



**Office of the Director**

Jim McCuaig Education Centre  
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**REGULAR BOARD MEETING NO. 21**

**Tuesday, June 25, 2024**

**Jim McCuaig Education Centre**

Sherri-Lynne 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. Land Acknowledgement	L. Vanderwey	Verbal
5. Delegations/Presentations		
5.1 Trustee Character Award – First Wesley United Church - Community Outreach Program	R. Oikonen	Verbal
6. Approval of Minutes		
6.1 Regular Board Meeting No. 20 - May 28, 2024	E. Chambers	1-8
7. Business Arising from the Minutes		

**MATTERS NOT REQUIRING A DECISION:**

8. Information Reports		
8.1 Ontario Public School Boards' Association (OPSBA) Report	R. Sith	Verbal
8.2 Student Trustee – June Report (087-24)	M. De Franceschi	9-11
8.3 Indigenous Student Trustee – June Report (088-24)	E. Drake	12-13

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

**LAKEHEAD DISTRICT SCHOOL BOARD**

		<u>Resource Person</u>	<u>Pages</u>
8.4	Updates from the Chair/Director	E. Chambers/ S. Pharand	Verbal
8.5	Math Achievement Action Plan (080-24)	AJ Keene	14-15
8.6	Annual Review of the Plan to Deliver Special Education Programs and Services: 2024-2025 (083-24)	M. Probizanski	16-19
8.7	2024-2025 Order of Policies for Review (085-24)	S. Pharand	20-21
8.8	2021-2024 Strategic Plan Report (086-24)	S. Pharand	22
8.9	Special Education Advisory Committee Meeting Minutes - April 17, 2024 - May 15, 2024	M. Probizanski	23-29
8.10	Audit Committee Meeting Minutes - November 29, 2023	K. Alaksa	30-32
8.11	Finance Committee Meeting Minutes. - February 28, 2024 - April 16, 2024	K. Alaksa	33-37
8.12	Miiniwewinan: Indigenous Education Advisory Committee Meeting Minutes - February 8, 2024 - April 25, 2024	H. Harris	38-45

9. First Reports

**MATTERS FOR DECISION:**

10. Postponed Reports

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>
11.	Recommendations from the Board Advisory Committee (081-24)	D. LeBlanc	46-71
11.1	Policy Review –3002 Annual Evaluation of the Director of Education (073-24)		
	<i>It is recommended that Lakehead District School Board approve 3002 Annual Evaluation of the Director of Education Policy, Appendix A to Report No. 073-24.</i>		
11.2	Policy Review – 8070 Safe Schools - System Expectations, 3093 Electronic Information Security Policy, 3096 Information/Communication Technology Use Policy, 8092 Code of Conduct Policy (070-24)		
	<i>It is recommended that Lakehead District School Board approve 3096 Information/Communication Technology Use policy and 8092 Code of Conduct policy, Appendix A and Appendix B to Report No. 070-24.</i>		
11.3	Approval of Appointments to the Supervised Alternative Learning Committee 2024-2025 ( 068-24)		
	<i>It is recommended that Lakehead District School Board approve the following appointments to the Supervised Alternative Learning (SAL) Committee for the 2024-2025 school year:</i>		
	<ul style="list-style-type: none"> <li>• Donica Leblanc, Trustee;</li> <li>• Trudy Tuchenhausen, Trustee (Alternate);</li> <li>• Jane Lower, Superintendent of Education;</li> <li>• Meghan Smelow, Student Success Lead, SAL Committee Chair;</li> <li>• Lorna Hunda, Executive Director, Youth Employment Services (YES) (Alternate);</li> <li>• Stacy-Ann Dyer-McNish, Service Delivery Manager, Youth Employment Services (YES); and</li> <li>• <b>Tom Nesti</b>, Program Supervisor, Youth Employment Services (YES).</li> </ul>		
12.	Recommendation from the Finance Committee (084-24)	S. Wemigwans	72
	<i>It is recommended that Lakehead District School Board approve the 2024-2025 Operating and Capital Budget of \$171,433,200 as presented.</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>
13.	Ad Hoc and Special Committee Reports		
14.	New Reports		
15.	New Business		
	Ontario Public School Boards' Association Voting Delegates for the 2024-2025 Term of Office	E. Chambers	Verbal
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 REGULAR BOARD MEETING NO. 20**

Board Room/Microsoft Teams  
Jim McCuaig Education Centre

2024 May 28  
7:30 P.M.

**TRUSTEES PRESENT:**

Ellen Chambers (Chair)  
Donica LeBlanc (Vice Chair)  
Pat Johansen  
Ron Oikonen  
George Saarinen  
Trudy Tuchenhausen  
Leah Vanderwey  
Ryan Sitch

Emily Drake (Indigenous  
Student Trustee)  
Morgann De Franceschi  
(Student Trustee)

**ABSENT WITH REGRET:**

Scottie Wemigwans (Indigenous Trustee)  
AJ Keene, Superintendent of Education

**SENIOR ADMINISTRATION:**

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

**FEDERATION/UNION REPRESENTATIVES:**

Nancy Nix, Union Representative, LETO-Lakehead Elementary Teachers of Ontario  
Megan Semeniuk, Mental Health Lead (representing managers), Lakehead District  
School Board  
Leesa McCarville, Vice Principal, McKenzie Public School

**PUBLIC SESSION:**

1. **Approval of Agenda**

Moved by Trustee Vanderwey

Seconded by Trustee Johansen

*"THAT the Agenda for Regular Board Meeting No. 20, May 28, 2024 be approved."*

**CARRIED**

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee LeBlanc

Seconded by Trustee Vanderwey

*“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*
  - *Regular Board Meeting No. 19 - April 23, 2024*
  - *Personnel Matter (057-24)*
  - *Legal 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. Report of Committee of the Whole – Closed Session

Moved by Trustee Vanderwey

Seconded by Trustee Johansen

*“THAT the Report of the Regular Board-Committee of the Whole – Closed Session be adopted with the following recommendations therein:*

1. *‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Regular Board Meeting No. 19, April 23, 2024.’*
2. *‘THAT the Memorandum of Settlement, Appendix A to Report No. 057-24, as negotiated between the Lakehead District School Board and the Elementary Teachers’ Federation of Ontario Lakehead Elementary Occasional Teachers’ Local Bargaining Unit effective September 1, 2022, to August 31, 2026, be ratified by the Board, and that the Officers of the Board be authorized to sign the Agreement on behalf of the Board and affix the corporate seal thereto.’”*

CARRIED

5. Land Acknowledgement

Trustee Saarinen read the land acknowledgement and acknowledged that history was made in parliament today when Sol Mamakwa spoke for the first time in Anishiniimowin (also known as Oji-Cree) language in the Ontario Legislature.

6. Delegations/ Presentations:

6.1. Trustee Recognition Award - Andrea Lampo

Trustee LeBlanc presented Andrea Lampo, Teacher/Math Chair, Hammarskjold High School, with the Trustee Recognition Award for her selfless devotion of her time and energy to supporting Lakehead Public School students on their math journey. Andrea was recently awarded the Ontario Association for Mathematics Education's Award for Exceptional and Creative Teaching in Secondary Mathematics, which recognizes secondary school mathematics educators who demonstrate excellence in mathematics education and contributes to overall student development. Andrea also became a lifetime member of the Society of Descartes Medallists, a Rene Descartes Foundation for the Advancement of Mathematics at the University of Waterloo initiative that pays tribute to Ontario math and computer science educators who are worthy of special recognition.

6.2. Celebrating Student Achievement –École Elsie MacGill Public School – Creating a Community within a Community

Heather Harris, Superintendent of Education, introduced Erin Aylward, Principal and Mike Judge, Vice Principal, École Elsie MacGill Public School, who presented the report. All trustees' questions were addressed.

7. Approval of Minutes

Moved by Trustee Saarinen

Seconded by Trustee LeBlanc

*"THAT Lakehead District School Board approve the Minutes of Regular Board Meeting No.19, April 23, 2024."*

CARRIED

MATTERS NOT REQUIRING A DECISION:

8. Ontario Public School Boards' Association (OPSBA) Report

Trustee Sitch updated the Board that there have been changes to the non-profit legislation that impact the timing that Lakehead District School Board elects its OPSBA voting delegates and director representative. The Board will need to pass a motion at the next Regular Board meeting to approve the selected delegates and inform OPSBA. Trustee Sitch informed the Board that he will send out two motions for consideration. The voting delegate will take the response to the OPSBA AGM ( July 2-5).

9. Student Trustee Report

Morgann De Franceschi, Student Trustee, presented her May report to the Board. Items addressed in the report included: a visit to Hammarskjöld High School to discuss their student led project, a meeting with Westgate Collegiate and Vocational Institute's principal and vice principals to discuss some concerns brought to the student trustees by the school's Student Activities Council, attendance at the Grade 8 Award of Excellence banquet as Master of Ceremony with Indigenous Student Trustee Drake. All trustees' questions were addressed.

10. Indigenous Student Trustee Report

Emily Drake, Indigenous Student Trustee, presented her May report to the Board. Items addressed in the report included: organizing and implementing a Grades 9-11 Indigenous based survey at Superior Collegiate and Vocational Institute, a trustee mentor meeting with Trustee Saarinen, attendance at the Grade 8 Award of Excellence Banquet as a Master of Ceremony and gave a virtual presentation to the Reach Ahead Class with Student Trustee De Franceschi. All trustees' questions were addressed.

11. Updates from the Chair/ Director

Sherri-Lynne Pharand, Director of Education, informed the Board she wanted to extend thanks to all the trustees' who attended the OPSBA Take your MPP to School day at Kakabeka Falls Public School and Whitefish Valley Public School with MPP Holland. Director Pharand reminded the Board of the Pride flag raising event at Hammarskjöld High School on Friday, May 31, 2024 and at the Board Office on Monday, June 3, 2024. Director Pharand touched on the importance of members in public education showing their support of inclusivity in times where hate has been dividing our society. Director Pharand reminded the Board of the up coming play, The Wizard of Oz, at Hammarskjöld High School and of the Thunder Pride Youth Awareness Brunch on Sunday, June 2, 2024. Director Pharand informed the Board that she is looking forward to celebrating all the upcoming events (graduations, awards ceremonies and retirement dinners) that celebrate the achievements of Lakehead Public Schools students and staff.

Chair Ellen Chambers informed the Board that she had no further updates.

12. Mental Health Report (066-24)

Michelle Probizanski, Superintendent of Education, introduced Megan Semeniuk, Mental Health Lead, who presented the report. All trustees' questions were addressed.

13. Human Rights, Equity, and Inclusive Education Report (065-24)

Jane Lower, Superintendent of Education, introduced Anthony Jeethan, Human Rights and Equity Advisor, who presented the report. All trustees' questions were addressed.



