



Office of the Director

Jim McCuaig Education Centre
2135 Sills Street Thunder Bay ON P7E 5T2
Telephone (807) 625-5131 Fax (807) 622-0961

BOARD ADVISORY COMMITTEE

**Tuesday, October 8, 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**

1. Call to Order
2. Disclosure of Conflict of Interest
3. Approval of the Agenda
4. Resolve into Committee of the Whole – Closed Session
5. **COMMITTEE OF THE WHOLE – Closed Session – 7:00 p.m. (SEE ATTACHED AGENDA)**

	<u>Resource Person</u>	<u>Pages</u>
6. Land Acknowledgement	R. Sitch	Verbal
7. Delegations/Presentations		
7.1 Trustee Character Award – Pat Towell	L. Vanderwey	Verbal
8. Confirmation of Minutes		
8.1 Board Advisory Committee Meeting - September 10, 2024	E. Chambers	1-5
9. Business Arising from the Minutes		

Resource
Person

Pages

- 15. New Business
- 16. Notices of Motion
- 17. Information and Inquiries
- 18. Adjournment



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AGENDA

COMMITTEE OF THE WHOLE – Closed Session

7:00 p.m. – in the Sibley Room

	<u>Resource Person</u>	<u>Pages</u>
5.1 Approval of Committee of the Whole - Closed Session Minutes		
5.1.1 Board Advisory Committee Meeting - September 10, 2024	E. Chambers	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Legal Matter	K. Alaksa	Verbal
5.3.2 Legal Matter	S. Pharand	Verbal
5.4 Information and Inquiries		
5.5 Rise and Ask Leave to Sit in Public Session		

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF BOARD ADVISORY COMMITTEE

Board Room/Microsoft Teams
Jim McCuaig Education Centre

2024 SEP 10
7:30 p.m.

TRUSTEES PRESENT:

Donica LeBlanc (Chair)	Leah Vanderwey
Ellen Chambers	Emily Drake (Indigenous Student
Pat Johansen	Trustee)
George Saarinen	Morgann De Franceschi (Student
Trudy Tuchenhausen	Trustee)
Scottie Wemigwans (Indigenous Trustee)	

ABSENT WITH REGRETS:

Ron Oikonen, Trustee
Ryan Sitch, Trustee

SENIOR ADMINISTRATION:

Sherri-Lynne Pharand, Director of Education
Heather Harris, Superintendent of Education
Jane Lower, Superintendent of Education
Michelle Probizanski, Superintendent of Education
Kirsti Alaksa, Superintendent of Business
Nick Sacevich, Associate Superintendent and Math/IT Lead

PUBLIC SESSION:

1. **Call to Order**

Meeting called to order by Chair LeBlanc at 6:33 p.m.

2. **Disclosure of Conflict of Interest**

Director Pharand declared a conflict of interest for closed session item No.
5.3.2 Legal Matter.

3. **Approval of Agenda**

Moved by Trustee Tuchenhausen

Seconded by Trustee Chambers

"THAT the Agenda for Board Advisory Committee Meeting, September 10, 2024, be approved."

CARRIED

4. Resolve into Committee of the Whole- Closed Session

Moved by Trustee Johansen

Seconded by Trustee Saarinen

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

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *May 28, 2024*
 - *June 11, 2024*
- *Personnel Matter*
- *Legal Matters*

and that this meeting shall not be open to the public pursuant to Section 207 (2) of the Education Act as amended.”

CARRIED

COMMITTEE OF THE WHOLE – CLOSED SESSION:

5. Committee of the Whole – Closed Session

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

PUBLIC SESSION:

6. Delegations/ Presentations

Introduction of Newly Appointed Leaders

Superintendents' Lower, Probizanski and Harris introduced the newly appointed leaders for the 2024-2025 school year:

- Becky Krawchuk, Vice Principal, Hammarskjold High School;
- Heather Campbell, Vice Principal, Superior Collegiate and Vocational Institute;
- Neil Workman, Principal, Westgate Collegiate and Vocational Institute;
- Jennifer Mikus, Vice Principal, Westgate Collegiate and Vocational Institute;
- Brittany Precosky, Vice Principal, Kingsway Park Public School;
- Catherine Jonas, Principal, Kakabeka Falls Public School and Whitefish Valley Public School;
- Leesa McCarville, Principal, Westmount Public School;
- Corinne Scarfo, Vice Principal Algonquin Avenue Public School;
- Angela Delorey, Principal, Vance Chapman Public School;
- Amanda Gyori, Principal, Ogden Public School;
- Hillary Howe, Principal, C.D. Howe Public School;
- Nicky Barrett, Vice Principal, Claude E. Garton Public School; and
- Lisa Adams, Vice Principal, École Elsie MacGill Public School.

