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1. Policy

It is the policy of Lakehead District School Board (LDSB) to share information and work with community partners to the benefit of LDSB, students and the community, and to optimize the use of public assets owned by LDSB. Lakehead District School Board will seek opportunities to share facilities with community partners when building new schools and undertaking significant renovations, and when considering the use of unoccupied space in schools. Lakehead District School Board will commit to making decisions regarding facility partnerships in a way that is transparent, well-informed, well-coordinated, sustainable and supportive of student achievement, well-being and safety.

2. Eligibility Criteria

As a minimum, potential partners must meet the following criteria:

- partnership must be appropriate for the school setting;
- partnership will not compromise the health and safety of students and staff;
- partnership will provide a service that is not a competing education service such as tutoring services, private schools or colleges and credit offering entities that are not government funded;
- partnership activities will not interfere with school operations and activities;
- partnerships must be consistent with the mission of LDSB;
- partnerships must not compromise the student achievement strategy;
- agrees to operate in accordance with LDSB policies and procedures;
- sustainability; and
- additional eligibility criteria may be established by LDSB on an individual case basis, as required.

3. Selection Criteria

Potential partners will be evaluated on the basis of:

- congruence with the eligibility criteria;
- history and stability;
- ability to pay;
- impact on the site; and
- additional selection criteria may be established by LDSB on an individual case basis, as required.

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4. Available Space

- 4.1 Space availability for potential partnerships will be identified through the capital planning process and the updates to the Capital Plan as required.
- 4.2 Available space will be identified through consideration of:
- school needs;
 - enrollment projections;
 - LDSB accommodation strategies;
 - zoning and site restrictions;
 - condition of the school;
 - configuration of the school; and
 - other factors, as appropriate.

5. Notification List

A notification list of potential partners will be maintained by the director or designate consisting at a minimum, of applicable entities listed in Ontario Regulation 444/98, and will also include:

- all applicable levels of municipal government;
- applicable to district social services board(s) or consolidated municipal service managers;
- applicable public health boards, local health integration networks and children's mental health centers; and
- Indigenous organizations provided in the regulation.

If child care operators and government funded agencies request it, they will be added to the notification list. Other eligible potential partners may be added to the notification list by the director or designate.

6. Notification Process

- 6.1 Information on space available to partners will be posted on LDSB's website and the information will be updated on an annual, or more frequent basis. Entities on the notification list will be notified when information is updated.
- 6.2 A public meeting will be held once per year to discuss potential facility partnerships and to receive information on the needs of the communities within LDSB. Details on the time and location of the meeting will be provided to the entities on the notification list and posted on LDSB's website at least 30 days in advance of the meeting.
- 6.3 Interested parties are to submit an application form for consideration. A sample form is included as Appendix A.

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6.4 When LDSB is considering building a new school or undertaking a significant addition or renovation, it will notify the entities on the notification list one to three years prior to the potential construction date. Lakehead District School Board will provide as much information as possible about its plans and the site to support potential partners in determining the project's suitability for their purposes.

7. Other

7.1 Lakehead District School Board is not expected to incur additional costs to support facility partnerships. The rent and/or fees charged to the partners should cover the operations and capital cost, including administrative costs and all applicable taxes, to LDSB space occupied by the partner. Any additional costs will be borne by the partners.

7.2 Notwithstanding the above, where suitable partners cannot be found or LDSB considers it to be in its best interest, surplus space may be sold or leased in accordance with Ontario Regulation 44/98 as amended. Lakehead District School Board's 9010 Pupil Accommodation Review Policy governs the study of schools for potential closure.

8. Review

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

<u>Cross Reference</u>	<u>Date Received</u>	<u>Legal Reference</u>
3060 Leasing of Space Policy	September 28, 2010	O.Reg 444/98 Ministry of Education Community Planning & Partnership Guide 2015
8011 Use of School Buildings, Facilities and Grounds Policy	<u>Date Revised</u> October 27, 2015	
8070 Safe Schools – System Expectations Policy	February 28, 2023	
9010 Pupil Accommodation Review Policy		