



**Office of the Director**

Jim McCuaig Education Centre  
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**BOARD ADVISORY COMMITTEE**  
**Tuesday, October 10, 2023**  
**Jim McCuaig Education Centre**

Sherrilynne Pharand  
Director of Education

Ellen Chambers  
Chair

**AGENDA**

**PUBLIC SESSION**  
**7:30 p.m. – in the Board Room/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 – 6:45 p.m. (SEE ATTACHED AGENDA)</b>		
6. Land Acknowledgement		
7. Delegations/Presentations		
8. Approval of Minutes		
8.1 Board Advisory Committee Meeting - September 12, 2023	E. Chambers	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.

**LAKEHEAD DISTRICT SCHOOL BOARD**

**MATTERS NOT REQUIRING A DECISION:**

10. Information Reports

10.1 Preparation of Students for Future Success (098-23)

J. Lower

4-9

11. First Reports

**MATTERS FOR DECISION:**

12. Postponed Reports

13. Ad Hoc and Special Committee Reports

14. New Reports

14.1 Appointments to the 2023-2024 Parent Involvement Committee (099-23)

S. Pharand

10-11

*It is recommended that Lakehead District School Board approve the following appointments to the 2023-2024 Parent Involvement Committee effective November 15, 2023 to November 14, 2024:*

- *Ahmed Bediwy, parent member;*
- *Chelsea Siver, parent member;*
- *Lorraine Mashongoane, alternate parent member;*
- *Morning Star Tom, Miiniwewinan Indigenous Education Advisory Committee representative;*
- *Tara Ingram, Special Education Advisory Committee representative;*
- *Shannon Jessiman-MacArthur, principal representative;*
- *Laura Prodanyk, community representative;*
- *Fred Van Elburg, teacher representative; and*
- *Connor Pratt, alternate teacher representative.*

14.2 Policy Review – 7060 Staff Training and Professional Development (096-23)

AJ Keene

12-13

*It is recommended that Lakehead District School Board rescind 7060 Staff Training and Professional Development Policy.*

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

Resource  
Person

Pages

- 14.3 Policy Review – 8011 Use of School Buildings,  
Facilities and Grounds (097-23)

K. Alaksa

14

*It is recommended that Lakehead District School Board approve the review of 8011 Use of School Buildings, Facilities and Grounds, as indicated in Report No. 097-23.*

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**

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF BOARD ADVISORY COMMITTEE**

Board Room/Microsoft Teams  
Jim McCuaig Education Centre

2023 SEP 12  
7:30 p.m.

**TRUSTEES PRESENT:**

Donica LeBlanc (Chair)  
Ellen Chambers  
Pat Johansen (Virtual)  
Ron Oikonen  
George Saarinen  
Trudy Tuchenhagen  
Leah Vanderwey

Ryan Sitch  
Scottie Wemigwans  
Emily Drake (Indigenous Student  
Trustee)  
Morgann De Franceschi (Student  
Trustee)

**SENIOR ADMINISTRATION:**

Sherry-Lynne Pharand, Director of Education  
AJ Keene, Superintendent of Education  
Heather Harris, Superintendent of Education  
Jane Lower, Superintendent of Education  
Michelle Probizanski, Superintendent of Education  
Kirsti Alaksa, Superintendent of Business

**FEDERATION/UNION REPRESENTATIVES:**

Angela Lee-Wiwcharyk, Managers (Virtual)

**PUBLIC SESSION:**

1. Approval of Agenda

Moved by Trustee Saarinen

Seconded by Trustee Chambers

*“THAT the Agenda for Board Advisory Committee Meeting, September 12, 2023, be approved.”*

**CARRIED**

2. Declaration of 2023-2025 Indigenous Student Trustee

Sherri-Lynne Pharand, Director of Education, introduced and welcomed Indigenous Student Trustee Emily Drake to her first official meeting in her capacity as the 2023-2025 Indigenous Student Trustee. Indigenous Student Trustee Drake recited and signed the Indigenous Student Trustee Declaration.

3. Declaration of 2023-2025 Student Trustee

Sherri-Lynne Pharand, Director of Education, introduced and welcomed Student Trustee Morgann De Franceschi to her first official meeting in her capacity as the 2023-2025 Student Trustee. Student Trustee Drake recited and signed the Student Trustee Declaration.

4. Introduction of Newly Appointed Superintendent

Sherri-Lynne Pharand, Director of Education, introduced Heather Harris, newly appointed Superintendent of Education to the Board

5. Introduction of Newly Appointed Leaders

Superintendents of Education, AJ Keene, Michelle Probizanski, Jane Lower, and Heather Harris, introduced the following newly appointed leaders to the Board.