MATTERS NOT FOR DECISION:

7. Confirmation of Minutes

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhagen

"THAT the Board Advisory Committee approve the minutes of the Board Advisory Committee Meeting, June 11, 2024."

CARRIED

8. Information Reports

8.1 Anishinaabemowin Revitalization Report (091-24)

Superintendent Harris introduced Anika Guthrie, Anishinaabemowin Revitalization Coordinator, who presented the report. All trustees' questions were addressed.

8.2 Report on the Activities of the 2023-2024 Supervised Alternative Learning Committee (089-24)

Superintendent Lower introduced Meghan Smelow, Student Success Lead, who presented the report. All trustees' questions were addressed.

MATTERS FOR DECISION:

9. New Reports

9.1. Directors Performance Appraisal Ad Hoc Committee (092-24)

Director Pharand informed the Board of the new ministry requirements for the Director Performance Appraisal process and the need for an Ad Hoc committee to be struck for this process. All trustees may be on the committee with an elected chair. Director Pharand turned the election process over to Chair LeBlanc, who asked trustees if they were all in agreement to appoint all trustees to the committee. Chair LeBlanc called for nominations of a chair for the Director Performance Appraisal Ad Hoc Committee. Trustee Wemigwans nominated Trustee Saarinen as chair. Trustee Saarinen accepted the nomination. Further nominations were called for from the floor. Trustee Chambers nominated Trustee LeBlanc. Trustee LeBlanc accepted the nomination. Trustee Chambers assumed the chair for the electoral voting process. Chair Chambers called for further nominations from the floor. There were no further nominations.

Moved by Trustee Johansen

Seconded by Trustee Vanderwey

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

"That nominations for the chair of the Director Performance Appraisal Ad Hoc committee be closed."

CARRIED

Superintendents Harris and Lower, acting as scrutineers, introduced the method of voting and proceeded with the voting process for chair of the Director Performance Appraisal Ad Hoc Committee.

Chair Chambers declared that Trustee Saarinen was the winner.

Moved by Trustee Johansen

Seconded by Trustee Wemigwans

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

1. *"That Lakehead District School Board appoint all trustees to the Director Performance Appraisal Committee."*
2. *"That Lakehead District School Board appoint Trustee Saarinen as chair of the Director's Performance Appraisal committee for the 2024-2025 school year."*

CARRIED

Trustee LeBlanc resumed her position as chair.

9.2. Policy Review - 3094 Electronic Meetings Policy (093-24)

Moved by Trustee Saarinen

Seconded by Trustee Chambers

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

- "That Lakehead District School Board approve the review of 3094 Electronic Meetings Policy."*

CARRIED

10. Information and Inquires

10.1 Chair LeBlanc informed the Board that the following events were attended by trustees:

- Aug 21-22, 2024 - Welcome Back event-
Attended by Trustees' Oikonen, Johansen, Saarinen, Tuchenhausen, Superintendents' Lower, Harris, Alaksa, Probizanski, Anthony Jeethan, Human Rights and Equity Advisor, Kali Bernst, Principal of Indigenous Education and Program, Nick Sacevich, Assistant to the Director/ Math/IT Lead, and Director Pharand.
- Aug 26, 2024 - Lakehead Public Schools Foundation 2nd Annual Bruce Nugent Memorial Golf Tournament – Attended by Trustees' Chambers, LeBlanc, Saarinen, Oikonen, Tuchenhausen, Johansen, Superintendents' Lower, Probizanski, Alaksa, Harris, Director Pharand and Assistant to the Director/ Math/IT Lead, Nick Sacevich.
- Sep 9, 2024 – Fetal Alcohol Spectrum Disorder Awareness Day – Trustee Saarinen attended.
- Upcoming Event- United Way Better is Possible Breakfast on September 12, 2024 (a number of trustees' and senior administration will be in attendance)

10.2 Trustee Johanson informed the Board that she will be attending a policy Working Group Committee meeting on Oct 12, 2024 with OPSBA.

11. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhausen

"THAT we do now adjourn at 9:07 p.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2024 OCT 8
Report No. 101-24

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

RE: LAKEHEAD PUBLIC SCHOOLS CHILD CARE REPORT

1. Background

- 1.1 The Ministry of Education sets overall policy, legislation, and regulations for the child care and early years sector under the authority of the Child Care and Early Years Act, 2014, and licenses child care providers across the province. The ministry also conducts inspections and investigates complaints about licensed and unlicensed child care.
- 1.2 Service system managers play a central role in the planning, funding, administration, and operation of early years and licensed child care services in Ontario. Thunder Bay District Social Services Administration Board (TBDSSAB) is designated under the Child Care and Early Years Act, 2014, to manage child care services and early years programs and services in the Thunder Bay region.
- 1.3 *How does learning happen? Ontario's Pedagogy for the Early Years* is a professional learning resource guide to support pedagogy and curriculum/program development in child care and early years programs in Ontario.

2. Situation

- 2.1 In 2023-2024, third-party child care operators offered licensed before- and after-school child care in 18 Lakehead Public Schools (LPS) elementary schools. In early 2024, an operator confirmed they would no longer operate before- and after-school care at Five Mile Public School and Gorham and Ware Community School. In September 2024, LPS was licensed to operate before- and after-school child care for Kindergarten and school-aged children in both of those locations.
- 2.2 There are currently three licensed programs (one Kindergarten and two school age) at Five Mile Public School and two licensed programs at Gorham and Ware Community School (one Kindergarten, one school age). Licensed capacity at Five Mile Public School is 13 Kindergarten-aged children and 30 school-aged children. Licensed capacity at Gorham and Ware Community School is 13 Kindergarten-aged children and 15 school-aged. Both programs are considered full at this time, with a waiting list.

2.3 Staff work collaboratively to deliver high-quality child care programming that meets or exceeds child care licensing requirements. Staff positions at both locations include:

- one site supervisor/Registered Early Childhood Educator (RECE): supervises programs at both locations, works in one Kindergarten program;
- one RECE: works in one Kindergarten program;
- three child care workers: work in school age programs; and
- occasional child care workers.

3. Next Steps

3.1 Determine the viability of Board-operated child care programming at LPS, including staffing and the cost of running the program.

3.2 Continue to survey families to determine child care needs in all schools and consider ways to meet those needs (e.g., third-party operators, expansion of Board-operated programs).

4. Conclusion

Lakehead District School Board recognizes that increased availability of high-quality child care programming will help promote positive outcomes for children, while supporting families to work. We remain committed to working with families and community partners to determine feasible methods of delivering child care in our region to meet the needs of children and families.

Respectfully submitted,

HEATHER HARRIS
Superintendent of Education

SHERRI-LYNNE PHARAND
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2024 OCT 08
Report No. 100-24

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

RE: GRADE 8 REACH-AHEAD PROGRAM

1. Background

- 1.1 Lakehead District School Board knows that every student learns in their own way and is committed to student success. This means meeting the needs, interests, and strengths of all students and engaging them in their learning through a variety of means. Preparing them for making transitions at key points in their lives, such as entering secondary school, is one of the many ways that programs at Lakehead Public Schools (LPS) strive to ensure bright futures for our students.
- 1.2 The transition from elementary to secondary school is among the most challenging periods of adolescence. This transition is a complex process, characterized by a constant tension between “being and becoming” (Tilleczek, 2010a). The opportunity to engage in reach-ahead programming can have great benefits for students who struggle academically or who experience challenges related to making transitions or dealing with unfamiliar, stressful situations.

2. Situation

- 2.1 A pilot project was launched in February 2024 to offer a virtual reach-ahead credit, including in-person visits to the secondary school, to Grade 8 students in several elementary schools within the Westgate Collegiate and Vocational Institute (C.V.I.) family of schools. Schools were selected on the basis of rural location, demographics, and other factors that traditionally pose barriers for accessing programs outside the school day.
- 2.2 The mode of delivery of this program was synchronous learning on Microsoft Teams and was taught by a teacher on staff at Lakehead Adult Education Centre (LAEC) and supported by staff of the secondary program department at LPS. The class ran from 4:00 p.m. to 6:00 p.m. three times per week from February 27, 2024 to June 27, 2024.
- 2.3 Visits to Westgate C.V.I. occurred on a monthly basis and included learning experiences in the areas of skilled trades, business, computer science, and foods/culinary. A celebration of success was held at the Lillie Street Garden with staff from Roots to Harvest, LAEC, and the program department.

