>Situation</u>

Trustee Saarinen has resigned his position as representative on the Thunder Bay Public Library Board effective February 2022.

RECOMMENDATION

It is recommended that Lakehead District School Board appoint Pat Johansen as its representative on the Thunder Bay Public Library Board effective March 2022 for the remainder of the four-year term ending November 30, 2022.

Respectfully submitted,

IAN MACRAE Director of Education