



**Office of the Director**

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

**REGULAR BOARD MEETING**  
**Tuesday, February 25, 2025**  
**Jim McCuaig Education Centre**

Sherri-Lynne Pharand  
Director of Education

Leah Vanderwey  
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	L. Vanderwey	Verbal
2. Disclosure of Conflict of Interest		
3. Approval of the Agenda		
4. Resolve into Committee of the Whole – Closed Session – N/A		
5. <b>COMMITTEE OF THE WHOLE – Closed Session – N/A</b>		
6. Report of Committee of the Whole – Closed Session – N/A		
7. Land Acknowledgement		Verbal
8. Delegations/ Presentations		
9. Approval of Minutes		
9.1 Regular Board Meeting - November 26, 2024	L. Vanderwey	1-7
9.2 Regular Board Meeting - January 28, 2025	L. Vanderwey	8-14
10. 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:**

### 11. Information Reports

11.1	Ontario Public School Boards' Association (OPSBA) Report	R. Sitch	Verbal
11.2	Indigenous Student Trustee – February Report	E. Genno	Handout
11.3	Student Trustee – January Report	M. De Franceschi	Handout
11.4	Updates from the Chair/Director	Leah Vanderwey/ S. Pharand	Verbal
11.5	New Teacher Induction Program - NTIP (027-25)	H. Harris	15-18

### 12. First Reports

## **MATTERS FOR DECISION:**

### 13. Postponed Reports

### 14. Recommendations from the Board Advisory Committee (026-25) D. LeBlanc 19-30

#### 14.1 Policy Review – 6070 Video Surveillance Policy (019-25) 20-21

*It is recommended that Lakehead District School Board approve 6070 Video Surveillance Policy, Appendix A to Report No. 019-25.*

#### 14.2 Policy Review – 2010 Policy Development and Review (023-25) 22-25

*It is recommended that Lakehead District School Board approve 2010 Policy Development and Review, Appendix A to Report No. 023-25.*

#### 14.3 Policy Review – 7080 Health and Safety (020-25) 26-28

*It is recommended that Lakehead District School Board approve 7080 Health and Safety Policy, Appendix A to Report No. 020-25.*

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

**LAKEHEAD DISTRICT SCHOOL BOARD**

*It is recommended that Lakehead District School Board:*

- 1. Approve the proposed 2025-2026 elementary school year calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 021-25.*
- 2. Approve the proposed 2025-2026 secondary school year calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 021-25.*

15. Ad Hoc and Special Committee Reports
16. New Reports
17. New Business
18. Notices of Motion
19. Information and Inquiries
20. Adjournment

Trustees (Chair and Vice-Chair) and presenters of reports will be available for comment after the Board Meeting.
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LAKEHEAD DISTRICT SCHOOL BOARD  
**MINUTES OF REGULAR BOARD MEETING**

2024 NOV 26  
7:30 P.M.

**TRUSTEES PRESENT:**

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

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

**TRUSTEE ABSENT, WITH REGRET:**

**SENIOR ADMINISTRATION:**

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

**PUBLIC SESSION:**

1. **Approval of Agenda**

Moved by Trustee Saarinen

Seconded by Trustee Johansen

*"THAT the Agenda for Regular Board Meeting, November 26, 2024 be approved."*

**CARRIED**

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Sitch

Seconded by Trustee LeBlanc

*“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 – October 22, 2024*
- *Finance 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:

3. Committee of the Whole – Closed Session

PUBLIC SESSION:

4. Report of Committee of the Whole

Moved by Trustee Johansen

Seconded by Trustee Saarinen

*“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, October 22, 2024.’*
2. *‘THAT Lakehead District School Board approve participation by the Board, and/or its staff, in the Mass Tort (litigation) against Social Media Companies.’*

CARRIED

2. Land Acknowledgement

Trustee Oikonen read the Land Acknowledgement.

3. Trustee Character Award

Trustee Tuchenhausen, on behalf of the Board, presented Ms. Ryne Veldhoen, Volunteer and retired teacher, Nor’Wester View Public School, with the Trustees’ Character Award. Ms. Ryne was recognized for her dedication, kindness and generosity that has impacted so many of Lakehead Public School’s (LPS) students and staff alike.

4. Algonquin Avenue Public School – Experiential and Indigenous Education Focus at Algonquin Avenue Public School

Michelle Probizanski, Superintendent of Education, introduced Eilidh Childs and Kari McKeown, Teachers, Algonquin Avenue Public School, who presented information on Experiential Learning and Indigenous Education at the school. All trustees' questions were addressed.

5. Approval of Minutes

Moved by Trustee Tuchenhausen

Seconded by Trustee LeBlanc

*“THAT Lakehead District School Board approve the Minutes of Regular Board Meeting -October 22, 2024”*

CARRIED

6. Business Arising from the Minutes

MATTERS NOT REQUIRING A DECISION:

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

Trustee Sitch advised that there is nothing currently to report and the next OPSBA Directors meeting is this weekend.

8. Student Trustee Report (Handout)

Morgann De Franceschi, Student Trustee presented her November report to the Board. Items addressed in the report included: a brief summary of the Ontario Student Trustee Association (OSTA-AECO) conference that she attended with Indigenous Student Trustee Drake, planning for the upcoming virtual Reach Ahead program question and answer session, and preparing for the Indigenous Student Trustee interviews. All trustees' questions were addressed.

