



**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, January 14, 2025  
Jim McCuaig Education Centre**

Sherri-Lynne Pharand  
Director of Education

Donica LeBlanc  
Chair

**AGENDA**

**PUBLIC SESSION  
7:30 P.M. – in the Board Room**

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order		
2. Disclosure of Conflict of Interest		
3. Approval of the Agenda		
4. Resolve into Committee of the Whole – Closed Session		
5. <b>COMMITTEE OF THE WHOLE – Closed Session – 6:45 p.m. ( SEE ATTACHED AGENDA)</b>		
6. Land Acknowledgement		Verbal
7. Delegations/Presentations		
7.1 Trustee Recognition Award – Rose Benvenuto-Valente	G. Saarinen	Verbal
8. Confirmation of Minutes		
8.1 Board Advisory Committee Meeting - November 12, 2024	D. LeBlanc	1-4
9. Business Arising from the Minutes		

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

**LAKEHEAD DISTRICT SCHOOL BOARD**

**MATTERS NOT REQUIRING A DECISION**

- |      |  |           |       |
|------|--|-----------|-------|
| 10.  | Information Reports  |           |       |
| 10.1 | The Arts (010-25)  | H. Harris | 5-6   |
| 10.2 | Health and Safety Program – Semi-annual Report (009-25)                                  | K. Alaksa | 7-11  |
| 10.3 | Miiniwewinan: Indigenous Education Advisory Committee Meeting Minutes – November 7, 2024 | H. Harris | 12-14 |
| 11.  | First Reports  |           |       |

**MATTERS FOR DECISION:**

- |      |   |              |         |
|------|---|--------------|---------|
| 12.  | Postponed Reports   |              |         |
| 13.  | Ad Hoc and Special Committee Reports  |              |         |
| 14.  | New Reports   |              |         |
| 14.1 | Miiniwewinan: Indigenous Education Advisory Committee Terms and Conditions (012-25)   | H. Harris    | 15-16   |
|      | <p>It is recommended that the Board Advisory Committee refer the following to the Board for approval:</p> <p><i>“That Lakehead District School Board approve the Terms and Conditions for Miiniwewinan: Indigenous Education Advisory Committee.”</i></p> |              |         |
| 15.  | New Business  |              |         |
| 15.1 | Input Submission to the Ministry of Finance Re: Ontario Budget 2025   | L. Vanderwey | Handout |
| 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.



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**AGENDA**

**COMMITTEE OF THE WHOLE – Closed Session  
6:45 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 - November 12, 2024	D. LeBlanc	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Personnel Matter	S. Pharand	Verbal
5.3.2 Personnel Matter	S. Pharand	Verbal
5.3.3 Legal Matters	S. Pharand	Verbal
5.4 Information and Inquiries		
5.5 Rise and Ask Leave to Sit in Public Session		

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

**LAKEHEAD DISTRICT SCHOOL BOARD**

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF BOARD ADVISORY COMMITTEE**

Board Room/Microsoft Teams  
Jim McCuaig Education Centre

2024 NOV 12  
7:30 p.m.

**TRUSTEES PRESENT:**

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

**ABSENT WITH REGRETS:**

Ryan Sitch

**SENIOR ADMINISTRATION:**

Sherri-Lynne Pharand, Director of Education  
Heather Harris, Superintendent of Education  
Michelle Probizanski, Superintendent of Education  
Jane Lower, 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.

2. **Disclosure of Conflict of Interest**

3. **Approval of Agenda**

Moved by Trustee Saarinen

Seconded by Trustee Chambers

*"THAT the Agenda for Board Advisory Committee Meeting, November, 12, 2024, be approved."*

**CARRIED**

4. Resolve into Committee of the Whole-Closed Session

Moved by Trustee Tuchenhagen

Seconded by Trustee Johansen

*“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*
  - *Board Advisory Committee Meeting*
  - *October 8, 2024*
- *Financial 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:

MATTERS NOT FOR DECISION:

6. Delegations/ Presentations

Trustee Vanderwey presented a Trustee Character Award to Pat Towell for sharing her passion for music with students through her leadership, guidance and inclusion during her years as a teacher and now as a volunteer.