3. Student Results

- 3.1 Twenty-nine students from the following schools earned a Grade 9 Individual and Family Living credit (HIF1O1):
- Ogden Community Public School;
 - McKellar Park Central Public School;
 - Westmount Public School;
 - Kakabeka Falls Public School;
 - Whitefish Valley Public School;
 - Valley Central Public School; and
 - Sherbrooke Public School.
- 3.2 Student surveys and exit interviews completed at the conclusion of the program included the following common feedback points:
- students felt better oriented to high school and prepared to transition to Grade 9;
 - students enjoyed the variety of learning activities and focus on life skills, community connections, and development of personal responsibility;
 - favourite or stand-out learning areas included hand sewing, cooking/traditional foodways, money management, trades/career exploration, mindfulness/yoga, virtual art exploration/drawing, and skills for healthy relationships;
 - the monthly field trips (three to Westgate C.V.I., one to Roots Community Food Centre garden/LAEC) were key positive experiences for all students;
 - the virtual “community guests” who presented on a range of topics were also highly valued parts of the course learning; and
 - earning a high school credit was a strong motivator for most students.
- 3.3 Parent/guardian feedback through conversations, email and surveys elicited the following main points:
- appreciation of the variety and real-life applicability of the learning, experienced students discussing and extending their learning in personal and family situations;
 - felt the course had a positive impact on their adolescents’ readiness for high school; and
 - although the online, weekly format of the course presented challenges, these were generally offset by strong communication, individualized accommodations, tech/learning material support, and the in-person field trip meetings.

4. Next Steps

Starting October 8, 2024, a pilot of this program will run within the Hammarskjold High School and Superior C.V.I. families of schools following the same model as the Westgate C.V.I pilot. Registrations will be gathered and submitted by elementary school administrators, in consultation with Grade 8 teachers, students, and families. Plans include a semester two section offered again to Westgate C.V.I. feeder schools.

Respectfully submitted,

MEGHAN SMELOW
Student Success Lead

SAMANTHA PEOTTO
Manager, Lakehead Adult Education Centre

JANE LOWER
Superintendent of Education

SHERRI-LYNNE PHARAND
Director of Education

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

Jim McCuaig Education Centre

2024 JUN 12
6:00 p.m.

MEMBERS PRESENT:

Alina Cameron, Vice Chair (virtual)	Sarah Niles
Brandon Robb	Scott McBean
Michelle Probizanski	Trustee Leah Vanderwey (virtual)
Michelle Blackburn	Trustee Trudy Tuchenhausen
Suzanne Posthumus, Chair	

OTHERS PRESENT:

Christine Jones

ABSENT WITH REGRET:

Liz Tod	Tara Ingram
Mike Otway	Miranda Myers
Maggie Fredrickson	Wendy Carroll

1. **Call to Order**

Suzanne Posthumus, Chair, called the meeting to order at 6:01 p.m.

2. **Welcome and Introductions**

There were no introductions.

3. **Approval of the Agenda**

Moved by Trustee Tuchenhausen

Seconded by Scott McBean

“THAT the agenda for the June 12, 2024, SEAC meeting be approved.”

Declarations of Conflict of Interest

There were no declarations of conflict of interest.

4. **Presentations**

4.1 Michelle Probizanski, Superintendent of Education, presented the 2024-2025 Special Education Plan. This plan will be posted on the boards' website. All members questions were addressed.

4.2 Michelle Probizanski, Superintendent of Education, presented the 2023-2024 SEAC workplan for members' input. All members questions were addressed.

- transition program will also run again this year;
 - offering summer literacy camp, SNAP camp with Dilico; and
 - the 2023-2024 Empower Program, completed in a secondary school was successful and hope to rollout to the remaining secondary schools. Michelle Probizanski, Superintendent of Education, will ask Ruth-Ann Fay, Special Education Resource Teacher, to present on it this year.
- 8.2 Suzanne Posthumus, Chair, asked members to share any advocacy. Alina Cameron, Vice Chair, shared that she had three families reach out to her. It has been suggested that we look into the possibilities of SEAC committee members attend some school parent council meetings and also providing principals with information that can be shared with their staff. Trustee Vanderwey suggested the possibilities of changing the SEAC Advocates title to read SEAC Navigators. Michelle Probizanski, Superintendent of Education, will discuss more at the next meeting.
- 8.3 Suzanne Posthumus, Chair, asked if anyone would join the 2024-25 Parent Involvement Committee (PIC). Christine Jones, Executive Assistant, will follow-up with Tara Ingram to see if she is interested.
- 8.4 Suzanne Posthumus, Chair, reported that SEAC will be asking for a carry-over of the 2023-2024 PIC funding.
- 8.5 Suzanne Posthumus, Chair, asked if any members were interested in attending the Equity and Inclusive Education Advisory Committee. Their next meeting October 9, 2024.