- Ruby Kantharajh, Vice Principal  
Westgate Collegiate and Vocational Institute;
- Brian Hyytiainen, Vice Principal  
Superior Collegiate and Vocational Institute;
- Meghan Smelow, Student Success Lead;
- Inga Anderson-Foster, Vice Principal  
Westmount Public School;
- Mike Judge, Vice Principal  
École Elsie McGill Public School;
- Kristi Lees, Principal  
Nor'wester View Public School;
- Casey Charles, Principal  
St. James Public School;
- Anne Marie McMahon-Dupuis, Vice Principal  
Superior Collegiate and Vocational Institute;
- Kris Sandberg, Vice Principal  
Kingsway Park Public School, and
- Eyjolina Chapman, Vice Principal Claude E. Garton

6. Confirmation of Minutes

Moved by Trustee Sitch

Seconded by Trustee Tuchenhagen

*“THAT the Board Advisory Committee approve the minutes of the Board Advisory Committee Meeting, June 13, 2023.”*

CARRIED

MATTERS NOT REQUIRING A DECISION:

7. Report on the Activities of the 2022-2023 Supervised Alternative Learning Committee (091-23)

J. Lower, Superintendent of Education, presented the report. All trustees' questions were addressed.

8. 2022-2023 Operational Plan (092-23)

Sherry-Lynne Pharand, Director of Education, introduced Superintendents of Education, AJ Keene, Jane Lower, Michelle Probizanski, Heather Harris and Superintendent of Business, Kirsti Alaksa, who jointly presented the report. All trustees' questions were addressed.

9. Information and Inquiries

9.1 Trustee Saarinen informed the Board that the Bruce Nugent Golf Tournament was a success.

9.2 Superintendent Probizanski informed the Board that she was able to attend the Fetal Alcohol Spectrum Disorder (FASD) pow wow on Saturday stating it was a beautiful event.

9.3 Trustee Sitch informed the Board that he will be attending the upcoming OPSBA Directors meeting, September 22-23, 2023.

9.4 Trustee Johansen reminded the trustees that the OPSBA survey is due by September 15, 2023.

9.5 Trustee Saarinen informed the board that he along with Trustees' Ellen Chambers, Donica LeBlanc, Pat Johansen, Director Pharand, Superintendents AJ Keene, Michelle Prozanski, Jane Lower, and Kirsti Alaksa attended the United Way Local Love Breakfast this morning. Trustee Chambers added that both Student Trustee De Franceschi and Indigenous Student Trustee Darke were also in attendance at the breakfast.

10. Adjournment

Moved by Trustee Vanderwey

Seconded by Trustee Saarinen

*"THAT we do now adjourn at 9:09 p.m."*

CARRIED

LAKEHEAD PUBLIC SCHOOLS

OFFICE OF THE DIRECTOR OF EDUCATION

2023 OCT 10  
Report No. 098-23

TO THE CHAIR AND MEMBERS OF  
THE BOARD ADVISORY COMMITTEE – Public Session

RE: PREPARATION OF STUDENTS FOR FUTURE SUCCESS

1. Background

- 1.1 As outlined in the Strategic Plan, Lakehead District School Board (LDSB) offers a variety of high-quality programs and supports that reflect a continued commitment to student success and to the achievement of high levels of personal and academic excellence.
- 1.2 Lakehead District School Board aligns its goals with the Provincial Student Achievement priorities to improve students' graduation rates and preparedness for future success.
- 1.3 Career/life planning and experiential learning help students develop the knowledge and skills they need to make informed choices for their education, career, and life outside school.
- 1.4 Experiential learning enhances relevance, promotes engagement, contributes to improved achievement and the promotion of well-being and equitable outcomes for all students.

2. Situation

- 2.1 Lakehead District School Board and community partners provide a variety of programs for students so that students can participate in rich experiences that support the pathway planning process. This may include classroom, school-wide and community activities that help students develop knowledge and skills, choose the courses and activities that support their goals and interests, and make informed decisions about their post-secondary destination.
- 2.2 Ontario Youth Apprenticeship Program (OYAP), Specialist High Skills Majors (SHSM), Dual Credit programs, and Co-operative Education provide students opportunities to acquire knowledge and skills needed to make informed education and career/life choices.