7. Confirmation of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Wemigwans

*“THAT the Board Advisory Committee approve the minutes of the Board Advisory Committee Meeting, October 8, 2024.”*

CARRIED

8. Information Reports

8.1 LEGAL REPRESENTATION FOR 2023-2024 (112-24)

Sherri-Lynne Pharand, Director of Education, presented the report. All trustees' questions were addressed.

8.2 HUMAN RIGHTS, EQUITY AND INCLUSIVE EDUCATION (110-24)

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

8.3 NUMERACY- MATH ACHIEVEMENT ACTION PLAN (109-24)

Nick Sacevich, Associate Superintendent and Math/IT Lead presented the report. All trustees' questions were addressed.

MATTERS FOR DECISION:

9. New Reports

9.1. POLICY REVIEW – 6065 PREVALENT MEDICAL CONDITIONS (113-24)

Moved by Trustee Vanderwey

Seconded by Trustee Johansen

*"THAT Lakehead District School Board approve 6065 Prevalent Medical Conditions Policy, Appendix A to Report No. 113-24".*

CARRIED

9.2 POLICY REVIEW – 8015 DISPLAY OF FLAGS (108-24)

Moved by Trustee Saarinen

Seconded by Trustee Chambers

*"THAT Lakehead District School Board approve 8015 – Display of Flags Policy, Appendix A to Report No. 108-24."*

CARRIED

9.3 POLICY REVIEW – ENGLISH LANGUAGE LEARNERS' (111-24)

Moved by Trustee Tuchenhausen

Seconded by Trustee Johansen

*"THAT Lakehead District School Board rescind 4005 English Language Learners' Policy."*

CARRIED

10. Information and Inquires

Chair LeBlanc informed the Board that the following events were attended by trustees and senior administrators:

- October 26, 2024 - visit to Kingfisher Outdoor Education Centre with OPSBA representatives, Kathleen Woodcock, President, Stephanie Donaldson, Executive Director, and Bill Steer, Northern Regional Chair.
- October 26-27, 2024 - OPSBA Northern Regional Meeting at the Valhalla Inn and Conference Centre.
- October 29, 2024 - Strategic Plan Development Session with Stakeholders and Maximum City Inc.
- October 30, 2024 - Strategic Plan Development Session with Miiniwewinan and Maximum City Inc.
- October 30, 2024 - visit to École Elsie MacGill Public School and Hammarskjold High School with Maximum City Inc. to get student perspective for the Strategic Plan Development.
- November 11, 2024 - Remembrance Day services at Waverly Park, Fort William Gardens and Mt. McKay.

11. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Johansen

*“THAT we do now adjourn at 8:45 p.m.”*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2025 JAN 14  
Report No. 010-25

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

RE: THE ARTS

1. Background

- 1.1 As identified in the Strategic Plan, Lakehead District School Board (LDSB) seeks to provide programs and supports so that every student can achieve high levels of personal and academic excellence. “Participation in the arts contributes in important ways to students’ lives and learning – it involves intense engagement, development of motivation and confidence, and the use of creative and dynamic ways of thinking and knowing. It is well documented that the intellectual and emotional development of children is enhanced through study of the arts.” (Ontario Arts Curriculum 1-8)
- 1.2 Lakehead District School Board continues to provide high quality programs and professional learning in the arts to enhance student outcomes and support teacher learning.

2. Situation

- 2.1 Lakehead District School Board’s ongoing partnerships with the Thunder Bay Symphony Orchestra (TBSO), the Thunder Bay Art Gallery, as well as numerous community partners, continue to provide innovative learning for students and teachers in all areas of the arts – dance, drama, music, and visual arts.
- 2.2 A breadth of programming in the arts continues to be offered across all three of LDSB secondary schools.

3. Program Overview

- 3.1 During this school year, elementary schools will be engaged in learning about and through the arts, supported by partnerships with:
  - Thunder Bay Art Gallery;
  - Thunder Bay Symphony Orchestra; and
  - Isaac Murdoch: Biboonewin (Winter Painting).
- 3.2 Elementary classroom teachers will continue to be supported to integrate drama, dance, and visual arts across the curriculum.
- 3.3 Elementary students transitioning to secondary schools have a variety of opportunities available to them. Band, strings, guitar and vocal music, drama and dance, and visual arts are offered across the three secondary schools.



