



Office of the Director

Jim McCuaig Education Centre  
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**BOARD ADVISORY COMMITTEE**  
**Tuesday, January 9, 2024**  
**Jim McCuaig Education Centre**

Sherrilynne Pharand  
Director of Education

Donica LeBlanc  
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 – 7:00 p.m. (SEE ATTACHED AGENDA)</b>		
6. Land Acknowledgement		
7. Delegations/Presentations		
7.1 Trustee Character Award - Sharon De Leon	E. Chambers	Verbal
7.2 Trustee Character Award - Carolyn Brooks	R. Oikonen	Verbal
7.3 Trustee Character Award - Orville Councillor	L. Vanderwey	Verbal
8. Approval of Minutes		
8.1 Board Advisory Committee Meeting - November 14, 2023	D. LeBlanc	1-4
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	The Arts ( 015-24)	H. Harris	5-6
10.2	Health and Safety Semi-Annual Report ( 013-24)	AJ Keene	7-12
10.3	Early Learning ( 016-24)	H. Harris	13-15
11.	First Reports		

**MATTERS FOR DECISION:**

12.	Postponed Reports		
13.	Ad Hoc and Special Committee Reports		
14.	New Reports		
14.1	Policy Review – 8061 Aboriginal Education Advisory Committee Policy (007-24)	H. Harris	16
	<i>“It is recommended that Lakehead District School Board approve the review of 8061 Aboriginal Education Advisory Committee Policy, as indicated in Report No. 007-24 and update any other LDSB policies where Aboriginal Education Advisory Committee is referenced.”</i>		
14.2	Policy Review – 3020 Legal Representation Policy (010-24)	M. Probizanski	17
	<i>“It is recommended that Lakehead District School Board approve the review of 3020 Legal Representation Policy, as indicated in Report No. 010-24.”</i>		
14.3	Policy Review – 7030 Human Rights and Workplace Harassment Policy (011-24)	J. Lower	18
	<i>“It is recommended that Lakehead District School Board approve the review of 7030 Human Rights and Harassment Policy, as indicated in Report No. 011-24.”</i>		

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>
14.4 Policy Review – 3040 Transportation Policy and Procedure ( 014-24)	AJ Keene	19
<i>“It is recommended that Lakehead District School Board approve the review of 3040 Transportation Policy.”</i>		
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

**MINUTES OF BOARD ADVISORY COMMITTEE**

Board Room/Microsoft Teams  
Jim McCuaig Education Centre

2023 NOV 14  
7:30 p.m.

**TRUSTEES PRESENT:**

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

Leah Vanderwey  
Ryan Sitch  
Morgann De Franceschi (Student  
Trustee)

**TRUSTEES ABSENT WITH REGRETS:**

Emily Drake (Indigenous Student Trustee)  
Scottie Wemigwans

**SENIOR ADMINISTRATION:**

Sherri-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

**MANAGERS/FEDERATION/UNION REPRESENTATIVES:**

Angela Lee-Wiwcharyk, Manager

**PUBLIC SESSION:**

1. Approval of Agenda

Moved by Trustee Saarinen

Seconded by Trustee Sitch

*“THAT the Agenda for Board Advisory Committee Meeting, November 14, 2023, be approved.”*

**CARRIED**

2. Resolve into Committee of the Whole- Closed Session

Moved by Trustee Tuchenhagen

Seconded by Trustee Chambers

*“THAT we resolve into Committee of the Whole – Closed Session with Trustee Le Blanc in the chair to consider the following:*

- *Confirmation of Committee of the Whole – Closed Session Minutes*
  - *October 10, 2023*
- *Legal Matters*
- *Legal 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

All Committee of the Whole Closed Session items were dealt with in their entirety.

PUBLIC SESSION:

4. Confirmation of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Sitch

*“THAT the Board Advisory Committee approve the minutes of the Board Advisory Committee Meeting, October 10, 2023.”*

CARRIED

MATTERS NOT FOR DECISION:

5. NUMERACY REPORT – MATH ACHIEVEMENT ACTION PLAN (112-23)

AJ Keene, Superintendent of Education, presented the report. All trustees’ questions were addressed.