9. Indigenous Student Trustee Report (Handout)

Emily Drake, Indigenous Student Trustee, presented her November report to the Board. Items addressed in the report included: a brief summary of the Ontario Student Trustee Association (OSTA-AECO) conference that she attended with Student Trustee De Franceschi, the first Indigenous Leadership Council meeting that she led at Superior Collegiate and Vocational Institute, her plans to introduce a Truth and Reconciliation Committee for students, and current concerns from students. Indigenous Student Trustee Drake informed the Board of her plans to attend Hammarskjöld High School to speak with students regarding the upcoming interviews for Indigenous Student Trustee. All trustees' questions were addressed.

10. Updates from the Chair/ Director

Sherri-Lynne Pharand, Director of Education, informed the Board of the following:

- the undefeated city champions from Westgate Collegiate and Vocational Institute's Sr. Football team, attended the Northern Bowl;
- Hammar skjold High School's Sr. Girls Basketball team attended OFSAA, competing at the AA level for the first time provincially and were successful in achieving first place;
- last week was Bullying Awareness and Prevention Week. Lakehead Public Schools (LPS) held many activities throughout the week for students. Superintendent Probizanski offered small grants to each school that wanted to organize special events. The following are a couple highlights: Gorham and Ware Community School invited Roseneath Theater to their school, Ogden Community Public School along with McKellar Park Central Public School attended the production, and Nor'wester View Public School created anti-bullying pledges;
- Special Education Advisory Committee (SEAC) offered a presentation for parents/ guardians and caregivers of students last week, speaker Kate Swenson, a mother of an autistic child, presented at the event held at Superior Collegiate and Vocational Institute;
- Grade 3 students from across the city participated in the Grade 3 Sing-Along with the Symphony held last weekend at the Thunder Bay Community Auditorium;
- an Artist/Craft show held at the Valhalla Hotel and Conference Centre, in which two schools from LPS had student artists participate by selling their art;
- this past week was the launch of the Suicide Prevention and Intervention Protocol Desk Reference Guide for principals, along with the training that goes along with the protocol. Principals and vice principals have also had the Behaviour Management System Training on how to respond and de-escalate behavioural incidents that occur in the schools;
- Grade 10 Civics class from Hammar skjold High School travelled to the Ontario Legislature at Queens Park. Westgate Collegiate and Vocational Institute and Superior Collegiate and Vocational Institute will attend next. The visit was funded by a grant from the Ministry of Education;
- Lakehead Public Schools had a Professional Activity day on November 15, 2024, the elementary schools focused on Math Professional Learning Communities in the morning sessions and Literacy in the afternoon sessions. There were separate sessions on French as a Second Language, Native Language, Instrumental Music, Culinary, etc.; and
- Math Night is coming up November 27, 2024 evening.

11. Bright Beginnings Kindergarten Readiness Program (114-24)

Michelle Probizanski, Superintendent of Education, introduced Jolene Wilhelm, Early Years Resource and Support Teacher, who presented the report. All trustees' questions were addressed.

12. Lakehead Public Schools International Education (117-24)

Jane Lower, Superintendent of Education, introduced Jon-David Dowdell, International Student Coordinator, who presented the report along with two LPS international students, Sebastian and Mariana. All trustees' questions were addressed.

13. 2024-2025 Capital Plan (116-24)

Kirsti Alaksa, Superintendent of Business, introduced Mark Hakala, Capital Project Coordinator and Don Porter, Manager of Property Services, who presented the report. All trustees' questions were addressed.

14. Minutes of the Parent Involvement Committee – September 9, 2024

Sherri-Lynne Pharand, Director of Education, presented the minutes from the September 9, 2024 Parent Involvement Committee Meeting. There were no questions from trustees.

15. Miiniwewinan: Indigenous Education Advisory Committee Minutes – June 13, 2024 and September 26, 2024

Heather Harris, Superintendent of Education, presented the minutes from the June 13, 2024 and September 26, 2024 meetings. There were no questions from trustees.

**Matters For Decision**

16. By-Law No. 125 – 2025 Tax Levy (115-24)

Moved by Trustee Oikonen

Seconded by Trustee Wemigwans

*“THAT Lakehead District School Board approve By-Law No.125 – 2025 Tax Levy (Appendix A) authorizing the 2025 tax levy at the prescribed rates set by Ontario Regulation 400/98 as amended, as outlined in Report No. 115-24.”*

**CARRIED**

17. Recommendations from the Board Advisory Committee (121-24)

Policy Review – 8015 Display of Flags (108-24)

Moved by Trustee LeBlanc

Seconded by Trustee Johansen

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

**CARRIED**

18. Recommendations from the Board Advisory Committee (121-24)

Policy Review – 4005 English Language Learners' (111-24)

Moved by Trustee LeBlanc

Seconded by Trustee Tuchenhausen

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

**CARRIED**



19. Recommendations from the Board Advisory Committee (121-24)

Policy Review – 6065 Prevalent Medical Conditions (113-24)

Moved by Trustee LeBlanc

Seconded by Trustee Sitch

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

CARRIED

20. Trustee Code of Conduct Report (122-24)

Moved by Trustee Wemigwans

Seconded by Trustee Sitch

*“THAT Lakehead District School Board strike a Trustee Code of Conduct Ad Hoc Committee comprised of Trustees, Tuchenhagen, Chambers, Johansen and Vanderwey, and report its progress back to the Board no later than February, 2025.”*

CARRIED

21. Ad Hoc and Special Committee Reports

22. New Reports

23. New Business

24. Notices of Motion

25. Information and Inquiries

25.1 Chair Chambers informed the Board of the following events that were attended by LDSB trustees and senior administrators:

- November 13, 2024 – Hammar skjold High School’s Student Achievement Night;
- November 14, 2024 – Westgate Collegiate and Vocational Institute’s Student Achievement Night;
- November 19, 2024 – Superior Collegiate and Vocational Institute’s Student Achievement Night; and
- November 20, 2024 – SEAC in partnership with Autism Northwest held a keynote speaker event at Superior CVI (Speaker - Kate Swenson).