- 3.4 A full complement of arts programming in each secondary school will enable students to better customize their high school education and improve their prospects for success in school and in life.

4. Conclusion

“Since arts experiences offer other modes and ways of experiencing and learning, children will have opportunities to think and feel as they explore, problem solve, express, interpret, and evaluate the process and the results. To watch a child completely engaged in an arts experience is to recognize that the brain is on, driven by the aesthetic and emotional imperative to make meaning, to say something, to represent what matters.” *The Arts Go to School, David Booth and Masayuki Hachiya, eds. (Markham, Ontario: Pembroke Publishers, 2004), p.15*

Lakehead District School Board continues to provide unique opportunities for students to enhance their lives through a range of experiences in the arts.

Respectfully submitted,

KALI BERNST  
Principal of Indigenous Education and Program

HEATHER HARRIS  
Superintendent of Education

SHERRI-LYNNE PHARAND  
Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2025 JAN 14  
Report No. 009-25

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

RE: HEALTH AND SAFETY PROGRAM – SEMI-ANNUAL REPORT

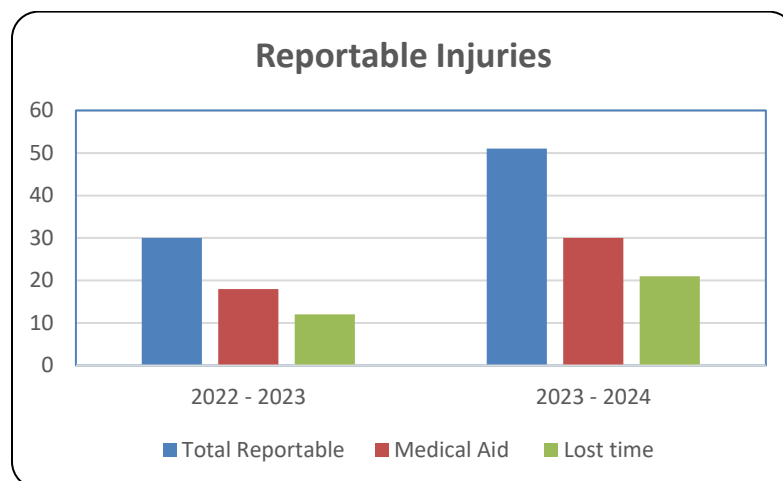
1. Background

This semi-annual report is to inform trustees of the current status of Lakehead District School Board's (LDSB) Health and Safety program and significant related activities. The Occupational Health and Safety Act requires directors and officers of corporations to take all reasonable care to ensure that the corporation complies with the Act and its regulations.

2. Situation

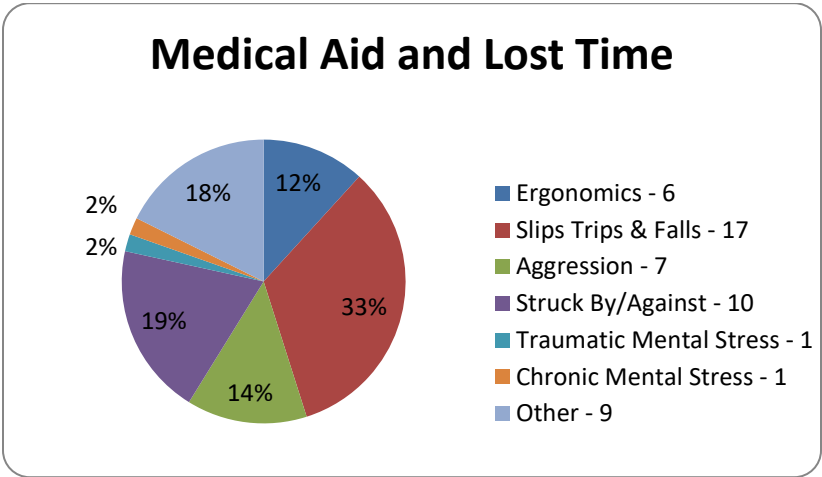
2.1 Accident Statistics

- 2.1.1 Over the 2023-2024 school year, employees recorded a total of 51 reportable injuries. Reportable injuries are defined as incidents that required medical aid or resulted in lost time. This was up from 30 reported the previous year. The number of incidents requiring medical care was 30, which is up from 18 in the previous year. The number of lost time incidents was 21, up from 12 the previous year.