MATTERS FOR DECISION:

6. New Reports

6.1. POLICY DEVELOPMENT – 7090 ACCOUNTABILITY (113-23)

Moved by Trustee Chambers

Seconded by Trustee Saarinen

*“THAT Lakehead District School Board approve 7090 Accountability Policy as indicated in Report No. 113-23.”*

CARRIED

6.2. POLICY REVIEW – 3026 BUDGET VARIANCE (110-23)

Moved by Trustee Oikonen

Seconded by Trustee Johansen

*“THAT Lakehead District School Board approve 3026 Budget Variance Policy, Appendix A to Report No. 110-23.”*

CARRIED

6.3. POLICY REVIEW – 6020 EXTENDED FIELD TRIP (111-23)

Moved by Trustee Oikonen

Seconded by Trustee Tuchenhagen

*“THAT Lakehead District School approve the review of 6020 Extended Field Trip Policy as outlined in Report No 111-23.”*

CARRIED

6.4. POLICY REVIEW – 6021 DAY FIELD TRIP (109-23)

Moved by Trustee Saarinen

Seconded by Trustee Sitch

*“THAT Lakehead District School approve the review of 6021 Day Field Trip Policy as outlined in Report No 109-23.”*

CARRIED

6.5. POLICY REVIEW – 7011 TEACHER PERFORMANCE APPRAISAL (106-23)

Moved by Trustee Chambers

Seconded by Trustee Oikonen

*“THAT Lakehead District School approve the review of 7011 Teacher Performance Appraisal Policy as outlined in Report No 106-23.”*

CARRIED

6.6. POLICY REVIEW – 8011 Use of School Buildings,  
Facilities And Grounds ( 107-23)

Moved by Trustee Johansen

Seconded by Trustee Saarinen

*“THAT Lakehead District School approve 8011 Use of School Buildings, Facilities and Grounds Policy, Appendix A to Report No. 107-23.”*

CARRIED

6.7. APPROVAL OF APPOINTMENT TO THE SPECIAL EDUCATION  
ADVISORY COMMITTEE (108-23)

Moved by Trustee Tuchenhagen

Seconded by Trustee Vanderwey

*“THAT Lakehead District School Board approve the appointment of Scott McBean as a replacement member to the Special Education Advisory Committee representing Children’s Centre Thunder Bay, for the term ending November 30, 2026 as outlined in Report No 108-23.”*

CARRIED

7. New Business

LETTER FROM CHAIR TO THE CONSULTATION ON THE MINISTRY OF  
EDUCATION’S ACCELERATED APPRENTICESHIP PATHWAY PROPOSAL

Moved by Trustee Johansen

Seconded by Trustee Vanderwey

The Board Advisory Committee recommends the adoption of the following motion,

*“THAT Lakehead District School Board approve the Chair of the Board send a letter to the consultation on the Ministry of Education’s Accelerated Apprenticeship Pathway Proposal.”*

CARRIED

8. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Sitch

*“THAT we do now adjourn at 9:36 p.m.”*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 015-24

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

RE: THE ARTS

1. Background

- 1.1 As identified in the Strategic Plan, Lakehead District School Board (LDSB) seeks to provide programs and supports so that every student can achieve high levels of personal and academic excellence. “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)
- 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 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 During this school year, elementary schools will be engaged in professional learning supported by partnerships with:
- Thunder Bay Art Gallery;
  - Thunder Bay Symphony Orchestra; and
  - Elder Beatrice Twance-Hynes.
- 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

“Fostering a love of the arts in students, even if they do not intend to be professional artists, will enrich their future experience as audience members. As well, study of the arts expands the ways in which students can express their ideas, feelings, beliefs, and values, as well as their understanding of those of others. It encourages innovative thinking, spontaneity, intuition, divergent thinking, and improvisation.” (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,