## MATTERS FOR DECISION

14. Recommendations from the Board Advisory Committee (067-24)

Policy Review–9030 Playground Structures Policy (059-24)

Moved by Trustee LeBlanc

Seconded by Trustee Sith

*“THAT Lakehead District School Board approve 9030 Playground Structures Policy, Appendix A to Report No. 059-24.”*

CARRIED

15. Recommendations from the Board Advisory Committee (067-24)

Policy Review – 3093 Electronic Information Security Policy, 3096 Information/Communication Technology Use Policy, 8092 Code of Conduct Policy (061-24)

Moved by Trustee LeBlanc

Seconded by Trustee Saarinen

*“THAT Lakehead District School Board approve the review of 3093 Electronic Information Security Policy, 3096 Information/Communication Technology Use Policy and 8092 Code of Conduct Policy.”*

CARRIED

16. Recommendations from the Board Advisory Committee (067-24)

Policy Review – 8020 Access to Schools Policy (060-24)

Moved by Trustee LeBlanc

Seconded by Trustee Oikonen

*“THAT Lakehead District School Board approve 8020 Access to Schools Policy, Appendix A to Report No. 060-24.”*

CARRIED

17. Recommendations from the Board Advisory Committee (067-24)

Policy Review – 3061 Reclamation of Properties Policy (042-24)

Moved by Trustee LeBlanc

Seconded by Trustee Vanderwey

*“THAT Lakehead District School Board Approve 3061 Reclamation of Properties Policy, Appendix A to Report No. 042-24.”*

CARRIED

18. Recommendations from the Board Advisory Committee (067-24)

Approval of 2024-2025 Board Advisory Committee and Regular Board Meeting Schedule(062-24)

Moved by Trustee LeBlanc

Seconded by Trustee Oikonen

*“THAT Lakehead District School Board approve the 2024-2025 Board Advisory Committee and Regular Board Meeting Schedule, as set out in Appendix A to Report No. 062-24.”*

CARRIED

19. Recommendations from the Board Advisory Committee (067-24)

2024 to 2032 Policy Review Schedule (056-24)

Moved by Trustee LeBlanc

Seconded by Trustee Johansen

*“THAT Lakehead District School Board approve the 2024 to 2032 Policy Review Schedule, Appendix A to Report No. 056-24.”*

CARRIED

20. Ad Hoc and Special Committee Reports

Special Education Advisory Committee Request for Approval of Correspondence (064-24)

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhausen

*“THAT Lakehead District School Board approve the request from the Special Education Advisory Committee to send correspondence of support to the Minister of Education, as outlined in Report No. 064-24.”*

CARRIED

21. New Reports

22. New Business

23. Notices of Motion

24. Information and Inquiries

24.1. Chair Chambers informed the Board that the following events were attended by trustees:

**Nor’wester View Public School’s performance of Matilda Jr at Westgate Collegiate and Vocational Institute - May 15 -16, 2024.**

- Trustees’ Saarinen, Johansen and Director Pharand.

**Grade 8 Award of Excellence Banquet – May 16, 2024**

- Trustees’ Tuchenhausen, Saarinen, LeBlanc, Sitch, Johansen, Chambers, Indigenous Student Trustee Drake, Student Trustee De Franceschi, Superintendents’ Lower and Harris and Director Pharand.

**OPSBA Take your MPP to School Week at Kakabeka Falls Public School and Whitefish Valley Public School - May 22, 2024**

- Trustees’ LeBlanc, Vanderwey, Johansen, Chambers, Superintendent Keene, Jamie Smith, Communications Supervisor, and Director Pharand.

**Spring All-Star Concert at École Elsie MacGill Public School – May 23, 2024**

- Trustees’ Tuchenhausen, Vanderwey and Saarinen.

25. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Sitch

*"THAT we do now adjourn at 9:06 p.m."*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUNE 25  
Report No. 087-24

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

RE: STUDENT TRUSTEE – JUNE REPORT

1. Introduction

As my first year of being a student trustee with the Lakehead District School Board (LDSB) comes to an end, I am extraordinarily thankful for all the opportunities and insight I was able to gain. As a student trustee, I was able to fully learn and understand the role of students for our schools and how important their education is to the future, and the amount of personal growth I have undergone is unimaginable. This first year has become a solid base for my continuous success, as I now have the experience to become an even better student trustee during the second year of my term. Seeing all of the amazing things that the LDSB superintendents and trustees do for the students, solidifies the reason I became a student trustee in the first place.

2. Year in Review

- 2.1 On Tuesday, September 12, 2023, Trustees' Saarinen, LeBlanc, Chambers, Johanson, Indigenous Student Trustee Drake, Superintendents Keene and Alaksa, Director Pharand and I attended a breakfast fundraiser hosted by United Way. It was a great way to get to know all of the Board members who I would work next to for the following two years. It was also a great first impression on just how involved the members of the LDSB are in the community.
- 2.2 On Monday, October 16, 2023, Trustee LeBlanc and I made a visit to Ogden Community Public School to speak with Mrs. Hanna-Gardiner's Grade 5 class. The presentation enlightened the students of the opportunities that LDSB provides, as well as some overall knowledge of what the members of the Board do. The presentation expanded my knowledge of the LDSB as well as gaining knowledge of the different positions within the Board.
- 2.3 On November 15, 2023, I attended my first Special Education Advisory Committee (SEAC) meeting. It was a very insightful meeting. I learned about the various wonderful things that our Board has and is doing to ensure that all students reach their full academic potential, as well as immersing myself in the knowledge of what special education consists of.

- 2.4 On November 27, 2023, I made a school visit to Superior Collegiate and Vocational Institute speak with their Student Activities Council (SAC). This meeting went very well, and we discussed various topics such as their school environment, some events they are planning to do, and the pros and cons of their school. The meeting proved valuable as many different concerns were brought to our attention, in addition to what the school is doing to cope with these issues. Taking into consideration the views of the students is essential when considering next steps for our secondary schools.
- 2.5 Our first virtual student senate was held on November 29, 2023. I was put into a breakout room with the three secondary schools present and was fascinated to listen to their discussions and all the wonderful things that their schools have in place. The many student-led teams and clubs were amazing to hear about and really promoted the aspect of diversity and broadened my view of inclusivity in our schools.
- 2.6 On January 15, 2024, I attended the Kindergarten registration night, along with various trustees. Seeing all the future students of Lakehead District School Board was an inspiring moment. This day was about inclusivity and making sure that everyone felt welcome and excited to be part of LDSB.
- 2.7 On February 26, 2024, I met with Westgate Collegiate and Vocational Institute's school council. My goal of this meeting was to introduce the new student led project that we are planning to share with Lakehead Public Schools and to ask parents if there were any concerns brought home by the students regarding their education and time at school. I was glad to meet some of the many parents of LDSB students and establish myself as not only an approachable figure for the students, but also for the parents.
- 2.8 On Tuesday, April 16, 2024, Indigenous Student Trustee Drake and I made a formal visit to Westgate CVI's SAC. This meeting proved valuable as we learned some of the issues students at Westgate CVI face, and together with their SAC, we discussed with solutions for these issues.
- 2.9 On Thursday, April 18, 2024, Indigenous Student Trustee Drake and I made a formal visit to Hammarskjöld High School. While there, we discussed some of the upcoming events they plan on hosting and updates on their student led project. By being able to converse with the SAC, we were able to understand their school and the needs of the students. Hammarskjöld's SAC members also explained how they promote inclusivity and gave us ideas for the future.

- 2.10 On Thursday, May 12, 2024, Indigenous Student Trustee Drake, and I were the Master of Ceremonies for the 2024 Grade 8 Award of Excellence Banquet. It was amazing to see all the young leaders full of so much potential. It was a very captivating event and I look forward to being a part of it in the coming year. Seeing how LDSB celebrates the successes of students was quite inspiring to myself in terms of being a great student trustee.
- 2.11 May 22, 2024, Indigenous Student Trustee Drake and I were part of a virtual student trustee presentation for the Grade 8 Reach Ahead class, where we answered questions about secondary school and our experience as student trustees. The students were very involved and asked many questions about our experience so far. Overall, I believe we impacted them in a positive and encouraging manner. It was motivating to answer the many questions and see just how involved some students are to their education.

3. Recommendations

- 3.1 Being organized is half the job of being a student trustee. By being organized and having a concrete structure, stress and anxiety is reduced. This year I made a concerted effort to be organized, and I plan to keep it up in the second half of my term.
- 3.2 I would like to reinstate the Secondary Student Senate. It was requested by a couple secondary schools to share ideas with each other to promote involvement from students, to coordinate activities, and to maybe have a secondary school wide event we could plan. Working with all the secondary schools together gives us many resources to create great events and opportunities for the students.
- 3.5 The last recommendation I have for myself during the next term is to continue to reach out when I need additional help or support. Whether it be to trustees, students, or staff members, I would like to increase my confidence and accept that I need assistance.

4. Conclusion

With this being my first year, I have promoted self-growth and understanding in my new role with the LDSB and the Lakehead Public School community. I have learned so much over the past year, both professionally and personally. Serving as a student trustee for this first year has been amazing, and I will continue using newfound skills and knowledge to increase my ability to be a responsible and impactful leader. Thank you to all of the trustees, superintendents, and staff of LDSB for making this term so special and welcoming. I cannot express the gratitude I have for each and every one of you for your unconditional support in this new role.

Submitted Respectfully,  
MORGANN DE FRANCESCHI  
Student Trustee

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUNE 25  
REPORT No. 088-24

TO THE CHAIR AND MEMBERS OF THE  
LAKEHEAD DISTRICT SCHOOL BOARD – PUBLIC SESSION

RE: INDIGENOUS STUDENT TRUSTEE – JUNE REPORT

1. Introduction

This year I was able to learn so much in my role as Indigenous student trustee. I am forever grateful for being given the opportunity to have this role. Through my time as Indigenous student trustee, I have stepped out of my comfort zone and spoken with so many students. I was able to build connections and friends through my term. Gathering student voice is a crucial part of this position, and I was happy to meet so many students and get their opinions on what they want to see in their schools. As Indigenous student trustee, I've been given the voice to speak on behalf of our students and create the initiatives we want to see. This year was a major learning experience, but next year I'm looking forward to doing much more.

2. Year in Review

- 2.1 On October 11, 2023, I started planning the Word of The Day (WOTD) initiative. I didn't complete this until January. I met with student's multiple times on a WOTD council to come up with words and ideas for the initiative. I also had to plan the form (which decidedly became digital posters) and method (EDSBY), to showcase the words. This initiative followed one of my primary objectives I had set at the beginning of the year, language revitalization. This initiative is something I deem successful and will continue next year.
- 2.2 On October 19, 2023, I travelled to Toronto for an OSTA-AECO conference. This followed one of my objectives which was to have strong ties with other student trustees. After the conference, I continued to meet virtually with other student trustees, though mainly Indigenous. This helped me to keep myself focused on goal setting and planning future events. I was able to maintain ties with other student trustees all year and will continue to next year.
- 2.3 In December and January, I focused on getting to know students. I tutored many Grade 9 students, helping with their first culminating projects and exams. I also met with the WOTD council and other Indigenous student trustees. I was able to garner a lot of student voice as well as plan further events.



- 2.4 In April, I was able to meet with the Westgate Collegiate and Vocational Institute and Hammar skjold High School student council teams. We discussed plans, concerns, and gathered any feedback students shared. This helped to ensure that all student councils were on the same page. This helped with my objective of keeping the secondary schools on the same page and understanding what events each school has. Student senate was another thing that helped with this, which I helped facilitate all year.
- 2.5 In May, I ran First Nation, Métis and Inuit student surveys at Superior Collegiate and Vocational Institute. This was something I took months to plan and held great importance in. I was able to gather student voices for any concerns, positives, negatives, things they would like to see in the future, etc., which was helpful and allowed me to get a better sense of what students felt. This made it very clear to me the importance of cultural learning activities at school, as well as how many students wish there was more Indigenous topics in the curriculum. I ensured to share in detail the results of these surveys at a Miiniwewinan: Indigenous Education Advisory Committee meeting, which supported other findings I had shared in previous meetings.

3. Recommendations

Overall, I would mainly recommend to future student trustees to give yourself a lot of time to plan things. For instance, the surveys took me months to plan but I had initially given myself a time frame of only a few weeks. This is advice I will consider for myself next year. I would also recommend participating in committees like Miiniwewinan. Lastly, I would just recommend staying organized; time goes by very quickly and it is easy to forget about things you planned/wanted to do in your term.

4. Conclusion

To wrap up my term, I just want to say thanks again for allowing me this opportunity. I appreciate all the help from you and everyone's willingness to listen. In the past Indigenous voices were not always considered, and I appreciate the efforts that Lakehead District School Board is doing to change that. This year was exciting, and I feel proud of what I was able to accomplish, but also prepared to do more next year. Mii Iwe Miigwech.

Respectfully Submitted,

EMILY DRAKE  
Indigenous Student Trustee

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUN 25  
Report No. 080-24

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

RE: MATH ACHIEVEMENT ACTION PLAN

1. Background

- 1.1 In the spring of 2023, the Ministry of Education announced a significant investment to improve student achievement in mathematics.
- 1.2 They subsequently released a Math Achievement Action Plan that provides details of the investment as well as actionables for school boards. Included in these actionables was the hiring of a superintendent to lead the initiative, as well as math facilitators (coaches) to support schools identified by the Ministry as priority schools.
- 1.3 School boards were to develop their plan to be reported on three times per year. These plans are to include strategies, data, and key performance indicators (KPIs) to measure the success of specific strategies. The plan must be endorsed by both the director of education and the Board of Trustees.