25.2 Vice Chair LeBlanc informed the Board that she attended the OPSBA and CSBA Webinar on Federal Political Climate discussion today. It was suggested that School Boards consider the following two important points approaching the upcoming elections:

- if boards want to keep programs that may be pulled, make an argument on how the programs are working and make sure the government knows that parents are demanding that programming; and
- Boards should encourage the current government to put in place support for food programs before the election occurs, as the newly elected government may not support food programs moving forward.

25.3 Trustee Wemigwans informed the Board that he attended a presentation at the local Hotel Association meeting with General Managers from the area's hotels. The presentation was put on by Roger Drcar, Ontario Youth Apprenticeship Program Coordinator/ Specialist High Skills Major Lead, and a group of Cooperative Education (Co-op) students. The presentation highlighted the LPS Co-op programs and what skills students may have to offer to local hotel businesses.

26. Adjournment

Moved by Trustee Johansen

Seconded by Trustee Sitch

*"THAT we do now adjourn at 9:55 p.m."*

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF REGULAR BOARD MEETING**

Board Room/Microsoft Teams  
Jim McCuaig Education Centre

2025 JAN 28  
7:30 P.M.

**TRUSTEES PRESENT:**

Leah Vanderwey (Chair)  
Donica LeBlanc (Vice Chair)  
Pat Johansen (virtual)  
Scottie Wemigwans (Indigenous Trustee)  
Emily Drake (Indigenous Student Trustee)  
Morgann De Franceschi (Student Trustee)

Ron Oikonen (virtual)  
Ryan Sitch  
George Saarinen (virtual)  
Trudy Tuchenhausen (virtual)

**ABSENT WITH REGRET:**

Ellen Chambers

**SENIOR ADMINISTRATION:**

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

**PUBLIC SESSION:**

1. **Approval of Agenda**

Moved by Trustee LeBlanc

Seconded by Trustee Saarinen

*"THAT the Agenda for Regular Board Meeting, January 28, 2025 be approved."*

**CARRIED**

PUBLIC SESSION:

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Wemigwans

Seconded by Trustee Saarinen

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

*Legal Matter*

*Recommendations from the Board Advisory Committee (016-25)*

*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

PUBLIC SESSION

4. Report of Committee of the Whole

Moved by Trustee LeBlanc

Seconded by Trustee Wemigwans

*“THAT all items of Regular Board – Committee of the Whole – Closed Session were delt with in their entirety and shall remain in closed session.”*

CARRIED

5. Land Acknowledgement

Trustee Saarinen read the Land Acknowledgement.

6. Trustee Recognition Award

Trustee LeBlanc, on behalf of the Board, presented the Hammarskjold Sr Girls Basketball Team with a Trustees’ Recognition Award. The team was presented the award for their undefeated season, that turned out to be historic not just for the team or their school, but the entire city of Thunder Bay as they became the first team in any sport from Thunder Bay, boys or girls, to win gold at the Ontario Federation of School Athletic Association’s AA championship in November.

7. Declaration of 2025-2026 Indigenous Student Trustee

Outgoing Indigenous Student Trustee Drake introduced newly appointed Indigenous Student Trustee Genno to read her declaration. Chair Vanderwey thanked outgoing Indigenous Student Trustee Drake for her terms of service with Lakehead District School Board.

8. Approval of Minutes

Moved by Trustee LeBlanc

Seconded by Trustee Saarinen

*“THAT Lakehead District School Board approve the Minutes of Annual Board Meeting, December 3, 2024.”*

CARRIED

9. Approval of Minutes

Moved by Trustee Sitch

Seconded by Trustee Wemigwans

*“THAT Lakehead District School Board approve the Minutes of Regular Board Meeting, December 17, 2024.”*

CARRIED

10. Business Arising from the Minutes

MATTERS NOT REQUIRING A DECISION:

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

Trustee Sitch updated the Board that along with himself, Trustees Johansen, Saarinen, LeBlanc, Vanderwey, and Chambers attended the OPSBA Public Education Symposium and the Regional Meetings on January 24-25. Some of the topics discussed at the Regional meeting included;

- standard updates;
- discussion of the ongoing transportation concerns across the region;
- new upcoming National Food Program and how the funding for it will roll out;
- planning and exploring options on how to align the administration of boards; and
- a request from Moose Cree community for a letter of support on behalf of their community and school authority for their request for funding to support the school's staff and students while they navigate an investigation into locating suspected graves on the school's property. It was agreed by members present that a request be submitted to draft a letter of support for their community.

12. Student Trustee January Report

Morgann De Franceschi, Student Trustee, presented her January report to the Board. Items addressed in the report included;

- conducting Indigenous student trustee interviews with Indigenous Student Trustee Drake in December;
- participating in the Grade 8 Reach Ahead virtual class with Trustee Saarinen and Indigenous Student Trustee Drake; and
- attending the Lakehead Public Schools(LPS) Kindergarten night.

All trustees' questions were addressed.

13. Indigenous Student Trustee January Report

Emily Drake, Indigenous Student Trustee, presented her January report to the Board. Items addressed in the report included;

- attending a Grade 8 Reach Ahead class with Trustee Saarinen and Student Trustee De Franceschi;
- participating in the Lakehead District School Board's Indigenous Cultural Safety conference on January 10; and
- plans to attend the Feathers of Hope Conference on January 24, 2025.