KALI BERNST  
Principal of Indigenous Education and Program

HEATHER HARRIS  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 013-24

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

RE: HEALTH AND SAFETY PROGRAM – SEMI-ANNUAL REPORT

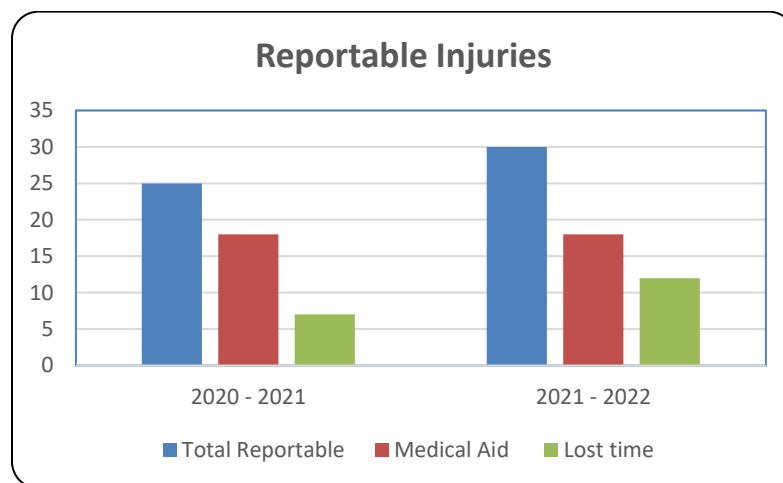
1. Background

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

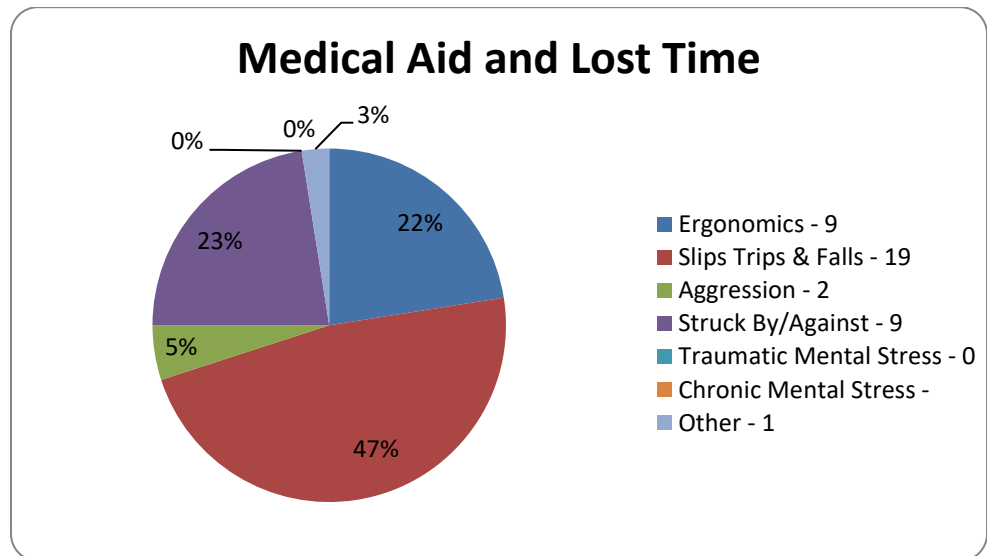
2.1 Accident Statistics

2.1.1 Over the 2022-2023 school year, employees recorded a total of 40 reportable injuries. Reportable injuries are defined as incidents that required medical aid or resulted in lost time. This was up from 30 reported the previous year. The number of incidents requiring medical care was 20, which is up from seven in the previous year. The number of lost time incidents was 20, up 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.