2. Situation

- 2.1 Key actions implemented this year as part of the Math Achievement Action Plan include:
  - 2.1.1 Creation and rollout of consistent programming Grades 1-8 (Scope and Sequence and supporting slide decks).
  - 2.1.2 Training for teachers in Grades 3,6,7, and 8 through release time; training for teachers Grades 1- 8 through professional activity days.
  - 2.1.3 Coaching and intervention support for 11 elementary schools.
  - 2.1.4 Development of Digital Assessment Tools through Knowledgehook.
  - 2.1.5 Creation and ongoing development of Lakehead Public Schools mathematics team (Microsoft SharePoint resource repository).
  - 2.1.6 Professional development opportunities for school administration focused on developing content knowledge for teaching mathematics and leading mathematics change.
  - 2.1.7 Release time for secondary math chairs to support teachers and students through coaching and interventions.

- 2.2 Priorities for 2024-2025 are being determined based on several data sources, including teacher and administrator surveys, Knowledgehook assessment data, and Education Quality and Accountability Office results.
- 2.3 Some of the more significant data points from this year, with a comparison from the beginning of the year to June 2024, are identified in the handout.
- 2.4 The Ministry has continued support for the Math Achievement Action Plan through continued funding for 2024-2025. The funding matches this year's allotment, but there has been no additional funding provided for identified priorities like training and resources.

3. Conclusion

Significant gains were made in the first year of implementation of the Lakehead District School Board's Math Achievement Action Plan. Positive perception and observation data has been supported by student achievement results through digital assessments and report card marks. Areas for the next phase of implementation have been identified, and planning is well underway for 2024-2025.

Respectfully submitted,

AJ KEENE  
Superintendent of Education and Board Math Lead

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUN 25  
Report No. 083-24

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

RE: ANNUAL REVIEW OF THE PLAN TO DELIVER SPECIAL EDUCATION PROGRAMS  
AND SERVICES: 2024-2025

1. Background

- 1.1 On January 27, 2000, the Minister of Education announced the government's plans for improving the quality of special education programs and services in Ontario and for ensuring greater accountability in the area of special education.
- 1.2 Every year, boards are requested to review the Special Education Plan based on a checklist provided by the Ministry of Education. In addition, boards must submit the checklist and the Special Education Plan for the 2023-2024 school year. As per Regulation 464/97, school boards must continue to consult with their Special Education Advisory Committee (SEAC).

2. Situation

- 2.1 The Special Education Plan is posted on the Lakehead Public Schools website.
- 2.2 Special Education Advisory Committee members were consulted at their June 12, 2024, meeting on the updates using the checklist provided (see Appendix A). These amendments will be submitted to the Ministry of Education before July 31, 2024.
- 2.3 In addition to minor changes such as dates and amendments, the Special Education Plan this year includes the following:
  - 2.3.1 Section 4 – Early Identification Process and Intervention Strategies:
    - updated to include early childhood educator's role in early learning;
    - updated programs that support early intervention reflecting changes to literacy assessment and instruction;
    - updates to the types of assessment tools and strategies used to gather appropriate information on students in order assist in the development of appropriate educational programs;
    - updated to include Acadiance Screener and Knowledge Hook, clear processes and requirements around intervention prior to the development of an Individual Education Plan; and
    - updated procedures and handbook that provide parents with notice that their child is having difficulty and ensuring that we are looking at pathway planning with caregivers.
  - 2.3.2 Section 5 – Identification, Placement and Review Committee Process and Appeals: updates to IPRC statistics.

- 2.3.3 Section 12 – Special Education Staff: updated staffing numbers and staffing to include the role of centrally designated early childhood educator and Board-certified behaviour analyst.
- 2.3.4 Section 13 – Staff Development: updated professional development to reflect special education review feedback and trends and patterns.
- 2.3.5 Section 14 – Equipment: link to most recent Special Equipment Amount (SEA) guidelines.
- 2.3.6 Section 17 – SEAC: added link to SEAC information page.

3. Conclusion

Lakehead District School Board will continue to deliver high quality programs and services to students with special needs.

Respectfully submitted,

MAGGIE FREDRICKSON  
System Principal, Special Education

MICHELLE PROBIZANSKI  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

## 2024-25 Special Education Plan Checklist

Please submit to your regional office by July 31, 2024

District School Board/School Authority:		
<b>Compliance with <i>Standards for School Boards' Special Education Plans (2000)</i> reproduced in full in <i>Special Education in Ontario Kindergarten to Grade 12 Policy and Resource Guide (2017)</i></b>	<b>Report on the provision of Special Education Programs and Services 2023-24</b>	<b>Amendments to the 2024-25 Special Education Plan</b>
<b>Special Education Programs and Services</b>		
Model for Special Education	X	
Identification, Placement, and Review Committee (IPRC) Process	X	X
Special Education Placements Provided by the Board	X	
Individual Education Plans (IEP)	X	
Special Education Staff	X	X
Specialized Equipment	X	X
Transportation for Students with Special Education Needs	X	
Transition Planning	X	
Roles and Responsibilities	X	
Categories and Definitions of Exceptionalities	X	
Provincial and Demonstration Schools in Ontario	X	
The Board's Consultation Process	X	
The Special Education Advisory Committee (SEAC)	X	X
Early Identification Procedures and Intervention Strategies	X	X
Educational and Other Assessments	X	
Coordination of Services with Other Ministries or Agencies	X	
Specialized Health Support Services in School Settings	X	
Staff Development	X	
Accessibility (AODA)	X	
Parent Guide to Special Education	X	X
<b><i>Where programs and services have not been provided as outlined in the 2023-24 Special Education Plan, please provide a description of the variance:</i></b>		

<b>Additional Information:</b>	
Protocol for Partnerships with External Agencies for Provision of Services by Regulated Health Professionals, Regulated Social Service Professionals, and Paraprofessionals (PPM 149) posted on school board website.	
Special education is included in our ongoing self-improvement with respect to the Board Improvement Plan for Student Achievement.	

<b>Document:</b>	<b>Format:</b>	<b>Please indicate the URL of the document on your website</b>
Special Education Plan	Board Website Electronic file Paper Copy	<a href="https://lakeheadschoools.ca/Special%20Education%20Plan">Special Education Plan - Lakehead District School Board (lakeheadschoools.ca)</a>
Parent Guide to Special Education	Board Website Electronic file	<a href="https://lakeheadschoools.ca/Guide%20for%20Parents%20&amp;%20Students">Guide for Parents &amp; Students - Lakehead District School Board (lakeheadschoools.ca)</a>
Protocol for Partnerships with External Agencies for Provision of Services by Regulated Health Professionals, Regulated Social Service Professionals, and Paraprofessionals (PPM 149)	Board Website Electronic file	<a href="https://lakeheadschoools.ca/Lakehead%20Public%20Schools">Lakehead Public Schools (lakeheadschoools.ca)</a>

<p>Name of the Director of Education</p> <p><u>SHERRI-LYNNE PHARAND</u></p>	
<p>Signature of the Director of Education</p> <p>_____</p>	<p>Date</p> <p>_____</p>

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUN 25  
Report No. 085-24

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

RE: 2024-2025 ORDER OF POLICIES FOR REVIEW

1. Background

1.1 On May 28, 2024, the Board approved the 2024 to 2032 Policy Review Schedule.

1.2 Section 4.4.1 of the 2010 Policy Development and Review Procedures states “A specified review date will be established for all policies”.

2. Situation

The 2024-2025 order of policies for review, as developed by Executive Council, is attached as Appendix A to Report No. 085-24.

Respectfully submitted,

SHERRI-LYNNE PHARAND  
Director of Education



2024–2025 ORDER OF POLICIES FOR REVIEW						
Draft Policy to Constituents	Policy Input Due Date	Board Advisory Committee Meeting	Regular Board Meeting	Policy #	Name of Policy	Superintendent
September 18	October 23	November 12	November 26	6065 4005 8015	Prevalent Medical Conditions English Language Learners Display of Flags	M. Probizanski J. Lower S. Pharand
December 10	January 22	February 11	February 25	2010 6070 7080	Policy Development and Review Video Surveillance Health & Safety	S. Pharand M. Probizanski K. Alaksa
February 5	March 29	April 8	April 22	3005 7010 7030	Ontario Student Record Police Records Check Human Rights and Workplace Harassment	S. Pharand M. Probizanski J. Lower
March 5	April 16	May 13	May 27	3020 8014 7040	Legal Representation Advertising in the Schools Violence in the Workplace	S. Pharand K. Alaksa M. Probizanski

June 25, 2024

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUN 25  
Report No. 086-24

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

RE: 2021-2024 STRATEGIC PLAN REPORT

1. Background

A new Strategic Plan was developed and approved at the April 27, 2021 Regular Board Meeting to articulate a shared vision, shared priorities and set goals for development.

2. Situation

2.1 The 2023-2024 school year saw progress towards our goals as indicated in the 2021-2024 Strategic Plan.

2.2 This update will include a focus on stories collected both at the school and Board level with regards to the identified goals and indicators in the 2021-2024 Strategic Plan.

2.3 The Strategic Plan update can be accessed at the following link:  
[2021-2024 Strategic Plan Update - Lakehead District School Board \(lakeheadschoools.ca\)](https://lakeheadschoools.ca/2021-2024-Strategic-Plan-Update)

Respectfully submitted,

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD DISTRICT SCHOOL BOARD

**SPECIAL EDUCATION ADVISORY COMMITTEE**

Jim McCuaig Education Centre

2024 APR 17  
6:00 p.m.

**MEMBERS PRESENT:**

Suzanne Posthumus, Chair  
Alina Cameron, Vice Chair  
Michelle Blackburn  
Liz Tod  
Miranda Myers  
Wendy Carroll (virtual)

Trustee Trudy Tuchenhausen  
Trustee Leah Vanderwey  
Trustee Pat Johansen (virtual)  
Sarah Niles  
Tara Ingram

**OTHERS PRESENT:**

Maggie Fredrickson  
Michelle Probizanski

Christine Jones

**ABSENT WITH REGRET:**

Mike Otway

Scott McBean

1. **Call to Order**

Suzanne Posthumus, Chair, called the meeting to order at 6:02 p.m.

2. **Welcome and Introductions**

Suzanne Posthumus, Chair, welcomed the following guests:

- Tracy Moisan, Director, Strategic Projects & Partnerships, Adopt4Life;
- Janice Sweitzer, Itinerant Teacher; and
- Erin Perozak, Itinerant Teacher.

3. **Approval of the Agenda**

Moved by Trustee Tuchenhausen

Seconded by Sarah Niles

*"THAT the agenda for the April 17, 2024, SEAC meeting be approved."*

**CARRIED**

4. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

5. Presentations

- 5.1 Tracy Moisan, FASD Adopt for Life, presented Fetal Alcohol Syndrome and Me: Strengthening by Community. All members' questions were addressed.
- 5.2 Janice Sweitzer, Itinerant Teacher and Erin Perozak, Itinerant Teacher, presented on Itinerant Hearing. Maggie Fredrickson, Special Education Principal, expressed her gratitude for their hard work and dedication for the students. All members' questions were addressed.

6. Approval of the Minutes

Moved by Trustee Tuchenhausen

Seconded by Sarah Niles

*"THAT the minutes of the March 20, 2024, SEAC meeting be approved."*

CARRIED

7. Business Arising from the Minutes

- 7.1 Michelle Probizanski, Superintendent of Education, provided a handout of the Special Education Advocacy Funding letter for input. Members are asked to email their input to Michelle Probizanski, Superintendent of Education. The letter will be presented to the Board for approval on May 28, 2024.
- 7.2 Maggie Fredrickson, Special Education Principal, shared that the Summer Literacy Conference was well attended last year. Currently no plans for a literacy event this summer.

8. Correspondence

Suzanne Posthumus, Chair, reviewed the following correspondence sent to all SEAC members:

- Budget 2024-2025 SEAC Input, LDSB: and
- April 2024 EarlyON, Dilico.