All trustees' questions were addressed.

14. Updates from the Chair/Director

Sherri-Lynne Pharand, Director of Education, updated the Board on the following items;

- elementary report cards are going home to parents next Friday and parent teacher interviews will take place on February 13;
- secondary schools are in the middle of exams with report cards going home in the middle of the month;
- thank you to all the schools who hosted Family Literacy Day events;
- special thank you to the Thunder Bay North Stars who hosted a sensory friendly hockey game;
- the Northern Fruit and Vegetable program in partnership with the Thunder Bay District Health Unit, is in full swing providing fresh fruit and vegetables to the elementary student of LPS;
- this week the Jr and Intermediate Basketball tournaments are being hosted at the secondary schools;
- Chef Allan Rebelo has been hired at Westgate Collegiate and Vocational Institute with the plan to ultimately have students be the providers of the cafeteria program;
- Indigenous Cultural Safety conference is on January 10;
- Equity and Professional Standards training has started for all Lakehead District School Board staff;
- Math professional development for Grades 4 and 5 teachers.
- LPS had 100 % success rate of the Grade 8 Reach Ahead credit on the north side of the city with 28 students earned a family studies credit in semester one;
- the Reach Ahead program will run on the south side of the city for semester two with an invitation to our First Nations partners to participate, including Fort Hope if they are able;
- Superior Collegiate and Vocational Institute hosted a lunch with our industrial partners and students to present information on apprenticeship opportunities and career pathways as well as provide feedback on the students work;
- upcoming open houses for Grade 8 registration into High School in the next month;
- the annual capital planning team meetings have started for the 2025-2026 school year with all sites and principals;
- the Accessibility Planning Committee will provide trustees with an updated five-year plan for the Board in the spring; and
- the Chief Executive Officer/Chief Financial Officer conference was attended and many of the topics of discussion was on the use of Artificial Intelligence (AI) and LPS looks forward to rolling out appropriate and co-pilot use of AI in our system.

15. Professional Standards Report (014-25)

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

16. Early Learning Report (018-25)

Heather Harris, Superintendent of Education, presented the report. All trustees' questions were addressed.

17. Information and Technology Report (011-25)

Kirsti Alaksa, Superintendent of Business, introduced Will Fredrickson, Information Technology (IT) Committee, John Loovere, Supervisor Computer Services, Michael Colistro, Cyber Security and IT Project Supervisor, who presented the report. All trustees' questions were addressed.

MATTERS FOR DECISION

18. Recommendations from the Board Advisory Committee (015-25)

18.1 Input Submission to The Ministry of Finance – Re: Ontario Budget

Moved by Trustee LeBlanc

Seconded by Trustee Wemigwans

*“THAT Lakehead District School Board authorize administration to submit, on behalf of the Board of Trustees, input to the 2025 Ontario Budget through the Budget consultation submission portal with requested changes.”*

CARRIED

18.2 Miiniwewinan: Indigenous Education Advisory Committee Terms And Conditions (012-25)

Moved by Trustee LeBlanc

Seconded by Trustee Sitch

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

CARRIED

19. Ad Hoc and Special Committee Reports

19.1 Request for Approval of Special Education Advisory Committee Letter

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhagen

*“THAT Lakehead District School Board approve the request from the Special Education Advisory Committee Chair to be permitted to add her signature of endorsement to the letter written by the SEAC Chair of Ottawa Catholic School Board, SEAC to the Ministry of Education regarding inadequate special education funding & educational assistant shortage in Ontario, as outlined in Report No. 013-25.”*

CARRIED

19.2 Special Education Advisory Committee (SEAC) Request for Approval of Correspondence

Moved by Trustee Sitch

Seconded by Trustee Tuchenhagen

*“THAT Lakehead District School Board approve the request from the Special Education Advisory Committee (SEAC) to send correspondence of support to the Minister of Education, as outlined in Report No. 017-25.”*

CARRIED

20. New Reports

21. New Business

22. Notices of Motion

23. Information and Inquiries

23.1 The following events attended by trustees:

- January 22, 2025 – Thunder Bay North Stars Sensory friendly hockey Game;
- January 24-25, 2025 – OPSBA Public Education Symposium; and
- January 27, 2025 – Family Literacy Day at Vance Chapman Public School and Woodcrest Public School.



24. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee LeBlanc

*"THAT we do now adjourn at 9:03 p.m."*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2025 FEB 25  
Report No. 027-25

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

RE: NEW TEACHER INDUCTION PROGRAM - NTIP

1. Background

- 1.1 The New Teacher Induction Program (NTIP) has been designed to support the growth and professional development of new teachers for up to two years. It is the second job-embedded step along a continuum of professional learning for new teachers, building on and complementing the first step: initial teacher education programs. It also provides school boards and administration with the strategies as well as the funding required to support new teachers as they develop the requisite skills and knowledge that will enable them to achieve success as experienced teachers in Ontario.
- 1.2 New teachers are defined as all teachers certified by the Ontario College of Teachers who have been hired into permanent positions, full-time or part-time, by a school board to begin teaching for the first time in Ontario. Teachers are considered “new” until they successfully complete two Teacher Performance Appraisals (TPAs) within the first 12 months.
- 1.3 Upon successful completion of NTIP, the Ontario College of Teachers places a notation on the teacher’s Certificate of Qualification and Registration. This provides public assurance that the teacher has demonstrated successful teaching in an Ontario publicly funded school board.