- 2.3 In Grades 7 to 12, students participate in Education and Career/Life Individual Pathway Planning to learn more about themselves, their opportunities, and set goals and make plans to achieve them.
- 2.4 Building and strengthening community, industry, and post-secondary partnerships is a key factor in enhancing programs such as SHSM, OYAP, Co-operative Education, and pathway exploration for LDSB students.

3. Lakehead Public Schools Preparing Students for Future Pathways

- 3.1 Ontario Youth Apprenticeship Program allows a co-op student to complete a co-op placement in a skilled trade while also completing the requirements for a secondary school diploma. In 2022-2023, 106 LDSB students were OYAP participants. Ontario Youth Apprenticeship Program also allows students to start their apprenticeship while still in secondary school.
- 3.2 The Specialist High Skills Major program allows students in Grades 11 and 12 to build on their strengths and interests and focus their learning on a specific economic sector while meeting the requirements of the Ontario Secondary School Diploma (OSSD). Participating students gain sector specific skills, knowledge and training in education and career/life planning that assist with the transition from secondary school to apprenticeship training, college, university, or the workplace. Through the SHSM program, students can customize their education and learn more about a potential future career.

Students receive the SHSM seal on their diploma when they complete the required program components, which include a specific bundle of eight to ten courses and industry recognized certifications and training. During the 2022-2023 school year, 189 students were enrolled in and working toward a SHSM Seal of Distinction on their diploma. The 2023-2024, SHSM program choices include:

- arts and culture;
- business;
- health and wellness;
- manufacturing;
- transportation;
- construction;
- hospitality and tourism;
- aviation and aerospace; and
- justice, community safety & emergency services.

- 3.3 Lakehead District School Board celebrates the growth and ongoing success of the SHSM program completion rate. In 2021-2022, the LDSB completion rate was 77%, which exceeded the provincial average of 68%.



- 3.4 The Ministry of Education (MOE) has provided additional funding to boards to support the expansion of SHSM programs, with the goal of increasing student participation and engagement. In 2022-2023, LDSB was approved for two sections of technological education and one section of co-operative education. In 2023-2024, LDSB has three additional sections of co-operative education with the expectation to provide students in Grades 9 and 10 with information about SHSM programs; increase student participation in SHSM; build new partnerships and strengthen existing industry and community partnerships; ensure parents and guardians better understand the SHSM programs and skilled trades pathway.
- 3.5 Through SHSM Ministry funding, LDSB has received \$70,000 to create a Maker Space in each secondary school in the 2023-2024 school year. Teachers will be trained in the use of the equipment.
- 3.6 In 2022-2023, LDSB guidance counsellors participated in experiential professional learning opportunities to develop an enhanced understanding of the skilled trades and apprenticeship pathway and the benefits of the skilled trades as a career so that they can be better informed and positioned to promote this pathway as viable and valuable to all students. Lakehead District School Board elementary and secondary guidance counsellors participated in an industry tour and met with skilled trades persons. Guidance counsellors will continue to have similar, ongoing, and authentic learning opportunities.
- 3.7 Focused experiential learning opportunities in the community and school are designed to increase exposure to the skilled trades pathway and career opportunities. In 2022-2023, 1,390 LDSB students in Grades 7 to 12 participated in such experiences. During the summer 2023, learning programs, 113 elementary and secondary students participated in hands-on skilled trades workshops at the Carpenters' Union. Students learned about the importance of safety while working with hand tools and they created and constructed bird houses and toolboxes. In September 2023, 750 LDSB intermediate students participated in a Skilled Trades Event where they met with local partners and learned more about possible future careers.
- 3.8 Beginning in the 2023-2024 school year, all Grade 9 science students will participate in a learning experience at Kingfisher Outdoor Centre. This opportunity will support both a Science, Technology, Engineering and Math (STEM) experience as well as bring all Grade 9 students outside the classroom to solve real world problems, interact with nature, further explore future pathways, and engage in learning that calls for students to use transferable skills.
- 3.9 A Skilled Trades Bursary was awarded in June 2023 to 11 LDSB graduates who were enrolled in cooperative education programs and have plans to pursue skilled trades. This MOE bursary increases exposure to the skilled trades pathways and helps students overcome financial barriers as they pursue future education and career goals. Lakehead District School Board received funding for 2023-2024 to support 11 more students with Skilled Trades Bursaries.