9. Information/Inquiries & Association Reports

Alina Cameron, Vice Chair, shared that there were 70,000 students registered for the Ontario Autism Program (OAP) and in March 2024 only 14,886 registered are accessing core funding. Many families have reached out to the Ontario Autism Coalition (OAC) regarding lack of transportation for special need students, lack of class room placement and the declining supports.

10. SEAC Budget Update

Michelle Probizanski, Superintendent of Education, reported the balance of the SEAC budget is \$11,265.

11. Board Update

Trustee Vanderwey, provided the following May 28, 2024, board update;

- OPSBA Take your MPP to School day at Kakabeka Falls Public School and Whitefish Valley Public School with MPP Holland
- Pride flag raising at the board office on June 3, 2024;
- Communication on recent ministry changes on Transportation posted to Facebook;
- Indigenous Peoples Day is on June 21, 2024;
- 9030 Playground Structure Policy approved;
- 3093 Electronic Information Security approved;

- 8020 Access to Schools Policy approved;
- 3061 Reclamation of Properties Policy approved;
- 2024-2025 Board Advisory Committee approved;
- 2024-2025 Regular Board Meeting Schedule approved; and
- 2024-2032 Policy Review Schedule approved

12. Adjournment

“THAT we do now adjourn at 6:52 p.m.”

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF PARENT INVOLVEMENT COMMITTEE

Board Room
Jim McCuaig Education Centre

2024 MAY 06
6:00 p.m.

MEMBERS PRESENT:

Robin Cawlishaw	Fred Van Elburg
Ellen Chambers (Virtual)	
Dawn-Marie Francis	
Shannon Jessiman	
Lorraine Mashongoane	
Sherri-Lynne Pharand	
Laura Prodanyk	
George Saarinen	

RESOURCE:

Judy Hill, Executive Assistant
Jamie Smith, Communications Supervisor

MEMBERS ABSENT, WITH REGRET:

Tara Ingram
Jena Samakese
Chelsea Siver
Morning Star Tom

GUESTS:

AJ Keene, Superintendent of Education
Craig Murphy, STSTB Consortium Manager
Ian Roulston, Transportation Officer

1. **Call to Order, Welcome and Introductions**

Co-chair Cawlishaw called the meeting to order and welcomed everyone.

2. **Land Acknowledgement**

Co-chair Cawlishaw acknowledged the lands and traditional territory.

3. **Disclosures of Conflict of Interest**

There were no disclosures of conflict of interest.

4. **Approval of the Agenda**

The agenda was approved by consensus.

5. Confirmation of Minutes – May 6, 2024

The minutes of May 6, 2024 were approved by consensus.

6. Business Arising from the Minutes

There was no business arising from the minutes.

7. Board Improvement Plan

AJ Keene, Superintendent of Education, provided a handout of the condensed version of the plan and provided an overview. The Board is required by the Ministry to provide a plan to the system. Questions from the group were addressed.

8. Transportation Presentation

Craig Murphy, STSTB Consortium Manager, and Ian Roulston, Transportation Officer, shared a power point presentation on the Wayfinders program. The Wayfinders program teaches elementary students in Grades 5 and 6 to be capable and confident walkers and is a leadership opportunity for students. Participating students would wear a C2 safety vest and walk a preferred route to school. The only expectations are to set a responsible example, model safe walking procedures and be welcoming of other students who may choose to walk along with them. These students would receive thorough street safety training and be given an understanding of safety around traffic, crossing a street, anti-bullying awareness and basic first aid training. Questions from the group were addressed.

9. Budget

Director Pharand thanked the group for their submission to trustees. Director Pharand shared that the Parent Involvement Committee will be receiving funding for the purpose of working with school councils to encourage student attendance. Questions from the group were addressed.

10. Meeting Summary for the Winter Parent Engagement Session

Director Pharand shared the document outlining the results of the January 2024 meeting between the Inclusive Education Priorities and Engagement Branch of the Ministry of Education who hosted virtual meetings with Parent Involvement Committee chairs and co-chairs and school board parent engagement leads.

11. Miiniwewinan: Indigenous Education Advisory Committee Report

Report deferred to next meeting.

12. Special Education Advisory Committee Report

Report deferred to next meeting.