2. Situation

- 2.1 All teachers new to publicly funded schools in Ontario are required to participate in the NTIP. All publicly funded boards are required to offer three elements of the program to new teachers, which are as follows:
  - orientation for all new teachers to the school and school board;
  - professional learning relevant to the individual needs of new teachers; and
  - mentoring for new teachers by experienced teachers.
- 2.2 Boards now include beginning long-term occasional (LTO) teachers in the induction elements of NTIP. Aligning NTIP supports to evaluation thresholds is important to the success of new teachers. For example: elementary long-term occasional and occasional teachers have been invited to voluntary after school sessions to support core instructional practices.

- 2.3 Professional development in areas such as literacy and numeracy, effective assessment practices, special education, Indigenous education, classroom management, communication with parents, strategies for effective teaching in itinerant subjects, technology in the classroom and other activities aligned with current board and ministry initiatives are key priorities.
  - 2.4 Presently at Lakehead District School Board, there are 26 new elementary and 26 secondary permanent teachers participating in NTIP, and an additional 36 long-term occasional and occasional elementary teachers participating in voluntary after school sessions.
3. Key Actions
- 3.1 New Teacher Orientation

Orientation procedures for new teachers have been prepared for both the school and system levels.

    - 3.1.1 School-level orientation includes the use of an Individual NTIP Strategy Form which has been developed for principals/vice principals. Staff meetings and Professional Learning Community meetings provide additional orientation for the new teacher about the strengths, needs and priorities that are specific to the school community.
    - 3.1.2 System-level orientation delivered by Program staff includes professional development, collaborative planning, building strong core instruction and assessment practices and navigating the NTIP program.
  - 3.2 Mentoring
    - 3.2.1 In the secondary panel an experienced teacher provides on-going support to enable the new teacher to improve his or her skills and confidence through participation in an effective professional, confidential relationship. The mentor acts as a role model, coach, and advisor to the new teacher, sharing their experience and knowledge about effective teaching practices to promote student success on an ongoing basis. Release time is provided for new teachers and their mentors to meet during the school year.
    - 3.2.2 In the elementary panel, collaborative learning pods have been created to support a more fulsome mentorship experience for new teachers. The teachers are grouped into divisional level teams that will work alongside multiple system staff (Math and Literacy Coach and Intervention teachers, Special Education leads, and First Nations, Métis and Inuit Resource Coordinator). These system educators will work alongside these pods to guide, support and work at the elbow through planning, assessment and setting up a thriving learning environment.

### 3.3 Professional Development and Training

The NTIP has been designed to support the growth and professional development of teachers. As such, professional development is provided that meets the specific needs of new teachers.

3.3.1 The NTIP team recognizes the need to differentiate professional development opportunities for new teachers, considering the teacher's previous experience, current teaching assignment, and individual needs.

3.3.2 Professional development opportunities include literacy and numeracy strategies and resources, assessment and evaluation, Indigenous Education, Special Education, and strategies for teaching itinerant subjects (i.e., music).

3.3.3 All new teachers are part of a Microsoft Team, which provides an excellent forum for professional discussions as it pertains to teaching/learning for both students and teachers.

3.3.4 New teachers are invited to participate in system-level professional development workshops that are offered throughout the year.

### 3.4 Teacher Performance Appraisal (TPA)

While the teacher is in their first year of the NTIP, two teacher performance appraisals are required. If, during the first year, a principal determines the teacher needs development, that teacher would continue in the NTIP for another 12-month period. Once teachers have completed the NTIP successfully, the Ontario College of Teachers is notified so that this information may be recorded on the teaching certificate.

### 3.5 Sustainability

A long-range plan for the yearly implementation of the NTIP has been developed and will continue to be responsive to the needs of the NTIP cohort.

## 4. Next Steps

Continue to offer mentoring and professional development opportunities that support new teachers in the areas of:

- Literacy and Numeracy;
- Special Education;
- Indigenous Education; and
- System- and school-level initiatives.

5. Conclusion

Lakehead District School Board is committed to providing support for new teachers. The New Teacher Induction Program ensures new teachers receive effective supports to develop their instructional and classroom practices to promote success for all students.

Respectfully submitted,

KALI BERNST

Principal of Indigenous Education and Program

KATHLEEN ANDREWS

Student Success Lead

HEATHER HARRIS

Superintendent of Education

SHERRI-LYNNE PHARAND

Director of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2025 FEB 25  
Report No. 026-25

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 February 11, 2025, and have been referred to the Board for approval. The recommendations are as follows:

**POLICY REVIEW – 6070 VIDEO SURVEILLANCE POLICY (019-25)**

*That Lakehead District School Board approve 6070 Video Surveillance Policy, Appendix A to Report No. 019-25.*

**POLICY REVIEW – 2010 POLICY DEVELOPMENT AND REVIEW (023-25)**

*That Lakehead District School Board approve 2010 Policy Development and Review, Appendix A to Report No. 023-25.*

**POLICY REVIEW – 7080 HEALTH AND SAFETY (020-25)**

*That Lakehead District School Board approve 7080 Health and Safety Policy, Appendix A to Report No. 020-25.*

**SCHOOL YEAR CALENDAR 2025-2026 (021-25)**

*That Lakehead District School Board:*

1. *Approve the proposed 2025-2026 elementary school year calendar, including the opening and closing dates and professional activity days, as described in Appendix A of Report No. 021-25.*
2. *Approve the proposed 2025-2026 secondary school year calendar, including the opening and closing dates, professional activity days and examination days, as described in Appendix B of Report No. 021-25.*

Respectfully submitted,

DONICA LEBLANC  
Chair  
Board Advisory Committee

<b>STUDENT SERVICES</b>	<b>6000</b>
<b>VIDEO SURVEILLANCE POLICY</b>	<b>6070</b>

1. Rationale

Lakehead District School Board (LDSB) is responsible for the safety and security of students, staff, visitors and the protection of Board property.