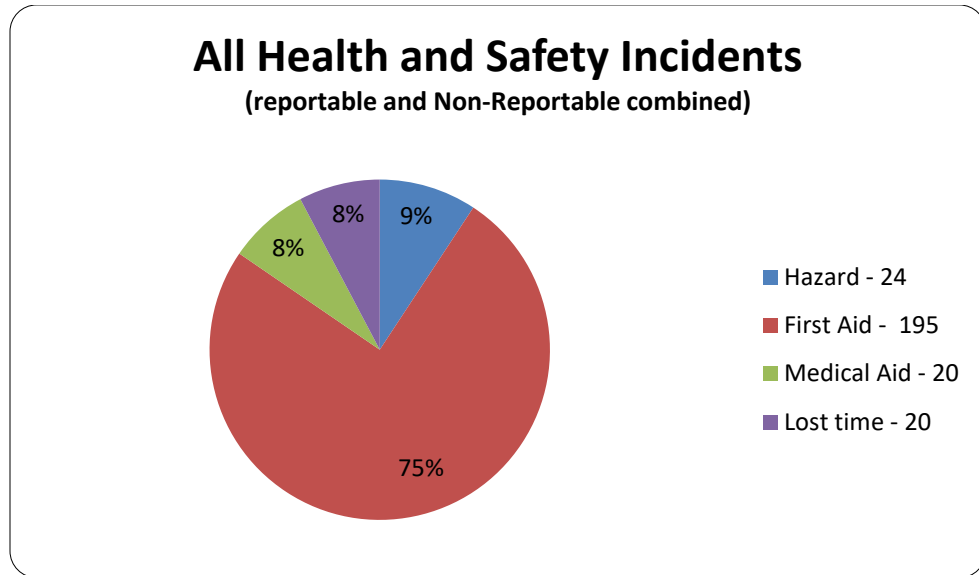
Note: Ergonomics – includes overexertion and repetitive motion strain Chronic Mental Stress (CMS) policy new in 2018 was retroactive to April 2014.

Other –Covid cases, 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 3.45 compared to the provincial average rating of 4.38.

2.1.4 The total number of non-reportable incidents for the 2022-2023 school year was 259. Non-reportable injuries are defined as first aids and near misses (hazards). The number of incidents requiring first aid was 195 as opposed to 132 from the previous year. There were also 24 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

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

#### 3.1 Slip, Trips and Falls Prevention

Slip, trips and falls continues to be a leading cause for injuries locally and provincially. In an effort to reduce these incidents, Lakehead District School Board launched a campaign for 2023-2024 school year including educational signage and providing traction aids to all sites which are available to all staff.

## Put Your Best Foot Forward

*Slips, Trips, & Falls (STF)...*

- Are the #1 cause of injuries
- Result in the most severe injuries
- Most frequently occur during the winter

Winter Footwear is a **critical component** of STF Prevention.

**TO LEARN MORE:** 

*Put a stop to slips and falls with a visit to [RateMyTreads.com](https://RateMyTreads.com)*







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## 3.2 COVID-19

The health and safety of our staff is very important and essential to the learning experience of our students. COVID safety measures remained in place for the 2022 – 2023 school year included:

- daily Pre-Entry Screening using the Provincial Screening Tool;
- PPE availability – masking and eye protection;
- Rapid Antigen Tests;
- hand hygiene (entry point hand sanitizing and in-room hand washing); and
- mobile HEPA air filtration units.

## 3.3 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.

### 3.3.1 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. Five First Aid courses were held, and 81 employees completed training in the 2022-2023 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, five staff successfully completed the certification course.

### 3.3.2 Online Training

Since the Fall of 2015, the Board has been using an online training platform. For the period of September 1, 2022 to August 31, 2023, there were 12,107 online course completions.

2022-2023 requirements:

- Ryan's Law;
- Sabrina's Law;
- LPS Concussion Training;
- Workplace Violence: Awareness and Prevention;
- Ontario School Board Anti-Sex Trafficking Protocol Part 1; and
- Ontario School Board Anti-Sex Trafficking Protocol Part 2.

### 3.3.3 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 COVID19 (New 2020);
- Ontario School Board Anti-Sex Trafficking Protocol Part 1 (New 2022);
- Ryan's Law; and
- Sabrina's Law.

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

### 3.4 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 environments for all students and staff. A continuing commitment to education, training, and health and safety promotion, will ensure LDSB remains compliant with all acts and regulations and, in turn, reduce operating costs. This commitment to safety will also make our schools and facilities the best place for students and staff to work and learn.