9. New Business

- 9.1 Maggie Fredrickson, Special Education Principal, provided the following special education update:
- a specialized math teacher was hired for 2023-2024 just for students with special education needs;
  - Anthony Jeethan, Human Rights and Equity Advisor, presented census data at the Equity meeting for all Lakehead District School Board Principals, which provided data on census that is currently being analyzed; and

- an increase of violence in schools province wide, upcoming proactive strategies training for Student Support Professionals (SSP) is scheduled for the next PA day. The kindergarten educator's professional learning focus is social/emotional learning called Second Step. An Occupational Therapist will be providing future training to all SSPs.

9.2 Suzanne Posthumus, Chair, asked members to share any advocacy, none shared.

## 10. Information/Inquiries & Association Reports

10.1 Michelle Blackburn, George Jeffrey Children's Centre, shared that the Empower Scholarship has two weeks left to apply.

10.2 Michelle Blackburn, George Jeffrey Children's Centre, shared that George Jeffrey Children's Centre is holding a transition to school evening in May, Smart Start Hub, date to be confirmed.

10.3 Alina Cameron, Vice Chair, wished members a Happy World Autism Awareness Day. The Ontario Autism Coalition has meetings scheduled at Queens Park in April/May 2024. A live event scheduled on Facebook, regarding Ontario Autism Program and Bill 74. Questions are asked to be forwarded to [questions@ontarioautismcoalition.com](mailto:questions@ontarioautismcoalition.com). As of December 2023, 6700 children are registered, 1400 children are funded and at a recent Freedom of Information (FOI) request, it received stated 6000 children waitlisted on the public funded hubs.

## 11. SEAC Budget Update

Maggie Fredrickson, Special Education Principal, reported no change to the SEAC budget.

## 12. Board Update

Trustee Trudy Tuchenhausen, provided the following Board update:

On March 26, 2024 the following presentations were provided:

- Trustee Character Awards presented to Allyson Boone, Corin Bannan;
- Northwestern Ontario Regional Science Fair;
- Celebrating Student Achievement;
- Bus Transportation Final Costs for 2023-2024;
- Math Achievement Action Plan;
- Letter to Minister of Education, Steven Lecce re: Transportation Concerns;
- Letter to MPP, Kevin Holland, re: Transportation Concerns; and
- Letter to Minister of Finance, Chrystia Freeland, re: Federal Budget 2024- National School Food Program.

## 13. Adjournment

Moved by Alina Cameron

Seconded by Michelle Blackburn

*"THAT we do now adjourn at 7:27 p.m."*

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

**SPECIAL EDUCATION ADVISORY COMMITTEE**

Jim McCuaig Education Centre

2024 MAY 15  
6:00 p.m.

**MEMBERS PRESENT:**

Suzanne Posthumus, Chair  
Alina Cameron, Vice Chair (virtual)  
Wendy Carroll (virtual)

Trustee Trudy Tuchenhausen  
Trustee Pat Johansen (virtual)  
Tara Ingram

**OTHERS PRESENT:**

Maggie Fredrickson

Christine Jones

**ABSENT WITH REGRET:**

Mike Otway  
Michelle Blackburn  
Liz Tod  
Miranda Myers

Scott McBean  
Trustee Leah Vanderwey  
Sarah Niles  
Michelle Probizanski

1. **Call to Order**

Suzanne Posthumus, Chair, called the meeting to order at 6:02 p.m.

2. **Welcome and Introductions**

Suzanne Posthumus, Chair, welcomed the following guests:

- Megan Semeniuk, Mental Health Lead.

3. **Approval of the Agenda**

Meeting did not have quorum; therefore approval of agenda is deferred to next meeting.

4. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

5. **Presentations**

Megan Semeniuk, Mental Health Lead, provided a presentation on Mental Health. All members questions were answered.

6. **Approval of the Minutes**

Meeting did not have quorum; therefore approval of minutes is deferred to next meeting.

7. Business Arising from the Minutes

None to report.

8. Correspondence

Suzanne Posthumus, Chair, reviewed the following correspondence sent to all SEAC members:

- Virtual Event Consent in Capacity, Dr. Robert Butcher, Dilico;
- May 2024 EarlyOn, Dilico; and
- Smart Start Hub, George Jeffrey Children's Centre.

9. New Business

9.1 Maggie Fredrickson, Special Education Principal, provided the following special education update:

- transportation changes to walking distances, does not apply student with specialty transportation but it does apply to children that may be diagnosed ie. Prewrite Placement students;
- school administrators will provide a list of possible students that may be affected in special needs program;
- this year summer learning we are collaborating with superior life skills;
- a new program for parents with new junior kindergarten students called Bright Beginnings that includes many community partners; and
- Empower Reading program is now running in secondary schools.

9.2 Suzanne Posthumus, Chair, asked members to share any advocacy, none shared.

10. Information/Inquiries & Association Reports

10.1 Maggie Fredrickson, Special Education, shared the nominations of the SEAC Award and SEAC Scholarship;

- Hammarkjold High School Award - Ethan Cameron;
- Hammarkjold High School Scholarship - Daniel Rozenberg;
- Superior Collegiate Vocational Institution Award - Mattea Hakanen;
- Superior Collegiate Vocational Institution Scholarship - Anita Kelly;
- Westgate Collegiate Vocational Institution Scholarship - Chloe Chambers; and
- Westgate Collegiate Vocational Institution Award - Amber Fenton

10.2 Suzanne Posthumus, Chair, asked for input on when to secure the speaker in October or November 2024, Kate Swenson for the in-person (with a virtual option available), SEAC event. Alina Cameron, Vice Chair, mentioned that Autism Northwest is also trying to secure this speaker and will confirm with Christine Jones, Executive Assistant, with regards to when.



10.3 Alina Cameron, Vice Chair, shared that Ontario Autism Coalition had various meetings at Queens Park to discuss Ontario Autism program, in particular direct billing for families and the determination of needs process. Education push to come in the Fall 2024 with politician supporters.

10.4 Tara Ingram, Easter Seals, reminded members of Red Shirt Day in support of people living with disabilities is on May 29, 2024.

11. SEAC Budget Update

Maggie Fredrickson, Special Education Principal, reported the balance of the SEAC budget is \$11,385.

12. Board Update

Deferred to next meeting.

13. Adjournment

*"THAT we do now adjourn at 7:05 p.m."*

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF AUDIT COMMITTEE**

Teams Meeting  
Jim McCuaig Education Centre

2023 NOV 29  
1:30 p.m.

**MEMBERS PRESENT:**

Trustee Trudy Tuchenhausen  
Lorencio DiGregorio  
Trustee Ron Oikonen

Trustee Scottie Wemigwans  
Jason Flint

**RESOURCE:**

Sherri-Lynne Pharand, Director of Education  
Kirsti Alaksa, Superintendent of Business  
Ania Berezowski, Manager, BDO Canada LLP  
Kristopher Mauro, Regional Internal Audit Manager  
Paul Agostino, Regional Internal Auditor  
Angela Lee-Wiwcharyk, Manager of Financial Services  
Kristen Spithoff, Partner, BDO Canada LLP

**RESOURCE ABSENT:**

Stephanie Ryyanen, Supervisor of Finance Services

**PUBLIC SESSION:**

1. **Call to Order**

Scottie Wemigwans, Chair, called the meeting to order at 1:35 p.m.

2. **Land Acknowledgement**

Kirsti Alaksa, Superintendent of Business, acknowledged the lands and traditional territory.

3. **Disclosure of Conflict of Interest**

There were no disclosures of Conflict of Interest.

4. **Approval of the Agenda**

Moved by Lorencio DiGregorio

Seconded by Trustee Oikonen

*"THAT the Agenda for the Audit Committee Meeting of November 29, 2023, be approved."*

**CARRIED**

5. Delegations

There were no delegations.

6. Approval of Minutes

Moved by Trustee Tuchenhausen

Seconded by Jason Flint

*"THAT the Audit Committee approve the Minutes of the Audit Committee Meeting September 25, 2023."*

CARRIED

7. Business Arising from the Minutes

There was no business arising from the minutes.

8. Information Reports

9. New Reports

9.1 2023-2025 Internal Audit Plan

Kristopher Mauro, Regional Internal Audit Manager, presented the 2023-2025 Internal Audit Plan. All members' questions were addressed.

9.2 Audit Committee Annual Report (121-23)

Kirsti Alaksa, Superintendent of Business, presented the Audit Committee Annual Report. All members' questions were addressed.

9.3 Audit Committee Summarized Annual Report (120-23)

Kirsti Alaksa, Superintendent of Business, presented the Audit Committee Summarized Annual Report. All members' questions were addressed.

Moved by Jason Flint

Seconded by Trustee Tuchenhausen

*"THAT the Audit Committee approve the summarized annual report as outlined in Appendix A to Report No. 120-23 and forward the report to the Ministry of Education."*

9.4 2022-2023 Audited Financial Statements (122-23)

Kirsti Alaksa, Superintendent of Business, presented the 2022-2023 Audited Financial Statement Report. All members' questions were addressed.

Moved by Lorenzo DiGregorio

Seconded by Trustee Oikonen

*"THAT the Audit Committee approve the 2022-2023 Audited Financial Statements as outlined in Report No. 122-23 2022-2023 Audited Financial Statements."*

9.5 Communication of Audit Results

Ania Berezowski, BDO External Auditor, presented the Audited Final Statement Report for the year ending August 31, 2023. All members' questions were addressed.

10. New Business

There was no new business.

11. Information and Inquires

There was no new business.

12. Adjournment

Moved by Trustee Tuchenhausen

Seconded by Jason Flint

*"THAT we do now adjourn at 2:37 p.m."*

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF FINANCE COMMITTEE**

Board Room / Microsoft Teams  
Jim McCuaig Education Centre

2024 FEB 28  
6:30p.m.

**TRUSTEES PRESENT:**

Ellen Chambers  
George Saarinen  
Patricia Johansen (virtual)  
Leah Vanderwey  
Donica LeBlanc (virtual)

Ron Oikonen (virtual)  
Scottie Wemigwans  
Trudy Tuchenhausen

**TRUSTEES ABSENT, WITH REGRET:**

Ryan Sitch

**SENIOR ADMINISTRATION:**

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

**RESOURCE:**

Angela Lee-Wiwcharyk, Manager of Financial Services  
Charity Rydholm, Executive Secretary

**PUBLIC SESSION:**

1. **Call to Order**

Trustee Wemigwans, Chair, called the meeting to order at 6:32pm.

2. **Disclosure of Conflict of Interest**

There were no disclosures of Conflict of Interest.

3. **Approval of the Agenda**

Moved by Trustee Vanderwey

Seconded by Trustee Chambers

*"THAT the Agenda for the Finance Committee Meeting of February 28, 2024, be approved."*

**CARRIED**

4. **Delegations**

There were no delegations.

5. Approval Of Minutes

Moved by Trustee Tuchenhausen

Seconded by Trustee Vanderwey

*“THAT the Finance Committee approve the Minutes of the Finance Committee Meeting January 30, 2024.”*

CARRIED

6. Information Reports

7.1 2024-2025 Budget (035-24)

Kirsti Alaksa, Superintendent of Business, presented the 2024-2025 Preliminary Analysis Budget. All questions were addressed.

7. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Johansen

*“THAT we do now adjourn at 7:03 p.m.”*

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF FINANCE COMMITTEE**

Board Room / Microsoft Teams  
Jim McCuaig Education Centre

2024 APR 16  
6:30p.m.

**TRUSTEES PRESENT:**

Ellen Chambers  
George Saarinen  
Patricia Johansen  
Leah Vanderwey  
Ryan Sitch (virtual)

Ron Oikonen  
Scottie Wemigwans  
Trudy Tuchenhausen

**TRUSTEES ABSENT, WITH REGRET:**

Donica LeBlanc

**SENIOR ADMINISTRATION:**

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

**RESOURCE:**

Angela Lee-Wiwcharyk, Manager of Financial Services  
Christine Jones, Executive Secretary

**GUEST:**

Suzanne Posthumus, SEAC  
Meghan Smelow, LOPC  
Shelley Crupi, OSSTF-ECE  
Jennifer Muir-Griffin, OSSTF-ECE

Kari Simpson, OSSTF-SSP  
Nikki Marks, LOPC  
Kayla Hardick, OSSTF-ECE  
Dinah Neilson, OSSTF-Thunder Bay

**PUBLIC SESSION:**

1. **Call to Order**

Trustee Wemigwans, Chair, called the meeting to order at 6:30 p.m.