2. Policy

It is the policy of LDSB to utilize video surveillance on school board property to ensure the safety of students and staff, as a deterrent to negative behaviour (i.e., theft or vandalism), and to monitor unauthorized individuals on board property.

3. Guiding Principles

- 3.1 The promotion of a safe and secure learning environment is in the best interest of students, staff and the general public.
- 3.2 The utilization of video surveillance systems is as a complement, not to replace other means to create a safe and secure learning environment.
- 3.3 Cameras will not monitor areas where students and staff have an expectation of privacy, such as change rooms and washrooms.
- 3.4 Cameras will only be used for intended purposes.
- 3.5 Lakehead District School Board shall maintain control of and responsibility for the video surveillance system at all times.

<b>STUDENT SERVICES</b>	<b>6000</b>
<b>VIDEO SURVEILLANCE POLICY</b>	<b>6070</b>

4. Review

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

<u><b>Cross Reference</b></u>	<u><b>Date Approved</b></u>	<u><b>Legal Reference</b></u>
	February 22, 2005	Education Act, R.S.O, 1990, C.E.2
	<u><b>Date Revised</b></u>	Safe Schools Act, 2000
	January 21, 2012	Guideline for Video Surveillance and Cameras in Schools
	February 28, 2017	(Ontario Information and Privacy Commissioner, 2003)
	February 25, 2025	



<b>PROCESS FOR POLICY DEVELOPMENT</b>	<b>2000</b>
<b>POLICY DEVELOPMENT AND REVIEW POLICY</b>	<b>2010</b>

1. Rationale

Carefully developed and well-constituted policy statements provide a framework for decision-making for the effective operation of the system. Effective policies ensure decisions reflect the responsibility to promote student achievement and well-being, to ensure effective stewardship of the Board's resources and to deliver effective and appropriate education programs to pupils.

It is the intent of this policy to set out a process of policy development/review which will provide for thoroughness and consistency in approach, formulation, and format. It must be recognized, however, that public policy is highly complex, and the process of policy development must allow for flexibility in recognizing the variables of any situation and relevance to the changing environment.

2. The Policy

It is the policy of Lakehead District School Board that policy will be developed/reviewed in accordance with the 2010 Policy Development and Review Policy.

3. Definitions

3.1 Policy: A set of organizational statements, values and perspectives, adopted by Lakehead District School Board, to direct a course of action.

3.2 Procedure: Supporting documentation that prescribes specific courses of action necessary to support Lakehead District School Board policies.

3.3 Practice: Recommended actions that guide the handling of routine situations.

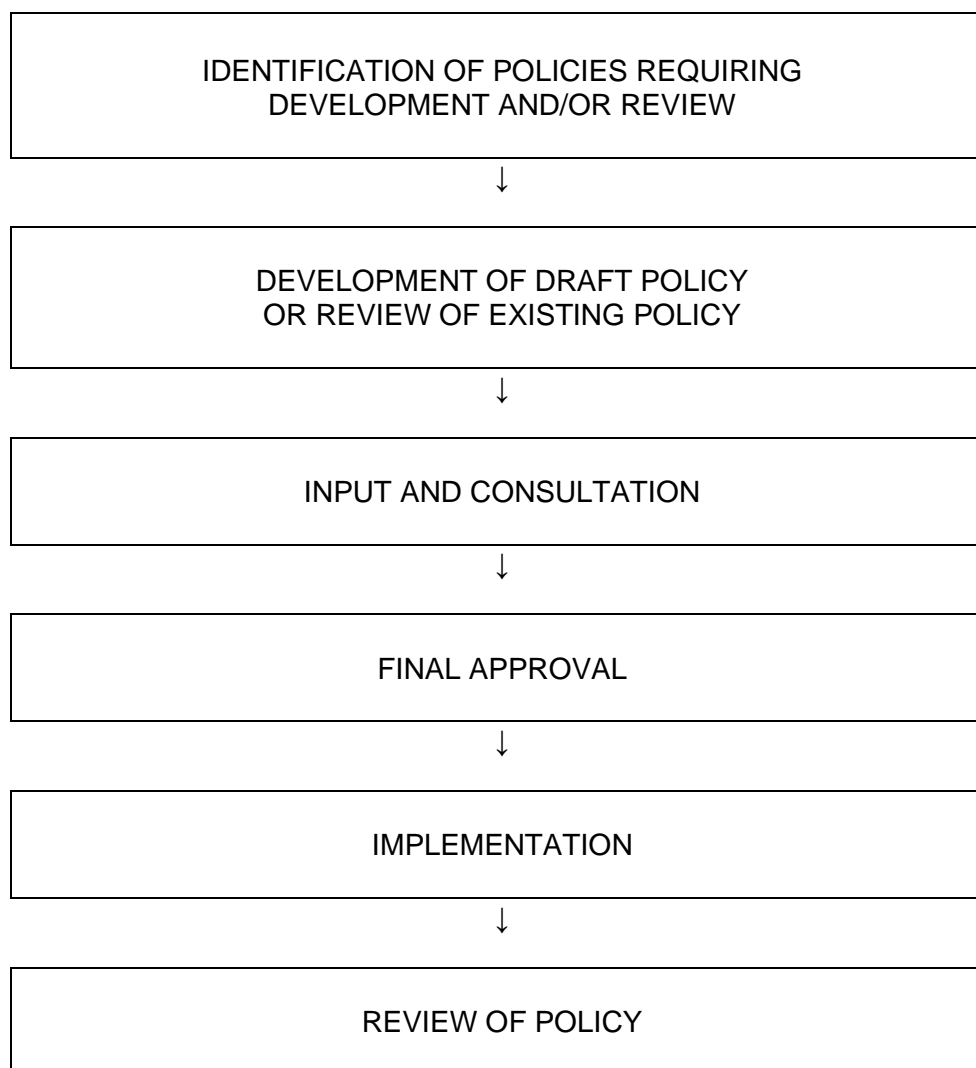
3.4 Constituent(s): Groups or individuals including but not limited to committees of the Board, employee groups and public.