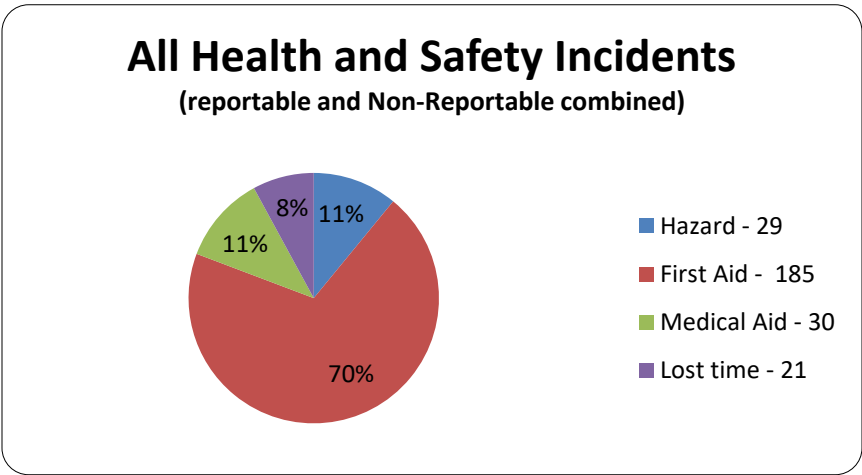
Slips/trips/falls, struck by/against and aggression were the highest reportable categories of types of injury.

2.1.2 The graph below displays the cause of the injury, the total incidents per category and percent distribution of reportable injuries.



Note: Ergonomics – includes overexertion and repetitive motion strain Chronic Mental Stress (CMS) policy new in 2018 was retroactive to April 2014.  
Other –Covid cases, MVA, heart attack, stroke, epileptic seizure, fainting (loss of consciousness), asthma attack, fire / explosion, exposure to hazardous material, contaminants and noise.

- 2.1.3 The total reportable injury frequency reflects the combined medical aid and lost time claim frequency compared to the educational peer group across the province and is based on claims per 100 staff. Lakehead District School Board’s frequency rate is 4.30 compared to the provincial average rating of 4.66.
- 2.1.4 The total number of non-reportable incidents for the 2023-2024 school year was 259. Non-reportable injuries are defined as first aids and near misses (hazards). The number of incidents requiring first aid was 185 as opposed to 195 from the previous year. There were also 29 near miss (hazard) incidents reported in this period.
- 2.1.5 The graph below displays the cause of the injury, the total incidents per category and percent distribution of all health and safety incidents (includes all reportable and non-reportable injuries).



### 3. Health and Safety Initiatives

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

#### 3.3 Employee Training

The health and safety department continues to provide a number of important training sessions throughout the year. The cost for training, including supply staff coverage, is covered by the health and safety department budget.

##### 3.3.1 Classroom Based Learning

###### First Aid Training

Standard First Aid, CPR/AED training certificates are only valid for three years at which time re-certification is required. Five First Aid courses were held, and 68 employees completed training in the 2023-2024 school year. The sessions were one and two day certification courses. Each school is well staffed with individuals certified in First Aid.

###### Joint Health and Safety Committee Certification Training

Each site is required to have a Joint Health and Safety Committee comprised of management and worker members as per the Occupational Health and Safety Act (OHSA). At least one management and one worker member must be certified. To become certified, staff must complete a four day course divided into two parts covering a variety of topics. This past year, seven staff successfully completed the certification course.

##### 3.3.2 Online Training

Since the Fall of 2015, the Board has been using an online training platform. For the period of September 1, 2023 to August 31, 2024, there were 13,492 online course completions.

2023-2024 requirements:

- Ryan's Law;
- Sabrina's Law;
- LPS Concussion Training;
- Workplace Violence: Awareness and Prevention;
- Ontario School Board Anti-Sex Trafficking Protocol Part 1;
- Ontario School Board Anti-Sex Trafficking Protocol Part 2; and
- Slips, Trips and Falls – Indoor Environments.