Respectfully submitted,

KYLE ULVANG  
Health and Safety Officer

JIM DESAULNIERS  
Manager of Property Services

KIRSTI ALAKSA  
Superintendent of Business

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 016-24

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

RE: EARLY LEARNING

1. Background

- 1.1 Lakehead District School Board (LDSB), in its Strategic and Operational Plans, identifies the commitment to high levels of personal and academic excellence for every student, as well as a continued commitment to student success. Success in school during the early years can impact and predict future success; therefore, early learning programs must provide strong foundational skills.
- 1.2 *The Kindergarten Program, 2016*, sets out the principles, expectations for learning, and pedagogical approaches that are developmentally appropriate for four and five-year old children.
- 1.3 *Growing Success, The Kindergarten Addendum, 2016*, describes the policy for assessment, evaluation, and reporting for Kindergarten.
- 1.4 Lakehead District School Board encourages effective and efficient supports and services for students and families by enhancing communication through the strengthening of community relationships. We continue to consult with our local District Social Services Administrative Board (DSSAB) in relation to providing childcare services in our schools and maintain a seat on the district community partners table, which serves to address childcare needs and services for both Pre-K and school-aged learners.

2. Situation

- 2.1 In order to support strategic planning, program quality and evaluation, and communication, there continues to be an early years lead position at the superintendent level.
- 2.2 The New Teacher Induction Program (NTIP) provides mentorship and professional learning opportunities for new Kindergarten teachers. In partnership with the union representing Early Childhood Educators (ECEs), we have also developed a training/mentoring program for newly hired ECEs.
- 2.3 A system Kindergarten committee was re-established to plan professional development, consider issues related to the Kindergarten program, and support the success and well-being of students and staff in the early years. The committee is comprised of Kindergarten teams, program staff, ECE union representatives, and the early years lead.



- 2.4 The *Key Messaging for Kindergarten* document was revised by the system Kindergarten committee and shared with administrators and Kindergarten teams in September 2023. This is a guiding document focused on the fundamental philosophies of Kindergarten at Lakehead Public Schools (LPS) including collaborative partnerships, instruction, intentional play, the classroom environment, and the educator team relationship.
- 2.5 A central ECE position was established this school year. The central ECE supports Kindergarten teams to implement proven practices and provide rich, experiential learning opportunities for students that align with the fundamental philosophies of Kindergarten at LPS.
- 2.6 Our Kindergarten Registration event will be hosted at École Elsie MacGill Public School in early January 2024, with school-based open houses held the following week. The event will follow new drop-in format this year, providing families with many opportunities to engage with community partners, as well as school and school Board staff. The event will be family friendly with fun and engaging activities set up for the children.
- 2.7 We continue to advocate for childcare centres and recreation programs to meet the needs of families for before and after school care for children. An annual survey will be sent out in the spring, and the results will determine if there is a need to expand our current childcare programs in schools. Lack of staff continues to be a challenge in the childcare sector in Thunder Bay and across the province.
- 2.8 The Ages and Stages Questionnaire (ASQ) has been identified by all agencies and community partners as the single tool to be used to screen children aged six to 54 months old. This tool identifies areas of need that may require referrals to school and community partners for supports (e.g., speech and language, occupational therapy, etc.). School staff have been trained to administer the screen and a referral process has been standardized.
- 2.9 We continue to see impacts of the COVID-19 pandemic on our youngest learners, particularly in the areas of school readiness and socialization. Teachers and ECEs continue to support Kindergarten students with engaging and meaningful learning opportunities that help them grow in all areas of their development.
- 2.10 Kindergarten educator teams have been and will continue to be included in training on reading and mathematics in the early years. Training and resources provided to schools will help Kindergarten teams to support our youngest learners to be capable readers and mathematicians when they leave the primary grades.