3.5 Consultation: The act of consulting or conferring; deliberation of two or more persons on some matter, with a view to a decision.

<b>PROCESS FOR POLICY DEVELOPMENT</b>	<b>2000</b>
<b>POLICY DEVELOPMENT AND REVIEW POLICY</b>	<b>2010</b>

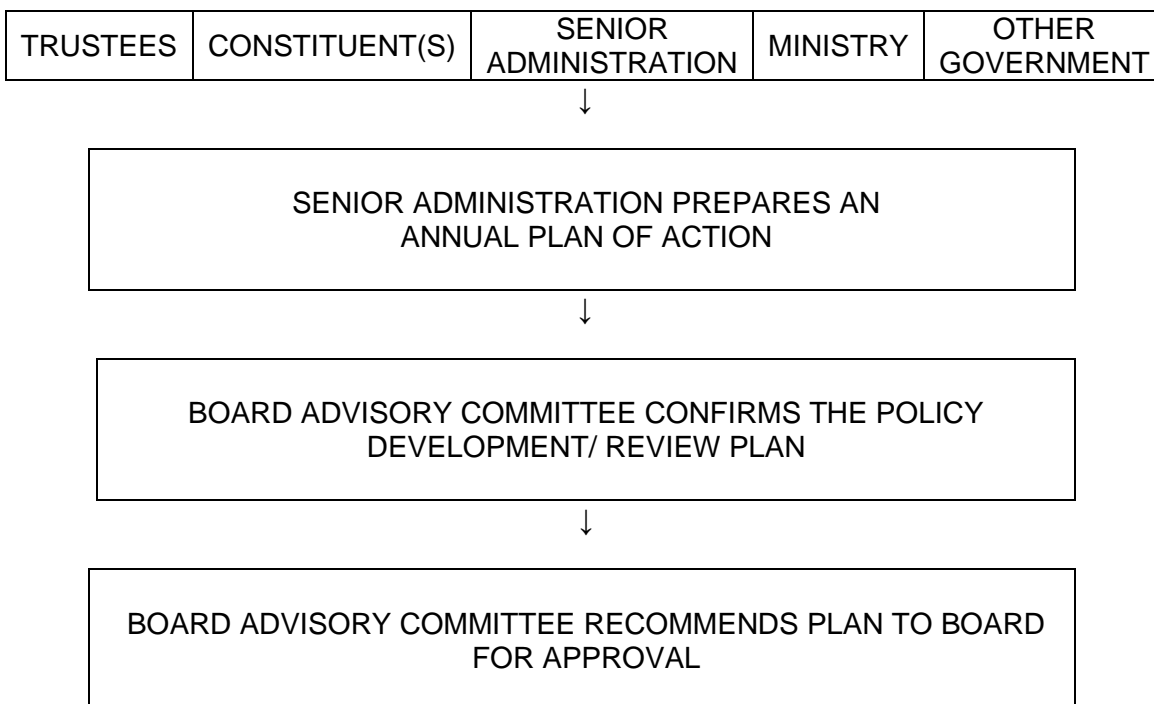
4. The Model for Policy Development

The diagram illustrates the major phases of the model.



<b>PROCESS FOR POLICY DEVELOPMENT</b>	<b>2000</b>
<b>POLICY DEVELOPMENT AND REVIEW POLICY</b>	<b>2010</b>

5. Identification of Policies Requiring Development and/or Review



- 5.1 The identification of the need for development of a Board policy, or the review or revision of an existing Board policy, may be initiated by the following groups by contacting the director of education/secretary to the Board:
- trustee(s);
  - constituent(s);
  - senior administration;
  - Ministry of Education; and
  - other Governments (Federal, Provincial, Municipal).
- 5.2 All policy initiation requests are received through the director of education/secretary to the Board.
- 5.3 Senior administration prepares an annual plan of action that outlines the process for managing policies for development and for review.
- 5.4 The-Board Advisory Committee considers policies annually for development or review.
- 5.5 The Board Advisory Committee will recommend all policies to be reviewed or developed to the Board for approval.

<b>PROCESS FOR POLICY DEVELOPMENT</b>	<b>2000</b>
<b>POLICY DEVELOPMENT AND REVIEW POLICY</b>	<b>2010</b>

6. Extenuating Circumstance Clause

Notwithstanding the provisions of this policy, where circumstances arise which, in the opinion of the Board, require immediate action in the best interest of the overall management of the school system, the Board may, with the support of the majority of trustees, alter the details of the policy.