- 3.10 Dual credit opportunities under the School College Work Initiative (SCWI) and the College Now Program continue to provide students the opportunity to earn a secondary school credit and a college credit, concurrently, while attending their respective secondary school and/or Confederation College. The Dual Credit (DC) program provides students with greater motivation to pursue a college education. Through participation in DC, students acquire a greater awareness and understanding of college programs leading to specific career destinations and are able to make more informed decision making regarding post-secondary choices. The primary focus of DC programs continues to be on senior students facing challenges in earning their secondary school diploma. Many are students who have the potential to succeed at college but who may not be reaching their full academic potential or students who have left school but then re-engaged in school through LDSB re-engagement initiatives.

Team taught DC courses include construction, manufacturing, transportation, and aviation. During the 2022-2023 school year, 70 students participated in SCWI team taught dual credits in their schools.

College Now is a unique college-delivered DC program offered at Confederation College to secondary school students from both the LDSB and the Thunder Bay Catholic District School Board. The DC program supports secondary school students in completing their secondary school diploma while considering their post-secondary education and transition to college. In the 2022-2023 school year, 53 LDSB students, registered in eight different subject areas and participated in the College Now program. In semester one of the 2023-2024 school year, there are 18 LDSB students participating in 27 College Now Dual Credits.

In semester two of the 2023-2024 school year, Grade 12 graduating students will have the option to start their apprenticeship as an automotive service technician (310S) at an all-day OYAP placement. In the last eight weeks of the semester students will complete the Level 1 Automotive Service Technician (310S) in-school component.

- 3.11 Experiential learning provides an opportunity for students to build and strengthen transferable skills critical for future success in education and career/life goals. Lakehead District School Board has implemented Recognition of Experiential Learning for Credit Pilot Program (RELC) for 2023-2024. This is a system program where students have an opportunity to participate in a credit course outside of the school day learning alongside a community partner and building important skills such as communication, critical thinking, problem solving and digital literacy. Students are recommended for this new program by their guidance counsellor or school administrator. Students who participate may need to earn additional credits to stay on track or who might require a program such as RELC to explore future pathways while building skills and confidence.

#### 4. Next Steps

- 4.1 Lakehead District School Board will continue to work in partnership with Confederation College and SCWI to expand access to DC options.
- 4.2 There are 144 trades in Ontario. By 2025, one in five jobs will be in the trades. Data suggests that the need to replace retiring workers is greater for trades workers than for other occupations. Lakehead District School Board will continue to focus on providing students with opportunities to explore this pathway through workshops, pathway discussions, events and activities with industry partners and Skills Ontario.
- 4.3 Lakehead District School Board will establish a system plan for the implementation of mandatory Grade 9 or Grade 10 technology credit beginning in 2024-2025.
- 4.4 Lakehead District School Board will plan for the implementation of the Grade 11 apprenticeship program pending information from the MOE.
- 4.5 Lakehead District School Board will plan for an expansion of SHSM programming pending MOE approval.
- 4.6 Lakehead District School Board will remain committed to providing support for educators as they enhance experiential learning opportunities for students.
- 4.7 Lakehead District School Board will continue to offer professional learning opportunities for educators to ensure their understanding of post-secondary programs, skilled trades and apprenticeship pathways, and labour market needs.
- 4.8 Community partnerships that support student pathways will continue to be developed and sustained.
- 4.9 Relevant data and feedback from students, parents/guardians, educators, and industry partners will continue to be used to inform decisions and monitor the success of SHSM, OYAP, and DC programs.

5. Conclusion

Lakehead District School Board continues to provide high quality programs and opportunities for all students to ensure student success and support graduation. Pathways planning will remain a priority at both the school and system levels to help students in setting and achieving goals as they transition to an appropriate post-secondary destination.

Respectfully submitted,

ROGER DRCAR  
Ontario Youth Apprenticeship Recruiter / SHSM / SCWI  
Student Success Resource Teacher

MEGHAN SMELOW  
Student Success Lead

JANE LOWER  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2023 OCT 10  
Report No. 099-23

TO THE CHAIR AND MEMBERS OF  
THE BOARD ADVISORY COMMITTEE – Public Session

RE: APPOINTMENTS TO THE 2023-2024 PARENT INVOLVEMENT COMMITTEE

1. Background

- 1.1 In September 2010, the Ministry of Education adopted Ontario Regulation 330/10 School Councils and Parent Involvement Committees requiring school boards to establish a Parent Involvement Committee that adheres to the requirements outlined in legislation.
- 1.2 The legislation outlined processes and timelines. The Parent Involvement Committee established working By-Laws that satisfied the legislation. The current By-Laws were adopted by the Parent Involvement Committee on September 13, 2021.