2. **Disclosure of Conflict of Interest**

There were no disclosures of Conflict of Interest.

3. Approval of the Agenda

Moved by Trustee Saarinen

Seconded by Trustee Vanderwey

*“THAT the Agenda for the Finance Committee Meeting of April 16, 2024, be approved.”*

CARRIED

4. Delegations

Chair, Wemigwans, welcomed the presenters and provided an overview of the deputation process.

The following Federations/Unions/Advisory Committees/School Council, presented and provided input into the 2024-2025 budget process:

- 4.1 Special Education Advisory Committee (SEAC) – Suzanne Posthumus.
- 4.2 Parent Involvement Committee (PIC) – no presenter.
- 4.3 Indigenous Education Advisory Committee: Miiniwewinan (IEAC) – Heather Harris
- 4.4 Ontario Secondary School Teachers’ Federation, Student Support Professionals (OSSTF-SSP) – Kari Simpson.
- 4.5 Lakehead Ontario Principals’ Council (LOPC) – Meghan Smelow and Nikki Marks.
- 4.6 Ontario Secondary School Teachers’ Federation Early Childhood Educators (OSSTF-ECE) – Shelley Crupi, Kayla Hardick and Jennifer Muir-Griffin.
- 4.7 Ontario Secondary School Teachers’ Federation, Thunder Bay Branch – Dinah Neilson.
- 4.8 Lakehead Elementary Teachers of Ontario – no presenter.
- 4.9 School Council / Public Submissions – Kirsti Alaksa, Superintendent of Business shared the school council input and public submissions were attached to the meeting package.

All additional questions are asked to be forwarded to Christine Jones, Executive Secretary.

Trustee Saarinen, suggested a letter of appreciation be sent to all school councils that provided input to the 2024-2025 budget process.



5. Approval Of Minutes

Moved by Trustee Chambers

Seconded by Trustee Tuchenhausen

*“THAT the Finance Committee approve the Minutes of the Finance Committee Meeting February 28, 2024.”*

CARRIED

6. Business Arising from the Minutes

There was no business arising from the February 28, 2024, minutes.

7. Information Reports

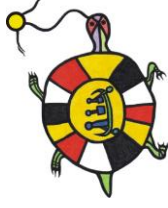
8. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Johansen

*“THAT we do now adjourn at 8:00 p.m.”*

CARRIED



**MIINIWEGINAN  
INDIGENOUS EDUCATION ADVISORY COMMITTEE MINUTES**

**DATE:** Thursday, February 8, 2024 – 9:00 am – 12:00pm – Boardroom/Virtual Meeting via Microsoft Teams

**CO-CHAIR:** Serena Essex  
Heather Harris

**MEMBERS PRESENT:** Kathy Beardy, Shelby Ch'ng, Elliott Cromarty, Emily Drake, Indigenous Student Trustee, Trustee Pat Johansen, Jane Lower, Leanna Marshall, Elder Gerry Martin, Angelina Tassone, Indigenous Trustee Scottie Wemigwans, Elder Sheila DeCorte

**ALTERNATES:** Trustee Ellen Chambers, Dinah Jung, Akansha Kaur

**RESOURCES:** Anika Guthrie, Anthony Jeethan, Shai Loyie, Jane Lower, Tanya Moses, Jasmine Sgambelluri

**ABSENT WITH REGRETS:** Myra Bannon, Kali Bernst, Kristy Boucher, Anna Fern Kakegamic, Michelle Kakegamic, Sharon Kanutski, Miranda Lesperance, Dave Paddington, Brett Parres, Meghan Smelow, Morning Star Tom, Elder/Knowledge Keeper Renee Tookenay, Trustee Trudy Tuchenhagen (Alternate), Leland Waboose, Yolanda Wanakamik, Neil Workman

AGENDA ITEM	DISCUSSION	ACTION
1. Opening	Elder Gerry Martin called the meeting to order.	Elder Gerry Martin
2. 2.1 Land Acknowledgement	Co-chair Serena Essex acknowledged the lands and traditional territory.	Serena Essex
2.2 Welcome and Introductions	Co-Chair Heather Harris welcomed everyone to the meeting and had all members introduce themselves.	Serena Essex

3.	Agenda and Minutes		
	3.1 Approval of Agenda - February 8, 2024	Moved by Trustee Pat Johansen and seconded by Shelby Ch'ng, that the agenda for the February 8, 2024 Miiniwewinan meeting be approved with the following amendments:  That the presenter for item 4 Tikanagan Teachings will be changed to Tanya Moses and that item 5.2 Completed 13 Moons be deferred.  <b>Carried</b>	Heather Harris
	3.2 Approval of Minutes – December 14, 2023	Moved by Elder Sheila DeCorte and seconded by Elliott Cromarty, that the minutes for the December 14, 2023 Miiniwewinan meeting be approved as written.  <b>Carried</b>	Serena Essex
4.	Presentations		
	Tikanagan Teachings	Tanya Moses, FNMI Partnership Coordinator, shared a presentation highlighting the Tikanagan teachings that have been happening in the elementary schools at Lakehead Public Schools.  All members' questions were addressed.	Tanya Moses
5.	Business Arising from the Minutes		
	5.1 Parent Involvement Committee Funding	Co-chair Serena Essex asked the group for ideas and suggestions on how to spend the Parent Involvement Committee Funding that has been given to Miiniwewinan.  All members' questions were addressed.	Serena Essex
	5.2 Completed 13 Moons	This item was deferred to the March 21, 2024 meeting.	Jasmine Sgambelluri
	5.3 Board Action Plan Feedback	Co-chair Heather Harris reviewed the Board Action Plan feedback that was received from the committee during the breakout session at the December 14, 2024 Miiniwewinan meeting.  All members' questions were addressed.	Heather Harris

6.	New Business			Jasmine Sgambelluri
	6.1 Grade 3 Virtual Field Trips		Jasmine Sgambelluri, FNMI Resource Teacher, shared a presentation about a virtual field trip in partnership with Fort William Historical Park, that Grade 3 students participated in called Inaadiziwin (A Way of Life).  All members' questions were addressed.	
	6.2 Membership		Co-chair Heather Harris updated the committee on membership changes and membership inquiries that have been received.  All members' questions were addressed.	
	6.3 Introduction of New Staff		Co-chair Heather Harris introduced Shai Loyie, Lakehead Public Schools' new Indigenous Student Well-Being and Engagement Co-ordinator.	Heather Harris
	6.4 Support for Eabemetoong		Jane Lower, Superintendent of Education, updated the committee on efforts being made by Lakehead Public Schools to support Grade 9 students in Fort Hope that have been affected by the recent fire at the community's school.  All members' questions were addressed.	Jane Lower
7.	Ongoing Business			
	7.1 Indigenous Student Trustee Update		Emily Drake, Indigenous Student Trustee shared information about initiatives she is currently working on.  All members' questions were addressed.	Emily Drake
	7.2 Community Updates		Tanya Moses, FNMI Partnership Coordinator, shared an update on activities she is involved with and initiatives she is working on.  All members' questions were addressed.	Tanya Moses
	7.3 Anishnaabemowin Revitalization		Anika Guthrie, Anishnaabemowin Revitalization Coordinator shared an update about events and initiatives connected to the Revitalization Project.  All members' questions were addressed.	Anika Guthrie

8.	Information and Inquiries	<p>Trustee Ellen Chambers shared information about the Diversity Thunder Bay event that will be held on March 21, 2024.</p> <p>Shelby Ch'ng shared information about a mentorship program being developed between Matawa and Lakehead Public Schools.</p> <p>Leanna Marshall shared information about a bead exhibition (Wall Pocket) that is showing at the Thunder Bay Art Gallery.</p> <p>Elder Sheila DeCorte shared information about a Family Day event being held at the Heritage Building.</p> <p>Elder Sheila DeCorte shared concerns regarding the smudging protocols at Ogden Community Public School.</p>
9.	Closing	Elder Gerry closed the meeting.
10.	Next Meeting	Thursday, March 21, 2024
11.	Adjournment	The meeting was adjourned at 12:09 p.m.



**MIINWEWINAN  
INDIGENOUS EDUCATION ADVISORY COMMITTEE MINUTES**

**DATE:** Thursday, April 25, 2024 – 9:00 am – 12:00pm – Boardroom/Virtual Meeting via Microsoft Teams

**CO-CHAIR:** Serena Essex  
Heather Harris

**MEMBERS PRESENT:** Elliott Cromarty, Emily Drake, Indigenous Student Trustee, Trustee Pat Johansen, Anna Fern Kakegamic, Morning Star Tom, Indigenous Trustee Scottie Wemigwans, Elder Sheila DeCorte

**ALTERNATES:** Trustee Ellen Chambers, Dinah Jung, Akansha Kaur

**RESOURCES:** Kali Bernst, Tanya Moses, Stephanie Petiquan, Jasmine Sgambelluri, Meghan Smelow,

**ABSENT WITH REGRETS:** Myra Bannon, Kathy Beardy, Shelby Ch'ng, Kristy Boucher, Anika Guthrie, Anthony Jeethan, Michelle Kakegamic, Sharon Kanutski, Jane Lower, Leanna Marshall, Elder Gerry Martin, Dave Paddington, Brett Parres, Angelina Tassone, Trustee Trudy Tuchenhagen (Alternate), Leland Waboose

AGENDA ITEM	DISCUSSION	ACTION
1. Opening	Elder Sheila DeCorte called the meeting to order.	Elder Sheila DeCorte
2. 2.1 Land Acknowledgement	Co-chair Heather Harris acknowledged the lands and traditional territory.	Heather Harris
2.2 Welcome and Introductions	Co-Chair Serena Essex welcomed everyone to the meeting and had all members introduce themselves.	Serena Essex

3.	Agenda and Minutes			
	3.1 Approval of Agenda - April 25, 2024	Moved by Trustee Pat Johansen and seconded by Indigenous Trustee Scott Wemigwans, that the agenda for the April 25, 2024 Miiniwewinan meeting be approved with the following amendments:  That Elder Sheila DeCorte will open and close the meeting in Elder Gerry's absence and Smudging at Ogden Community Public School be added to Business Arising from the Minutes.  <b>Carried</b>	Heather Harris	
	3.2 Approval of Minutes – February 8, 2024	Moved by Trustee Pat Johansen and seconded by Elliott Cromarty, that the minutes for the February 8, 2024 Miiniwewinan meeting be approved with the following amendments:  That Elder Sheila DeCorte's inquiry regarding smudging at Ogden Community Public School be included in the minutes.  <b>Carried</b>	Heather Harris	
4.	Presentations			
	4.1 Jordan's Principle Service Coordinator	Karen Honan, Jordan's Principle Service Coordinator, shared the background of Jordan's Principle and gave an explanation on her responsibilities and duties in her role.  All members' questions were addressed.	Karen Honan	
	4.2 2024-2025 Indigenous Education Budget	Stephanie Rynnanen, Supervisor of Financial Services presented the 2023-2024 Indigenous Education budget allocations and expenses as well as an explanation of the budget process for 2024-2025.  All members' questions were addressed.	Stephanie Rynnanen	
5.	Business Arising from the Minutes			
	5.1 Parent Involvement Committee Funding	Co-chair Heather Harris and Co-chair Serena Essex asked for input from the committee for suggestions on how to spend the PIC funding that has been allocated to Miiniwewinan.  All members' questions were addressed.	Heather Harris	