### 3. Next Steps

- 3.1 To continue to support educators and administrators in providing exemplary Kindergarten programming.
- 3.2 To prepare and deliver a professional development day for school administrators and early years educators to identify and explore trends, key messages, and responsibilities with respect to the Kindergarten program. This includes a review of recent Ministry of Education documents and Board policies, as well as training on developing the ECE/teacher relationship.
- 3.3 To work with kindergarten educators to identify growing needs and challenges and develop strategies to address them.
- 3.4 To work with DSSAB to advocate for improved working conditions for ECEs, and to investigate strategies to improve enrolment of ECE programs at the college level.
- 3.5 To continue to work with community partners to meet regulations that require before and after-school programs for four to 12 year olds at every publicly funded school serving children from JK–Grade 6, where there is sufficient demand.
- 3.6 To work regionally with Early Years leads to develop a common document to support the use of shared spaces with school educators and childcare providers.
- 3.7 To continue to work with the Ministry of Education, DSSAB and community partners to meet regulations that require before and after-school programs for four to 12 year olds at every publicly funded school serving children from JK–Grade 6, where there is sufficient demand.

### 4. Conclusion

Lakehead District School Board believes in establishing a strong foundation for learning in the early years. We believe in the potential and possibilities provided for our youngest learners, when we collaborate with our community partners to meet the varied and changing needs of early learners. Lakehead District School Board recognizes that positive experiences set a child on a path of lifelong learning and nurture competencies that they will need to thrive in the world of today and tomorrow.

Respectfully submitted,

HEATHER HARRIS  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 007-24

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

RE: POLICY REVIEW – 8061 ABORIGINAL EDUCATION ADVISORY COMMITTEE  
POLICY

1. Background

- 1.1 The 8061 Aboriginal Education Advisory Committee Policy was last revised on April 27, 2021.
- 1.2 In 2022-2023, the committee adopted the name Miiniwewinan. In Anishnaabemowin, Miiniwewinan represents people from the community bringing, sharing, and giving their gifts to this work and contributing to Lakehead District School Board to support students. This name was considered to be more closely aligned with the nature and purpose of the committee.
- 1.3 The subtitle “Indigenous Education Advisory Committee” was included in the name so that organizations and agencies outside of Lakehead Public Schools have an understanding of the committee’s mandate.

2. Situation

In order to change the name of 8061 Aboriginal Education Advisory Committee Policy to align with the name of the committee, administration is requesting that 8061 Aboriginal Education Advisory Committee Policy, be moved to the Policy Review Schedule for 2023-2024.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 8061 Aboriginal Education Advisory Committee Policy, as indicated in Report No. 007-24 and update any other LDSB policies where Aboriginal Education Advisory Committee is referenced.

Respectfully submitted,

HEATHER HARRIS  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 010-24

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

RE: POLICY REVIEW – 3020 LEGAL REPRESENTATION POLICY

1. Background

The 3020 Legal Representation Policy was last revised on May 23, 2017.

2. Situation

In order to include recommendations from a review committee, administration is requesting that 3020 Legal Representation Policy, be moved to the Policy Review Schedule for 2023-2024.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 3020 Legal Representation Policy, as indicated in Report No. 010-24.

Respectfully submitted,

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 011-24

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

RE: POLICY REVIEW – 7030 HUMAN RIGHTS AND WORKPLACE HARASSMENT  
POLICY

1. Background

The 7030 Human Rights and Harassment Policy was last revised on November 24, 2020.

2. Situation

As per the direction of the Ontario Human Rights Commission and the Ontario Health and Safety Act, this policy is required to be opened for review annually. Administration is requesting that 7030 Human Rights and Harassment Policy, be moved to the Policy Review Schedule for 2023-2024.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 7030 Human Rights and Harassment Policy, as indicated in Report No. 011-24.

Respectfully submitted,

ANTHONY JEETHAN  
Human Rights and Equity Advisor

JANE LOWER  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JAN 09  
Report No. 014-24

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

RE: POLICY REVIEW – 3040 TRANSPORTATION POLICY AND PROCEDURE

1. Background

The 3040 Transportation Policy and Procedures was last approved on November 23, 2021.

2. Situation

2.1 In order to revise the eligibility distances to align with the Ministry of Education's funding for 2024-2025, administration is requesting the policy and procedures be moved to the 2023-2024 Policy Review Schedule.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the review of 3040 Transportation Policy.

Respectfully submitted,

CRAIG MURPHY  
Manager, Student Transportation Services of Thunder Bay

KIRSTI ALAKSA  
Superintendent of Business

SHERRI-LYNN PHARAND  
Director of Education