### 3.3.3 New Hire Online Training

All new LDSB employees receive the following mandatory training as part of the onboarding process:

- Workplace Violence and Harassment;
- Workplace Hazardous Material Information System (WHMIS 2015) training;
- Occupational Health and Safety Awareness training;
- Accessibility for Ontarians with Disabilities Act;
- LPS Concussion training (New 2020);
- Student Concussion Management Policy;
- Cybersecurity (New 2020);
- Online Health and Safety Reporting Instructions (New 2020);
- Ontario School Board Anti-Sex Trafficking Protocol Part 1 (New 2022);
- Ryan's Law; and
- Sabrina's Law.

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

### 3.4 Equipment Testing

To ensure compliance with the Occupational Health and Safety Act, the health and safety officer coordinates the annual testing and certification of the following:

- forty-four overhead cranes, hoists and floor jacks as well as three aerial lift platforms;
- nine mechanical lifts and related equipment used in special needs/multi needs classrooms;
- stage and drama room rigging and lighting in each secondary school;
- chemical fume hoods in the science areas; and
- dust collection and spark detection systems located in all technology classes.

4. Conclusion

Lakehead District School Board continues to promote a safe learning and working environments for all students and staff. A continuing commitment to education, training, and health and safety promotion, will ensure LDSB remains compliant with all acts and regulations and, in turn, reduce operating costs. This commitment to safety will also make our schools and facilities the best place for students and staff to work and learn.

Respectfully submitted,

KYLE ULVANG  
Health and Safety Officer

DON PORTER  
Manager of Property Services

KIRSTI ALAKSA  
Superintendent of Business

SHERRI-LYNNE PHARAND  
Director of Education



**MIIKWEWINAN  
INDIGENOUS EDUCATION ADVISORY COMMITTEE MINUTES**

**DATE:** Thursday, November 7, 2024 – 9:00 am – 12:00pm – Boardroom/Virtual Meeting via Microsoft Teams

**CO-CHAIR:** Heather Harris

**MEMBERS PRESENT:** Kathleen Andrews, Elliott Cromarty, Elder Sheila DeCorte, Trustee Pat Johansen, Cheryl King-Zewiec, Elder Melissa Roberts, Angelina Tassone, Morning Star Tom

**ALTERNATES:** Trustee Ellen Chambers

**RESOURCES:** Kali Bernst, Anika Guthrie, Anthony Jeethan, Jane Lower, Tanya Moses, Sherri-Lynne Pharand, Director of Education, Jasmine Sgambelluri

**GUESTS:** Eryn Genno, Student Representative

**ABSENT WITH REGRETS:** Myra Bannon, Kathy Beardy, Kristy Boucher, Sheri Boucher, Shelby Ch'ng, Emily Drake, Indigenous Student Trustee, Serena Essex, Dinah Jung, Akansha Kaur, Anna Fern Kakegamic, Michelle Kakegamic, Miranda Lesperance, Elder Gerry Martin, Dave Paddington, Brett Parres, , Trustee Trudy Tuchenhagen (Alternate), Indigenous Trustee Scottie Wemigwans

AGENDA ITEM	DISCUSSION	ACTION
1. Opening	Elder Sheila DeCorte opened the meeting.	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 Heather Harris welcomed everyone to the meeting and had all members introduce themselves.	Heather Harris

	AGENDA ITEM	DISCUSSION	ACTION
3.	Agenda and Minutes		
	3.1 Approval of Agenda - November 7, 2024	Moved by Trustee Pat Johansen and seconded by Elder Sheila DeCorte, that the agenda for the November 7, 2024 Miiniwewinan meeting be approved with the following amendment:  That Elder Sheila DeCorte open the meeting.  <b>Carried</b>	Heather Harris
	3.2 Approval of Minutes – September 26, 2024	Moved by Elder Sheila DeCorte and seconded by Trustee Pat Johansen, that the minutes for the September 26, 2024 Miiniwewinan meeting be approved as written.  <b>Carried</b>	Heather Harris
4.	Presentations		
	4.1 Miiniwewinan Meeting Norms	Co-chair Heather Harris shared suggested Miiniwewinan committee meeting norms put together to ensure the work of the committee is focused and moving forward cohesively. Feedback from the committee was requested.  All members' questions were addressed.	Heather Harris
	4.2 Strategic Plan Input	Co-chair Heather Harris split the committee into small groups to discuss questions from Maximum City Consulting requesting input from the committee regarding the Strategic Plan.  All members' questions were addressed.	Heather Harris
5.	Business Arising from the Minutes		
	5.1 13 Moons Feedback	Kali Bernst, Principal of Indigenous Education and Program shared feedback received about the 13 Moons resource and next steps.  All members' questions were addressed.	Kali Bernst