5.2 Revised Miiniwewinan Policy	<p>Co-chair Heather Harris shared that Policy 8061 previously named Aboriginal Education Advisory Committee (AEAC) was reopened and has been approved to have the name changed to Policy 8061 Miiniwewinan: Indigenous Education Advisory Committee.</p> <p>Co-chair Heather Harris brought forward a Trustee inquiry on whether the committee had any interest in the policy being translated into Anishinaabemowin.</p> <p>Further discussion will continue at a future meeting.</p> <p>Feedback was received and all members' questions were addressed.</p>	Heather Harris
5.3 Trustee Character Award Nomination	Co-chair Heather Harris shared that a Trustee Character Award nomination has been submitted for Destiny Linklater and Baby Makwa.	Heather Harris
5.4 Smudging at Ogden Public School	Elder Sheila DeCorte shared concerns about the smudging protocol at Ogden Community Public School.	Elder Sheila DeCorte
6.	Co-chair Heather Harris shared that an update will be brought to a future meeting for discussion.	
6.1 Summer Programs – Looking Ahead	<p>Kali Bernst, Principal of Indigenous Education and Program shared that the hiring of a coordinator for summer programming is being explored and that the elementary summer programs will begin in July.</p> <p>All members' questions were addressed.</p>	Kali Bernst
6.2 Cadmus Delorme Presentation	Kali Bernst, Principal of Indigenous Education and Program shared information about the Cadmus Delorme presentation that occurred at Westgate Collegiate and Vocational Institute.	Kali Bernst
6.3 Cultural Items in Schools Protocol Discussion	Co-chair Serena Essex opened a discussion and asked for feedback from the committee about cultural items in schools and how to properly care and store them.	Serena Essex
7.	Feedback was received and all members' questions were addressed.	
Ongoing Business		
7.1 Indigenous Student Trustee Update	<p>Emily Drake, Indigenous Student Trustee shared information about initiatives she is currently working on.</p> <p>All members' questions were addressed.</p>	Emily Drake



	7.2 Community Updates	Tanya Moses, FNMI Partnership Coordinator, shared an update on activities she is involved with and initiatives she is working on. All members' questions were addressed.	Tanya Moses
	7.3 Anishnaabemowin Revitalization	There was no update.	Anika Guthrie
8.	Information and Inquiries	Co-chair Heather Harris that there will be a Fort William First Nation flag raising ceremony at Westgate Collegiate and Vocational Institute on Monday, April 29 at 1:00 p.m.	
9.	Closing	Elder Sheila closed the meeting.	
10.	Next Meeting	Thursday, June 13, 2024	
11.	Adjournment	The meeting was adjourned at 12:32 p.m.	

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUN 25  
Report No. 081-24

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

RE: RECOMMENDATIONS FROM THE BOARD ADVISORY COMMITTEE

Background

The following reports were received at the Board Advisory Committee Meeting of June 11, 2024, and have been referred to the Board for approval. The recommendations are as follows:

**POLICY REVIEW – 3002 ANNUAL EVALUATION OF THE DIRECTOR OF EDUCATION (073-24)**

*It is recommended that Lakehead District School Board approve the updated 3002 Annual Evaluation of the Director of Education Policy, Appendix A to Report No. 073-24.*

**POLICY REVIEW – 8070 SAFE SCHOOLS - SYSTEM EXPECTATIONS, 3093 ELECTRONIC INFORMATION SECURITY, 3096 INFORMATION/COMMUNICATION TECHNOLOGY USE, 8092 CODE OF CONDUCT POLICY AND PROCEDURES (070-24)**

*It is recommended that Lakehead District School Board approve 3096 Information/Communication Technology Use policy and 8092 Code of Conduct policy, Appendix A and Appendix B to Report No. 070-24.*

**APPROVAL OF APPOINTMENTS TO THE SUPERVISED ALTERNATIVE LEARNING COMMITTEE 2024-2025**

*It is recommended that Lakehead District School Board approve the following appointments to the Supervised Alternative Learning (SAL) Committee for the 2024-2025 school year:*

- *Donica Leblanc, Trustee;*
- *Trudy Tuchenhausen, Trustee (Alternate);*
- *Jane Lower, Superintendent of Education;*
- *Meghan Smelow, Student Success Lead, SAL Committee Chair;*
- *Lorna Hunda, Executive Director, Youth Employment Services (YES) (Alternate);*
- *Stacy-Ann Dyer-McNish, Service Delivery Manager, Youth Employment Services (YES); and*
- *Tom Nesti, Program Supervisor, Youth Employment Services (YES).*

Respectfully submitted,

Donica LeBlanc  
Chair  
Board Advisory Committee

<b><i>BUSINESS AND BOARD ADMINISTRATION</i></b>	<b>3000</b>
<b>ANNUAL EVALUATION OF THE DIRECTOR OF EDUCATION POLICY</b>	<b>3002</b>

1. Rationale:

Lakehead District School Board (LDSB) believes that a properly conducted program of evaluation of the director of education benefits the director, enhances the relationship between the director and LDSB, ensures accountability, assists LDSB in providing quality educational service, and models the importance of systematic assessment throughout LDSB.

2. The Policy:

It is the policy of LDSB that an evaluation of the director of education be completed by the Board of Trustees on an annual basis.

3. Guidelines

An annual review of the director of education will be completed by the Board of Trustees using the process outlined in 3002 Annual Evaluation of the Director of Education Procedures.

4. Review

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

<b><u>Cross Reference</u></b>	<b><u>Date Approved</u></b> February 22, 2022 <b><u>Date Revised</u></b> June 25, 2024	<b><u>Legal Reference</u></b> O. Reg 83/24
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**BUSINESS AND BOARD ADMINISTRATION****ANNUAL EVALUATION OF  
THE DIRECTOR OF EDUCATION PROCEDURES****3002**1. Policy

It is the policy of Lakehead District School Board (LDSB) that an evaluation of the director of education be completed by the Board of Trustees on an annual basis.

2. Rationale

Lakehead District School Board believes that a properly conducted program of evaluation of the director of education benefits the director, enhances the relationship between the director and LDSB, ensures accountability, assists LDSB in providing quality educational service and models the importance of systematic assessment throughout LDSB.

3. Definitions

3.1 Board/Board of Trustees/LDSB – Lakehead District School Board.

3.2 Director – director of education.

3.3 DPA – Director Performance Appraisal.

3.4 Community partners and stakeholders – persons or entities that interact with a board, including advocacy groups, First Nations, Métis and Inuit partners, business and labour organizations, municipal and childcare partners and social service agencies.

3.5 Evaluation cycle – the period of time during which the performance of a director of education is appraised.

3.6 Full evaluation cycle – an evaluation cycle that commences July 1 in a year and ends June 30 of the following year.

3.7 Interim evaluation cycle – an evaluation process for directors of education whose start dates fall on or after March 1.

**BUSINESS AND BOARD ADMINISTRATION****ANNUAL EVALUATION OF  
THE DIRECTOR OF EDUCATION PROCEDURES****3002**4. Administrative Procedures

## 4.1 This evaluation process will:

- 4.1.1 Take place annually – in a director of education’s first full evaluation cycle, and every second full evaluation cycle after that, the Board shall ensure that an entity that has at least five years of experience conducting multi-source executive performance assessments will be engaged. The entity should be mutually agreed upon between the director and the Board.
- 4.1.2 Ensure accountability for the effective leadership and management of the school system.
- 4.1.3 Provide a mechanism for the director to develop clear expectations in accordance with Ontario Regulation 83/24 and plans for the system.
- 4.1.4 Provide the director with concrete feedback from the Board on their performance, to be used as a basis for their personal development in the role.
- 4.1.5 Provide for both growth and accountability by affirming accomplishments and identifying growth areas that respond to issues, trends and external factors.
- 4.1.6 Emphasize the need for and require the presentation of evidence.
- 4.1.7 Meet contractual requirements.
- 4.1.8 Be aligned with and based upon the director’s job description.
- 4.1.9 Be linked to the Board’s goals and Ministry of Education legislation;
- 4.1.10 Be a performance-based assessment system.

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**BUSINESS AND BOARD ADMINISTRATION**


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**ANNUAL EVALUATION OF  
THE DIRECTOR OF EDUCATION PROCEDURES**
**3002**

4.1.11 Elicit evidence to support subjective assessments.

4.1.12 Recognize that the director is the chief executive officer for the Board and, as such, is held accountable for work performed primarily by other senior administrators – i.e., fiscal management and personnel management.

4.2 Process and Timelines for a Full Evaluation Cycle

4.2.1 Whereas the director's contract of employment and the legislation requires annual evaluations, the annual evaluations shall be conducted for the contract term, with evaluations to be completed by August 15 of each year. The Board may, with a motion of the full Board, make exceptions to the timelines due to extenuating circumstances.

On a bi-annual basis, the Board will contract an external consultant to assist with the evaluation of the director of education.

4.2.2 The Director Performance Appraisal Process

4.2.2.1 Appoint DPA Committee

On or before May 15 annually, the Board will establish a committee of no fewer than three and no more than seven members, plus the Board chair and vice chair, to conduct a performance appraisal for the director of education.

One member shall be elected by majority of the committee to act as its chair.

4.2.2.2 The Board of Trustees/Board chair should provide regular and constructive performance feedback to help keep the director's performance and plan on track and to help the director respond to emerging issues. This process also ensures that there are no surprises at the Year-End Review. The Board of Trustees/Board chair should check in with the director regularly to initiate these informal discussions.

4.2.2.3 On or before July 31, the committee chair and at least one other member will meet with the director at a mutually agreeable time to develop and finalize Director's Performance Plan for the upcoming school year.

4.2.2.4 On or before August 15, the DPA Committee Chair will provide a copy of performance plan to every member of the Board of Trustees.

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**BUSINESS AND BOARD ADMINISTRATION**
**ANNUAL EVALUATION OF  
THE DIRECTOR OF EDUCATION PROCEDURES**
**3002**


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4.2.2.5 On or before August 15, an attestation will be sent to Ministry of Education by the chair of the Board indicating the performance plan is complete and whether bi-annual feedback will be required during the evaluation cycle. A copy of the confirmation will be posted on the Board's website.

4.2.2.6 Mid-Year Feedback Review

- i. On or before December 1, in a full evaluation cycle in which a bi-annual feedback is required, the Minister of Education will provide written notice to the Board of Trustees and the director of education on whether the minister intends to provide feedback.
- ii. On or before January 11, the committee chair must request feedback from every member of the Board on the director of education's progress towards implementing and achieving the goals.
- iii. On or before January 21, each member of the Board is to provide feedback to the chair of the committee.
- iv. On or before January 31, the committee chair and at least one other member of the committee must meet with the director of education to review progress towards implementing and achieving the goals in the performance plan.

4.2.2.7 Bi-Annual Feedback

- i. An entity selected by the Board, mutually agreed by the director of education, will conduct the bi-annual feedback (360 assessment)

**BUSINESS AND BOARD ADMINISTRATION****ANNUAL EVALUATION OF  
THE DIRECTOR OF EDUCATION PROCEDURES****3002**

- ii. Feedback will be requested from the following individuals:
- each member of the Board;
  - each student trustee of the Board;
  - each member of every statutory, ad hoc or other committee of the Board (Miniwewinan, PIC, SEAC, Audit);
  - each staff member who reports directly to the director of education;
  - each parent member of the school council from each school of the Board;
  - a representative nominated by each local employee association representing employees of the Board;
  - a representative sample of community partners and stakeholders as identified by the committee with input from the director of education; and
  - the Minister of Education if they have provided written notice to the Board and the director of education on or before December 1 that they wish to provide feedback.
- iii. The committee chair, at least one other member of the committee and the director will work together to:
- select focus areas (topics) that are relevant to all feedback groups;
  - develop a basis for questions that can be differentiated (if required) to be contextual and relevant to the group; and
  - amend or reframe the question for each feedback group if/where required.
  -
- iv. Draft DPA Report:
- on or before May 15, the entity selected by the Board to conduct the bi-annual feedback shall provide a written report that summarizes and analyzes the feedback to the committee and the director of education; and
  - in preparing a report, the entity shall remove any words or names that would identify a parent or student, if a request is made to do so by the parent/ caregiver or student.