13. Director's Report

Director Pharand shared a list of the reports to the Board since the last meeting. The Board is undertaking a French Immersion review to ensure the program is relevant. Director Pharand updated the group on the cell phone ban that will be implemented in schools in September. Students in K-Grade 6 will be required to put phones away for the day unless they are required for a lesson. Students in Grades 7-12 can have phones on them, but they must be off. Phones can be used between classes and at lunch. If a student is caught using their phone in class, the phone will be confiscated until the end of the day. Consequences will be put in place for students breaking the rules. A new Suicide Prevention/Intervention and Postvention Protocol has been developed and will be posted on the Board website. Megan Semeniuk, Mental Health Lead, will be invited to a future meeting to share the protocol.

14. Next Meeting

Monday, November 18, 2024.

15. Adjournment

The meeting adjourned at 7:15 p.m.

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2024 OCT 8
Report No. 102-24

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

RE: LAKEHEAD PUBLIC SCHOOLS FOUNDATION

1. Background

The Lakehead Public Schools Foundation (LPSF) was created in 2003 as an independent, charitable foundation dedicated to raising funds for Lakehead Public Schools' students.

2. Situation

2.1 The LPSF Committee consists of the following committee members:

- Jordan Lester, Chair;
- Brian McKinnon, Vice Chair;
- Sue Peever;
- Sherri-Lynne Pharand;
- Jamie Smith; and
- Kirsti Alaksa, Secretary/Treasurer.

2.2 Supports to Students in the 2023-2024 School Year

Funds raised through LPSF have been directed to graduating secondary students in the form of scholarships. In addition, funds raised help to fund the Grade 8 Awards of Excellence and the Student Assistance Fund (SAF). The Grade 8 Awards of Excellence recognize one student from each elementary school annually, who has achieved high standards of academic excellence and demonstrating leadership within the school and community. The SAF targets all students within the Lakehead Public Schools System. Funds distributed through this initiative will be used for a variety of areas where students may need financial assistance.

2.3 Fundraising Activities

Funds for the scholarship are raised by the following:

- Employee Donations – It Takes Two Campaign;
- United Way;
- CanadaHelps online donations; and
- Events – Annual Golf Tournament, Trivia Event.

2.4 Financials

Year	Revenue	Scholarships & Supports
2017-2018	\$ 42,571	\$ 33,578
2018-2019	\$ 39,929	\$ 29,296
2019-2020	\$ 10,557	\$ 22,260
2020-2021	\$ 45,368	\$ 25,675
2021-2022	\$ 39,352	\$ 18,430
2022-2023	\$ 32,102	\$ 37,118

3. Next Steps

The Lakehead Public Schools Foundation will continue to work raising funds for our students, staff, and community members.

4. Conclusion

Lakehead District School Board continues to use the LPSF for students through a variety of initiatives, on-going supports and resources, and community partner collaboration.

Respectfully submitted,

JORDAN LESTER
Chair, Lakehead Public Schools Foundation

KIRSTI ALAKSA
Superintendent of Business

SHERRI-LYNNE PHARAND
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2024 OCT 8
Report No. 103-24

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

RE: PROCEDURAL BY-LAWS AD HOC COMMITTEE

1. Background

- 1.1 Revisions to the Procedural By-Laws were completed and enacted on June 28, 2022.
- 1.2 Some areas of the Procedural By-Laws have been identified for further review.
- 1.3 Article 1 - Definitions - line 13 of the 2022 Procedural By-Laws defines an Ad Hoc Committee as *“a committee struck by the Board, Board Advisory Committee, or other committee, to consider a specific matter and report back to the striking body by a date fixed by the striking body”*.

2. Situation

- 2.1 A Procedural By-Laws Ad Hoc Committee should be established to conduct a review.
- 2.2 The Procedural By-Laws Ad Hoc Committee will review the 2022 Procedural By-Laws and recommend changes to the Board.
- 2.3 The Procedural By-Laws Ad Hoc Committee will consist of trustees, one alternate, the director of education, and the executive secretary - office of the director.

RECOMMENDATIONS

It is recommended that the Board Advisory Committee refer the following to the Board for approval:

1. Lakehead District School Board appoint Trustees _____, _____, _____, _____, _____, _____, and _____ as alternate, Director Pharand, and the executive secretary – office of the director, be appointed to the Procedural By-Laws Ad Hoc Committee.
2. The Procedural By-Laws Ad Hoc Committee report its progress to the Board no later than April 22, 2025.

Respectfully submitted,

E. Chambers
Chair, Lakehead District School Board