7. Review

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

<u><b>Cross Reference</b></u>	<u><b>Date Approved</b></u>	<u><b>Legal Reference</b></u>
	June 11, 1997	
	<u><b>Date Revised</b></u>	
	November 27, 2007	
	May 24, 2011	
	May 22, 2018	
	February 25, 2025	

<b>PERSONNEL AND EMPLOYEE RELATIONS</b>	<b>7000</b>
<b>HEALTH AND SAFETY POLICY</b>	<b>7080</b>

1. Rationale

Lakehead District School Board (LDSB) is committed to providing and maintaining a safe, healthy working environment for its employees and all others under Board direction.

It is the responsibility of all employees and non-Board personnel to ensure that they comply with the provisions of the Occupational Health and Safety Act (OHSA) R.S.O. 1990 and Regulations, and all Board policies, procedures and practices associated with Health and Safety.

2. Policy

2.1 It is the policy of LDSB to:

2.1.1 provide a safe and healthy environment for staff;

2.1.2 provide training necessary to meet or exceed standards of the OHSA and Regulations; and

2.1.3 eliminate or reduce injuries, accidents, illnesses, and near misses.

2.2 Lakehead District School Board will develop and maintain written health and safety practices which will conform to the best of current practices and meet or exceed standards as outlined under the OHSA and Regulations.

2.3 Health and safety concerns will take precedence over expedience.

2.4 Accident prevention is an operational responsibility, and it demands executive direction and control.

2.5 All employees and non-Board personnel must assume responsibility for accident prevention.

<b>PERSONNEL AND EMPLOYEE RELATIONS</b>	<b>7000</b>
<b>HEALTH AND SAFETY POLICY</b>	<b>7080</b>

3. Guidelines

- 3.1 In order to prevent injury or illness associated with the work environment, all employees of the Board shall:
- 3.1.1 comply with the current OHSA, Environmental Protection legislation, Safe Drinking Water Act and any other related codes and regulations;
  - 3.1.2 follow currently accepted safety standards and practices; and
  - 3.1.3 demonstrate by attitude and example that safety is an integral part of every function of the Board.
- 3.2 All employees, supervisors, managers, principals, superintendents, director of education, and trustees shall be responsible for adhering to the Health and Safety Policy and Procedures.
- 3.2.1 All employees are responsible to:
- follow safe work procedures;
  - know and comply with all Board safety practices;
  - report any injury or illness immediately to their supervisor;
  - identify and report immediately any potentially hazardous practices and conditions to their supervisor;
  - cooperate with joint health and safety committee initiatives; and
  - use and maintain personal protective equipment.
- 3.2.2 All supervisors, managers, superintendents, director of education, and trustees are responsible to:
- identify and report immediately any potentially hazardous practices and conditions;
  - promote safety awareness in workers;
  - ensure that all employees are trained in proper safety procedures, and are competent to perform their respective tasks;
  - ensure that employees work safely;
  - ensure that safe and healthy work conditions are maintained;
  - correct any potentially hazardous practices and conditions;
  - report and investigate all accidents or incidents;
  - evaluate health and safety performance of all staff;
  - motivate and support staff in their health and safety activities; and
  - ensure that employees are provided with personal protective equipment, as required.

<b>PERSONNEL AND EMPLOYEE RELATIONS</b>	<b>7000</b>
<b>HEALTH AND SAFETY POLICY</b>	<b>7080</b>

4. Review

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

<u><b>Cross Reference</b></u>	<u><b>Date Approved</b></u>	<u><b>Legal Reference</b></u>
Procedures 7080 "Health and Safety"	January 21, 1992	Occupational Health and Safety Act, RSO 1990
Procedures 7040 "Violence in the Workplace"	<u><b>Date Revised</b></u> June 24, 2003 April 26, 2011 April 25, 2017 February 25, 2025	Safe Drinking Water Act 2002
Procedures 7030 "Harassment and Human Rights"		Environmental Protection Act

## SEPTEMBER 2025

SUN	MON	TUE	WED	THU	FRI	SAT
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## OCTOBER 2025

SUN	MON	TUE	WED	THU	FRI	SAT
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## NOVEMBER 2025

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## DECEMBER 2025

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## JANUARY 2026

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## FEBRUARY 2026

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## MARCH 2026

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## APRIL 2026

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## MAY 2026

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## JUNE 2026

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**First Day of School for Students**  
Wednesday September 3, 2025

### Holidays & Breaks *(Schools Closed)*

**Labour Day** September 1, 2025  
**Thanksgiving Day** October 13, 2025  
**Family Day** February 16, 2026  
**Good Friday** April 3, 2026  
**Easter Monday** April 6, 2026  
**Victoria Day** May 18, 2026

**Winter Break**  
December 22, 2025 - January 2, 2026

**March Break**  
March 16 - 20, 2026

### Professional Activity Day (PA Day)

*(Students do not attend school)*  
 Tuesday September 2, 2025  
 Friday September 26, 2025  
 Friday November 14, 2025  
 Friday January 30, 2026  
 Friday February 27, 2026  
 Friday May 1, 2026  
 Friday June 12, 2026

**Final Day of School for Students**  
Friday June 26, 2026



## SEPTEMBER 2025

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## NOVEMBER 2025

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## MARCH 2026

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## APRIL 2026

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## MAY 2026

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## JUNE 2026

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 **First Day of School for Students**  
Wednesday September 3, 2025

 **Holidays & Breaks** *(Schools Closed)*

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*(Students do not attend school)*

Tuesday September 2, 2025  
Friday September 26, 2025  
Friday November 14, 2025  
Thursday January 29, 2026  
Friday February 27, 2026  
Friday May 1, 2026  
Friday June 26, 2026

 **Final Day of School for Students**  
Thursday June 25, 2026

 **Examination Periods**  
January 22 - 28, 2026  
June 19 - 25, 2026