**BUSINESS AND BOARD ADMINISTRATION****ANNUAL EVALUATION OF  
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## 4.2.2.8 Performance Appraisal

- i. On or before June 10, a confirmation of which of the actions in the performance plan have been implemented by the director of education during the evaluation cycle and how that action assisted in achieving the goals.
- ii. For each action that was not implemented by the director of education, a rationale for why the action was not implemented.
- iii. The director of education and the chair of the committee shall each sign the performance plan and each of them shall retain a copy for at least six years.
- iv. On or before June 20, the committee, through the chair, is required to provide a copy of the draft performance appraisal report to every member of the Board.
  - a. Based on the results of the performance appraisal, the committee shall assign one of the following performance ratings to the director of education:
    - meets all expectations;
    - meets most expectations;
    - meets some expectations; and
    - does not meet expectations.
  - b. The committee may, if they choose, assign a rating of exceeds expectations.
  - c. The committee's draft performance appraisal report summarizing the committee's evaluation, must provide an explanation for the rating.
- v. When determining which performance rating to assign to the director of education for the Board, the committee shall consider the following factors:
  - a. The extent to which the director of education worked diligently and consistently toward the implementation of the actions identified in the performance plan.
  - b. The efforts made by the director of education to engage Board staff, community partners and stakeholders, and others in the development of the goals and implementation of the actions identified in the performance plan.
  - c. The degree of success the director of education had in achieving the goals set out in the performance plan, as informed by data available to the Board including the feedback set out in the report, if applicable, and the information collected by the surveys if applicable.

**BUSINESS AND BOARD ADMINISTRATION****ANNUAL EVALUATION OF  
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- d. The rationale provided by the director of education for the actions that were not implemented and the goals that were not achieved.
- e. The effectiveness of efforts made to overcome challenges faced by the director of education in implementing the actions identified in the performance plan.
- f. The demonstrated ability and willingness of the director of education to address, in the future, the actions that were not implemented and goals that were not achieved.
- vi. On or before June 30, each member of the Board is required to provide any feedback on the draft performance appraisal report to the committee. The committee shall prepare a draft performance appraisal report summarizing the Board's evaluation, setting out the performance rating and providing an explanation for the rating.
- vii. On or before July 7, the committee chair is required to provide the draft performance appraisal report to the director of education.
- viii. On or before July 31, the committee chair and at least one other member of the Board committee will meet the director education to review actions implemented to achieve the goals in the performance plan, update the plan for the following evaluation cycle, discuss the draft report and provide opportunity for response. This may also occur with the whole board in an informal session as mutually agreed up by the chair of the Board and the director of education.
- ix. On or before August 10, the committee will finalize the performance appraisal report and provide the final report to the Board and the director of education, adopted by Board resolution, in closed session.
- x. On or before August 15, the chair of the Board will submit a written confirmation to the Minister of Education that the appraisal was conducted and adopted by Board resolution, and in a feedback year, outline the list to the Minister of Education, of the feedback groups that participated in the bi-annual feedback. The written confirmation and list of feedback groups will also be posted on the Board's website.

**4.3 Process and Timelines – Interim Evaluation Cycle**

- 4.3.1 Directors of education whose start dates fall on or after March 1 are required to complete the interim evaluation cycle. After a director of education's first evaluation cycle, performance appraisals will be conducted annually.

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THE DIRECTOR OF EDUCATION PROCEDURES****3002**

## 4.3.2 Interim timelines

- i. On or before May 15 appoint a DPA committee.
- ii. Within 30 days of a director of education's first day in the role the committee chair and at least one other member of the committee are required to meet with the director of education to develop and finalize their performance plan.
- iii. Notice of Performance Plan.
- iv. Within 45 days of a director of education's first day in the role, the committee chair is required to provide a copy of the director of education's performance plan to every member of the Board. Additionally, the chair of the Board is required to provide written notice to the Minister of Education.
- v. Mid-year review:
  - a. At least 20 days before the committee chair and at least one other member of the committee are due to meet with the director of education to discuss progress on the performance plan, the committee chair will request feedback from every member of the Board on the director of education's progress towards implementing and achieving the goals in the performance plan.
  - b. At least 10 days before the committee chair and at least one other member of the committee are due to meet with the director of education to discuss progress on the performance plan, each member of the Board will have the opportunity to provide feedback to the chair of the committee.
  - c. By the closest weekday to a date that is midway between the date that notice is provided to the Minister of Education and final day of the interim evaluation period, the committee chair and at least one other member of the committee shall meet with the director of education to review progress towards implementing and achieving goals in the performance plan.
- vi. Performance Appraisal
  - a. On or before June 10, the director of education shall update the performance.
  - b. On or before June 20, the committee chair will be required to provide a copy of the draft performance appraisal report to every member of the Board.
  - c. On or before June 30, each member of the Board is required to give any feedback they might have in response to the request for feedback.

**BUSINESS AND BOARD ADMINISTRATION****ANNUAL EVALUATION OF  
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- d. On or before July 7, the committee chair will provide the draft performance appraisal report to the director of education.
- e. On or before July 31 the committee chair and at least one member of the committee will meet the director of education to review actions to achieve a performance plan, update the performance plan for the following evaluation cycle, discuss the draft of the report, and provide opportunity for response.
- f. On or before August 10 the committee will finalize the performance appraisal report and provide the final report to the board and the director of education.
- g. On or before August 15 the Board to provide written confirmation to the Minister of Education that the performance appraisal has been conducted and adopted by Board resolution. On that same date, the Board to post a copy of the written confirmation on the Board's website.

**4.4 Dispute Resolution Process**

In the event that the director of education informs the chair of the Board that the concluding statements in the annual evaluation of the director of education do not accurately reflect their leadership practices and success as director, a dispute resolution process should be undertaken.

**4.4.1 The process will include a three-member panel, selected as follows:**

- the first member of the panel will be selected by the director of education in consultation with the Council of Ontario Directors of Education (CODE);
- the second member of the panel will be selected by the Board chair in consultation with the Ontario Public School Boards Association (OPBSA); and
- the third member of the panel, suitable to both CODE and OPSBA, will be selected from a list of acceptable mediators.

***BUSINESS AND BOARD ADMINISTRATION*****ANNUAL EVALUATION OF  
THE DIRECTOR OF EDUCATION PROCEDURES****3002**5. Appendices

5.1 Appendix A - Written Confirmation of Performance Plan

5.2 Appendix B - Written Confirmation of Completion

5.3 Appendix C - 360 Feedback- Overview and Recommended Best Practices

6. Review

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

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
Ontario Leadership Framework for Supervisory Officers	February 22, 2022	Education Act, R.S.O 1990 including Sections 283.1, 2.87 Ontario Regulation 83/24
Lakehead District School Board Strategic Plan (Multi-Year Strategic Plan)	<u>Date Revised</u> June 25, 2024	

(SAMPLE TEMPLATE -DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL  
WRITTEN CONFIRMATION OF PERFORMANCE PLAN- remove instruction)

School Board Letterhead

The Honourable \_\_\_\_\_  
Minister of Education  
c/o 13<sup>th</sup> Floor, 315 Front St. W.  
Toronto, ON M7A 0B8  
educationequitysecretariat@ontario.ca

Date: Click or tap to enter a date.

This is to confirm that \_\_\_\_\_ began their role as director of  
(Name of Director of Education)  
education for the \_\_\_\_\_ on \_\_\_\_\_.  
(Name of School Board) (Date)

Performance Plan:

- ☐ Yes, the director of education's performance plan has been put in place for the current  
\_\_\_\_\_ evaluation cycle and has been posted on our board's website.  
(interim or full)

Date of Performance Plan Completion: Click or tap to enter a date.

\_\_\_\_\_  
Signature of the Chair of the Board

\_\_\_\_\_  
Printed Name of the Chair of the Board

(SAMPLE-TEMPLATE- DIRECTOR OF EDUCATION PERFORMANCE APPRAISAL  
WRITTEN CONFIRMATION OF COMPLETION-remove instruction)

School Board Letterhead

The Honourable \_\_\_\_\_  
Minister of Education  
c/o 13<sup>th</sup> Floor, 315 Front St. W.  
Toronto, ON M7A 0B8  
educationequitysecretariat@ontario.ca

Date: Click or tap to enter a date.

This is to attest that \_\_\_\_\_ has completed the  
(Name of school board)

\_\_\_\_\_ performance appraisal of their Director of Education \_\_\_\_\_  
(interim or full) (Name of Director of Education)

in accordance with the Ontario Regulation XX/2024 – Director of Education Performance Appraisal.

Bi-annual feedback:

- ☐ No, this evaluation cycle did not require the inclusion of bi-annual community partner/stakeholder feedback.
- ☐ Yes, this evaluation cycle included the required bi-annual community partner/stakeholder feedback, and the list of community partners and stakeholders invited to provide feedback is posted on the board's website.

- Community partners and stakeholders:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Date of Performance Appraisal Completion: Click or tap to enter a date.

\_\_\_\_\_  
Signature of the Chair of the Board

\_\_\_\_\_  
Printed Name of the Chair of the Board

### **360 Feedback- Overview and Recommended Best Practices**

- ☐ 360 feedback refers to the process of looking at a leader's strengths and areas for growth from different perspectives and multiple lenses.
- ☐ 360 feedback is an effective tool for leadership reflection, personal growth and development.
- ☐ All leaders have areas of strength and areas for growth and development and can benefit from feedback.
- ☐ A trusting relationship between the director and trustees is most conducive to effective leadership growth.
- ☐ A small focus, such as three to five areas of review, will provide the best feedback and most learning for a leader. Co-construction of the areas of focus and purposefully targeted questions to elicit meaningful feedback for the 360 will be most beneficial.
- ☐ A best practice is to hire a respected third party to personally collect feedback in an anonymous and safe way, focused on key areas that have been agreed to between the director and trustees.
- ☐ The director is the best person to respond to the feedback in terms of their next steps for learning and continuous improvement.



<b>BUSINESS AND BOARD ADMINISTRATION</b>	<b>3000</b>
<b>INFORMATION/COMMUNICATION TECHNOLOGY USE POLICY</b>	<b>3096</b>

1. Rationale

Information and communication technology plays a significant role in teaching, learning and in the administration of Lakehead District School Board (LDSB) business.

Technology has changed the educational environment in many positive ways. These technologies also bring challenges to maintaining a safe, caring and orderly learning environment. This policy serves as a basis for ensuring technology is used appropriately and to the benefit of students and employees.

2. Policy

It is the policy of LDSB to recognize the use of information and communication technologies as productivity enhancement tools by LDSB students and employees in support of teaching, learning and LDSB related business activities. These technologies may include both LDSB owned devices as well as personal mobile devices.

It is the policy of LDSB that the use of personal mobile devices during instructional time is permitted under the following circumstances: for educational purposes, as directed by an educator (student use) or administrator (staff use); for health and medical purposes; and to support special education needs. To be clear, the use of personal mobile devices in the classroom is restricted for all other uses.

3. Guiding Principles

Lakehead District School Board supports and encourages responsible use of technology through the following guiding principles.

3.1 Supporting Learning

Information technology presents an opportunity for students and teachers to enable authentic learning experiences that interact with the global community and encourage students to be lifelong learners.

3.2 Digital Citizenship

Users are expected to use technology responsibly and ethically. Lakehead District School Board will ensure students learn about digital citizenship in school.

3.3 Equity

Lakehead District School Board will ensure that all students have equitable access to all required technologies.

<b>BUSINESS AND BOARD ADMINISTRATION</b>	<b>3000</b>
<b>INFORMATION/COMMUNICATION TECHNOLOGY USE POLICY</b>	<b>3096</b>

#### 3.4 Privacy and Ownership

All data stored on LDSB technology are owned and may be accessed by LDSB. Users should have no expectation of privacy with respect to information created, stored, sent or received using LDSB technology.

#### 3.5 Security

Users must take reasonable precautions to ensure that data they use is safe and secure. Data should be used for the intended purposes.

#### 3.6 Compliance

Users are required to comply with federal and provincial legislation and all related LDSB policies and procedures.

#### 3.7 Communication

Students, staff and community shall engage in digital communication spaces that are healthy, respectful and free from hate speech/imagery, racism, oppression or cultural appropriation, and are authentic spaces for all communities. Lakehead District School Board reserves the right to restrict access to information technology and to remove users and content, in accordance with appropriate authorization, where the user has been non-compliant with the provisions of this policy and/or the security, privacy or reputation of LDSB staff or students is at risk.