2. Situation

2.1 Parent Involvement Committee appointments must be approved by the Board.

2.2 Parent Voting Members

The parent voting members include: (one or two-year terms)

- four school council representatives;
- four parent members;
- one parent member appointed from the Special Education Advisory Committee;
- one parent member appointed from the Miiniwewinan Indigenous Education Advisory Committee; and
- alternate representatives that are appointed for one year only.

2.2.1 Parent members can be employees of Lakehead District School Board.

2.2.2 Currently, Robin Cawlishaw and Jena Samakese, parent members, are serving a two-year term from November 15, 2022, to November 14, 2024.

2.3 Community Voting Members

Up to three community representatives, that are voting members, can be appointed to the committee. Community representatives cannot be employees or members of Lakehead District School Board.

2.4 Voting member positions were advertised on the Board's website.

## 2.5 Non-Voting Members

The non-voting members include: (one-year terms)

- director of education;
- one trustee;
- one principal;
- one teacher; and
- alternate representatives.

2.5.1 The trustee and trustee alternate representative will be appointed by the Board after its Inaugural meeting on December 5, 2023.

2.6 The Parent Involvement Committee will continue to seek members for the remaining vacancies.

## 3. Conclusion

A recommendation to approve the Parent Involvement Committee appointments for 2023-2024 is included in this report.

### RECOMMENDATION:

It is recommended that Lakehead District School Board approve the following appointments to the 2023-2024 Parent Involvement Committee effective November 15, 2023, to November 14, 2024:

- Ahmed Bediwy, parent member;
- Chelsea Siver, parent member;
- Lorraine Mashongoane, alternate parent member;
- Morning Star Tom, Miiniwewinan Indigenous Education Advisory Committee representative;
- Tara Ingram, Special Education Advisory Committee representative;
- Shannon Jessiman-MacArthur, principal representative;
- Laura Prodanyk, community representative;
- Fred Van Elburg, teacher representative; and
- Connor Pratt, alternate teacher representative.

Respectfully submitted,

Sherry-Lynne Pharand  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2023 OCT 10  
Report No. 096-23

TO THE CHAIR AND MEMBERS OF  
THE BOARD ADVISORY COMMITTEE - Public Session

RE: POLICY REVIEW – 7060 STAFF TRAINING AND PROFESSIONAL DEVELOPMENT

1. Background

- 1.1 The 7060 Staff Training and Professional Development Policy was approved on June 8, 1994.
- 1.2 At the May 24, 2022, Regular Board Meeting, 7060 Staff Training and Professional Development Policy was approved for review during the 2022-2023 school year.
- 1.3 On December 7, 2022, the draft policy and procedures were posted on Lakehead District School Board (LDSB) website and distributed to constituent groups for review and comment with input to be received by January 25, 2023.

2. Situation

- 2.1 During the internal review process, it became apparent that this policy may be redundant and perhaps outdated.
- 2.2 Many items within the policy are repeated in other policy documents. For example, the mission and goals of professional development are outlined in Board philosophy documents.
- 2.3 Other items in the policy, such as required and mandatory training, have evolved since the inception of the original policy, and are governed by other legislation, regulatory requirements, and union collective agreements.
- 2.4 It was determined that 7060 Staff Training and Professional Development Policy is no longer necessary given that the intent of the policy is captured through other policy documents at LDSB.

RECOMMENDATION

It is recommended that Lakehead District School Board rescind 7060 Staff Training and Professional Development Policy.

Respectfully submitted,

AJ KEENE  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education



LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2023 OCT 10  
Report No. 097-23

TO THE CHAIR AND MEMBERS OF  
THE BOARD ADVISORY COMMITTEE - Public Session

RE: POLICY REVIEW – 8011 USE OF SCHOOL BUILDINGS, FACILITIES AND GROUNDS

1. Background

1.1 The 8011 Use of School Buildings, Facilities and Grounds Policy was last revised on November 28, 2017.

1.2 At the June 13, 2017, Standing Committee Meeting, the 8011 Use of School Buildings, Facilities and Grounds Policy, was approved for review during the 2025-2026 school year as part of the policy development and review cycle.

2. Situation

In order to include additional language that is compliant with the Ontario Human Rights Code, administration is requesting that 8011 Use of School Buildings, Facilities and Grounds Policy, be moved to the Policy Review Schedule for 2023-2024.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 8011 Use of School Buildings, Facilities and Grounds, as indicated in Report No. 097-23.

Respectfully submitted,

DAVE COVELLO  
Manager of IT Services and Corporate Planning

KIRSTI ALAKSA  
Superintendent of Business

SHERR-LYNNE PHARAND  
Director of Education