	5.2 Parent Involvement Event	Kali Bernst, Principal of Indigenous Education and Program shared possible plans for the Parent Involvement event at Kingfisher Outdoor Education Centre. Feedback from the committee was requested.  All members' questions were addressed	Kali Bernst
	5.3 Parent Involvement Committee Member	Co-chair Heather Harris asked the committee for a volunteer to sit on the Parent Involvement Committee as the Miiniwewinan Committee Representative.	Heather Harris
	5.4 Four Directions Update	Jane Lower, Superintendent of Education shared an update with the committee regarding the Four Directions program and the focus of grad coaches in the high schools at this time.  All members' questions were addressed.	Jane Lower
6.	New Business		
	6.1 Timing of Meeting	Co-chair Heather Harris asked for feedback regarding the timing of meetings and the possibility of evening meetings in the future.  All members' questions were addressed.	Heather Harris
	6.2 Terms of Reference for Miiniwewinan	Co-chair Heather Harris asked members to work in groups to help create Miiniwewinan terms of reference which is a requirement of every committee of the Board.	Heather Harris
7.	Ongoing Business		
	7.1 Anishnaabemowin Revitalization Update	Anika Guthrie, Anishnaabemowin Revitalization Coordinator shared different resources that have been purchased to help with language and literacy.  All members' questions were addressed.	Anika Guthrie
	7.2 Community Update	Tanya Moses, FNMI Partnership Coordinator, shared an update about activities she is involved in and initiatives she is working on.	Tanya Moses
8.	Information and Inquiries		
9.	Closing	Elder Melissa Roberts closed the meeting.	
10.	Next Meeting	Thursday, December 19, 2024	
11.	Adjournment	The meeting was adjourned at 12:07 p.m.	

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2025 Jan 14  
Report No. 012-25

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

RE: MIINIWEWINAN: INDIGENOUS EDUCATION ADVISORY TERMS AND CONDITIONS

1. Background

- 1.1 Miiniwewinan: Indigenous Education Advisory Committee was established as a committee of the board in 2004.
- 1.2 In 2014, the Ministry of Education released an implementation plan to support the Ontario First Nation, Métis, and Inuit Education Policy Framework. The implementation plan recommended that school boards continue to establish formalized processes such as First Nation, Métis, and Inuit Advisory Councils to support local implementation of the framework by developing relationships with their communities, sharing information, identifying promising practices, and enhancing collaborative work.

2. Situation

- 2.1 Miiniwewinan reviewed the mandate for the committee in November and December 2024 to create the following updated terms of reference:
  - supporting capacity-building, professional development and/or other related activities that value and integrate Indigenous ways of knowing and being;
  - expanding the awareness of effective programs for the educational needs of Indigenous students;
  - promoting and co-facilitating initiatives for all Indigenous students;
  - providing advice and guidance on initiatives including, but not limited to, student programs, First Nation, Métis, and Inuit studies, student retention and alternative education programs;
  - supporting and sustaining partnerships with First Nation, Métis, and Inuit communities and community-based agencies that support Indigenous students and their families;
  - responding to the Boards' requests for advice and recommendations on matters that the Board may direct to the committee;
  - advocating both provincially and locally for specific needs of Indigenous students, families and communities;
  - identifying opportunities and challenges in the community that impact education; and,
  - responding to other initiatives as they arise.

3. RECOMMENDATION

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

“That Lakehead District School Board approve the Terms and Conditions for Miiniwewinan: Indigenous Education Advisory Committee.”

Respectfully submitted,

HEATHER HARRIS

Co-Chair, Miiniwewinan: Indigenous Education Advisory Committee  
Superintendent of Education

SHERRI-LYNNE PHARAND

Director of Education