#### 4. Failure to Comply

Individuals who do not comply with this policy will be subject to appropriate consequences in accordance with the circumstances of the event and within the parameters of any applicable legislation.

<b>BUSINESS AND BOARD ADMINISTRATION</b>	<b>3000</b>
<b>INFORMATION/COMMUNICATION TECHNOLOGY USE POLICY</b>	<b>3096</b>

5. Review

This policy shall be reviewed according to 2010 Policy Development and Review Policy.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
3096 Information/ Communication Technology Procedures	June 24, 2003	Policy/Program Memorandum No. 128 The Provincial Code of Conduct and School Board Codes of Conduct
8092 Code of Conduct Policy/Procedure	<u>Date Revised</u> June 26, 2007 September 24, 2013 May 26, 2020 May 10, 2022 June 27, 2023 June 25, 2024	

**SCHOOL AND COMMUNITY RELATIONS****8000****CODE OF CONDUCT POLICY****8092**1. Rationale

Lakehead District School Board (LDSB) is committed to the success of every student. This policy has been created to promote safe, nurturing, equitable, accessible, and inclusive learning environments that benefit all students. Lakehead District School Board believes that to foster a positive school climate of understanding and mutual respect that supports student achievement and well-being, there should be a focus on prevention and early intervention strategies to address inappropriate behaviour. The provincial Code of Conduct outlined in Policy/Program Memorandum 128 (PPM 128), sets clear provincial standards of behaviour.

This policy is in accordance with the Education Act, the PPM 128 – School Board Code of Conduct, and 8070 Safe Schools-System Expectations Policy. It is interpreted and applied in accordance with the Ontario Human Rights Code.

2. Policy

This policy articulates LDSB's Code of Conduct. It is the policy of LDSB that every elementary and secondary school, as well as the Lakehead Adult Learning Center, establish a school code of conduct to institute behavioural norms that support safe, nurturing, equitable, accessible, and inclusive learning and working environments for the benefit of students, staff, and communities. The purpose of this policy is to provide schools with direction for developing their school code of conduct and procedures.

3. Definitions

## 3.1 Medical Cannabis User

As defined in the Education Act, a medical cannabis user is a person who is authorized to possess cannabis for the person's own medical purposes in accordance with applicable federal law.

## 3.2 Cyber Bullying

In this policy, cyberbullying refers to bullying by electronic means as defined in subsection 1(1.0.0.2) of the Education Act.

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4. Application and Scope

This policy applies to all individuals involved with LDSB: students, parents/guardians/caregivers, volunteers, teachers, staff members, trustees, contractors (including school bus drivers), and visitors (including members of various community groups), whether they are on school property, in a virtual learning environment, on a school bus, at a school-related and/or Board-related event or activity, in before-and after-school programs or in other circumstances that could have an impact on the school climate. Individuals who rent or use Board or school facilities, are also asked to adhere to the standards set out in this code of conduct.

5. Purpose

According to the Education Act, the Provincial Code of Conduct and LDSB Code of Conduct, the purpose is to:

- ensure that all members of the school community, especially people in positions of authority, are treated with respect and dignity;
- promote responsible citizenship by encouraging appropriate participation in the civic life of the school community;
- maintain an environment where conflict and difference can be addressed in a manner characterized by respect and civility;
- encourage the use of non-violent means to resolve conflict;
- promote the safety of people in the schools;
- discourage the use of alcohol, illegal drugs and, except by a medical cannabis user, cannabis, tobacco, e-cigarettes and nicotine products; and
- prevent bullying in schools.

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6. Standards of Behaviour

6.1 Respect, Civility, and Responsible Citizenship.

All members of the school community must;

- respect and comply with all applicable federal, provincial, and municipal laws;
- demonstrate honesty and integrity;
- respect differences in people, their ideas, and their opinions;
- always treat one another with dignity and respect, and especially when there is disagreement;
- respect and treat others fairly, regardless of race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status, or disability;
- respect the rights of others;
- show proper care and regard for school property and the property of others;
- take appropriate measures to help those in need;
- seek assistance from a member of the school staff, if necessary, to resolve conflict peacefully;
- respect all members of the school community, especially persons in positions of authority;
- respect the needs of others to work in an environment that is conducive to learning and teaching, including by ensuring that personal mobile devices are only used during instructional time for educational purposes, as directed by an educator, for health and medical purposes and to support special education needs; and
- not swear at a teacher or at another person in a position of authority.

All members of the school community have a responsibility to contribute to a climate of understanding and mutual respect, in accordance with LDSB's 7030 Human Rights Policy.

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## 6.2 Safety

All members of the school community must not:

- engage in bullying behaviours, including cyberbullying;
- commit sexual assault or harassment;
- traffic in weapons or illegal drugs;
- give alcohol or cannabis to a minor;
- commit robbery;
- be in possession of any weapon, including firearms;
- use any object to threaten or intimidate another person;
- cause injury to any person with an object;
- be in possession of, or be under the influence of alcohol, cannabis (unless the individual has been authorized to use cannabis for medical purposes), and/or illegal drugs; tobacco, e-cigarettes and nicotine products;
- provide others with alcohol, illegal drugs, or cannabis (unless the recipient is an individual who has been authorized to use cannabis for medical purposes) tobacco, e-cigarettes and nicotine products;
- inflict or encourage others to inflict bodily harm on another person;
- use abusive, defamatory, or discriminatory language;
- engage in hate propaganda and other forms of behaviour motivated by hate or bias;
- commit an act of vandalism that causes extensive damage to school property or to property located on the premises of the school; and
- record, take, or share non-consensual transcriptions, audio recordings, video recordings, or photos of members of the school community (including both in-person and virtual meetings).

## 7. Roles and Responsibilities

### 7.1 Principals

Under the direction of LDSB, principals take a leadership role in the daily operation of a school. They provide leadership by:

- demonstrating care for the school community and a commitment to student achievement and well-being in a safe, inclusive, and accepting learning environment;
- holding everyone under their authority accountable for their own behaviour and actions;
- empowering students to be positive leaders in their school and community; and
- communicating regularly and meaningfully with all members of their school community.

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## 7.2 Teachers and Other School Staff

Under the leadership of their principals, teachers and other school staff, maintain a positive learning environment and are expected to hold everyone to the highest standard of respectful and responsible behaviour. As role models, teachers and support staff uphold these high standards when they:

- help students work to their full potential and develop their sense of self-worth;
- empower students to be positive leaders in their classroom, school, and community;
- communicate regularly and meaningfully with parents;
- maintain consistent and fair standards of behaviour for all students;
- demonstrate respect for one another, all students, parents, volunteers, and other members of the school community; and
- prepare students for the full responsibilities of citizenship.

Teachers and other school staff will assist principals to maintain a positive learning environment. They support efforts to address incidents when needed or to assist the principal of the school.

## 7.3 Students

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, for others, and for the responsibilities of citizenship through acceptable behaviour. Respect and responsibility are demonstrated when students:

- come to school prepared, on time, and ready to learn;
- show respect for themselves, for others, and for those in positions of authority;
- refrain from bringing anything to school that may compromise the safety of others; and
- follow the established rules and take responsibility for their own actions.

Incidents involving students will be addressed by the principal in accordance with the schools' code of conduct and Board policy.



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#### 7.4 Parents/Guardians/Caregivers

Parents/guardians/caregivers play an important role in the education of their children and can support the efforts of school staff in maintaining a safe, inclusive, accepting, and respectful learning environment for all students. Parents/guardians/caregivers fulfil their role when they:

- are engaged in their child's schoolwork and progress;
- communicate regularly with the school;
- help their child be appropriately dressed and prepared for school;
- ensure that their child attends school regularly and on time;
- promptly report to the school their child's absence or late arrival;
- become familiar with the provincial Code of Conduct, the Board's Code of Conduct, and, if applicable, the school's Code of Conduct;
- encourage and assist their child in following the rules of behaviour; and
- assist school staff in dealing with disciplinary issues involving their child.

#### 7.5 Community Partners

Through outreach, existing partnerships may be enhanced and new partnerships with community-based service providers and members of the community (i.e., Elders, Senators, Knowledge Keepers) may also be created. Community-based service providers are resources that boards can use to deliver prevention or intervention programs. Protocols are effective ways of establishing linkages between boards and community-based service providers and for formalizing the relationship between them. These partnerships must respect all applicable collective agreements.

#### 7.6 Police

The police can play an essential role in making our schools and communities safer. The police investigate incidents in accordance with the protocol developed with the local school board. These protocols are based on the Provincial Model for a Local Police/School Board Protocol, 2015, developed by the Ministry of Community Safety and Correctional Services and the Ministry of Education.

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8. Athletics Code of Conduct

Lakehead District School Board recognizes that codes of conduct for sporting events are written in the constitutions of the Superior Secondary Schools' Athletic Association (S.S.S.A.A.). These codes govern the behaviour of students, coaches, officials and spectators and violations of these codes are handled according to these guidelines. Notwithstanding the above-mentioned athletic codes of conduct and penalties imposed therein, the provisions of the Education Amendment Act (Progressive Discipline and School Safety), 2007, Accepting Schools Act, 2012 and any Board policies, regulations or procedures shall take precedence. Therefore, a principal may also impose penalties, consequences and/or limitations upon students, coaches, officials and/or spectators. Such penalties, consequences and/or limitations may be additional to those imposed by the Lakehead Elementary Athletic Association and/or S.S.S.A.A. and may be more severe or extensive in scope.

9. Professional Expectations

Lakehead District School Board acknowledges and supports the Ontario College of Teachers Act, 1996, its regulations, statements, and philosophy. It also acknowledges that others who practice their professions in the Board are governed by similar standards of practice related to the professional organization or college to which they may belong, i.e., College of Psychologists of Ontario, Ontario College of Social Workers and Social Service Workers, College of Early Childhood Educators, and College of Audiologists and Speech-Language Pathologists of Ontario. It is expected that all employees be familiar with and adhere to the standards of practice of their profession, Board policies and maintain professional relationships with students and other members of the LDSB community.

All employees are expected to conduct themselves in a professional manner at all times. In addition to the Standards of Behaviour outlined in Section 6 of this policy, employees are expected to contribute to and maintain a healthy, inclusive and supportive environment. Any behaviour that contributes to a toxic or poisoned workplace (such as unwelcome or vexatious comments, discriminatory comments or actions, gossip, etc.) is expressly prohibited and will be deemed to be a violation of the Code of Conduct and/or other Board policies.

All employees are expected to act in accordance with the standards of behaviour established by this code of conduct. Incidents will be addressed in accordance with Board policies and collective agreements.

**SCHOOL AND COMMUNITY RELATIONS****8000****CODE OF CONDUCT POLICY****8092**10. Review

The director of education and superintendents are responsible for the implementation and review of this policy. It will be reviewed in accordance with 2010 Policy Development and Review Policy and in conjunction with the school improvement plan, considering the input of school council and those that are communicated by the school community.

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
1020 Equity and Inclusive Education	June 28, 2022	Education Act Part XIII Behaviour, Discipline and Safety
3060 Leasing of Space	<u>Date Revised</u>	
3096 Information/ Communication Technology Use	June 25, 2024	Appendix F of 8070 Safe Schools – System Expectations Procedures
7030 Harassment & Human Rights		Policy/Program Memorandum No. 128 The Provincial Code of Conduct and School Board Codes of Conduct
7040 Violence in the Workplace		
8070 Safe Schools – System Expectations		
8071 Bullying Prevention and Intervention		
8072 Sexual Orientation and Gender Identity		
8073 Dress Code		
8091 Use of Volunteers in Schools		

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2024 JUN 25  
Report No. 084-24

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

RE: RECOMMENDATION FROM THE FINANCE COMMITTEE

A report was received at the Finance Committee Meeting – Public Session of June 18, 2024, and has been referred to the Board for approval. The recommendation is as follows:

2024-2025 BUDGET (082-24)

It is recommended that Lakehead District School Board approve the 2024-2025 Operating and Capital Budget of \$171,433,200 as presented.

Respectfully submitted,

SCOTTIE WEMIGWANS  
Chair, Finance Committee