

# KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

## REGULAR BOARD MEETING # 6

Tuesday, May 14, 2019  
Time: 7:00 p.m.  
Ignace School  
Ignace, Ontario

### Video & Teleconference Sites

Sioux North HS	109N
Dryden HS	115
Red Lake DHS	235
Kenora Education Centre	

## AGENDA

1. Call to Order
2. Roll Call
3. Approval of Agenda
4. Declaration of Conflict of Interest
5. Business Arising from Committee of the Whole
6. Confirmation of Minutes - April 9, 2019
7. Presentations/Delegations
8. Presentation of Reports and Accompanying Motions
  - Introduction of Guest Administration and Efficacy Representatives
- 8.01 Education
  - A. **Students Come First**
    - **Mental Health - Red Lake DHS – Jack Chapter**
    - Stephanie Meek, Student Counsellor
  - B. Student Trustee Update
  - C. Children's Mental Health Report – Candice Kerkermeier
  - D. Policy 318, Freedom of Information and Protection of Individual Privacy
    - Procedure 318, Privacy and Information Management **NEW**
- 8.02 Executive Committee
  - A. New Student Trustee 2019-2020 – Sioux North High School
  - B. 2019-2024 Strategic Plan Update
  - C. Trustee Travel - OPSBA AGM July 2019
- 8.03 O.P.S.B.A. Update
- 8.04 Parent Involvement Committee

*All stakeholders create a culture of learning so that students come first.*

- 8.05 Operations (nil)
- 8.06 Finance (nil)
- 8.07 Human Resources (nil)
- 8.08 Special Education Advisory Committee
- 8.09 Indigenous Education Advisory Committee (nil)
- 8.10 Early Years Advisory Committee
- 9. Other Motions
- 10. Correspondence
- 11. New Business
- 12. Observer Comments
- 13. Next Meeting Date – June 11, 2019  
Red Lake District High School  
Red Lake, Ontario
- 14. Adjournment

# KEEWATIN-PATRICIA DISTRICT SCHOOL BOARD

## REGULAR BOARD MEETING #5

The minutes of Regular Board Meeting of the Keewatin-Patricia District School Board held April 9, 2019 at the Kenora Education Centre, Kenora, Ontario

Call to Order	The meeting was called to order at 7:00 p.m.					
Roll Call	E. Bortlis (vc) D. Head (vc) M. Guitard	D. Cornish M. Duncalfe (KEC site) C. Marcino R. O'Donohue (vc)	R. Griffiths (tc) G. Kleist D. Delescaille (vc)			
Absent with Regret	B. Gauthier; J. Kitowski					
Officials	Sean Monteith, Richard Findlay, Caryl Hron, Joan Kantola, Tania Sterling, and visiting school administration.					
Also Present	Media, Staff and interested public.					
Agenda	Moved by: Seconded by:	D. Cornish G. Kleist				
Motion	103-19	THAT the agenda for Regular Board Meeting of April 9, 2019 be approved.				
		Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
		Binding	FOR 9	OPPOSED 0	CARRIED	
Conflict of Interest	Declaration of conflict of interest re proceedings on agenda				None	
Business Arising from Committee of the Whole	None					
Minutes	Moved by: Seconded by:	D. Cornish M. Duncalfe				
Motion	104-19	THAT the minutes of Regular Board Meeting held March 5, 2019 having been duly circulated be confirmed.				
		Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
		Binding	FOR 9	OPPOSED 0	CARRIED	
Minutes	Moved by: Seconded by:	D. Head D. Cornish				
Motion	105-19	THAT the minutes of Special Board Meeting held March 26, 2019 having been duly circulated be confirmed.				
		Non-binding (Student Trustee)	FOR 1	OPPOSED 0	CARRIED	
		Binding	FOR 9	OPPOSED 0	CARRIED	

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**Students Come First** Valleyview Entrepreneurship Program – Valleyview Public School (VVPS)  
Presenters: Principal, L. Achilles, Valleyview PS students and the LOWBIC Head Start in Business Coordinator, C. Parkhill;  
The Goal of the program is to create learning environments that expose students to entrepreneurship experiences. The creativity and experiences shared by the students through programs like “Be a Business Bee” (Kindergarten – Grade 2), “Create a Business Logo” (Grades 3-6), and “Kids Invent Program” (Grade 6), were shared with the Trustees. Components of the program are also available in French to support French Immersion students.

**Student Trustee Report** Moved by: E. Bortlis  
Seconded by: D. Cornish

**Motion 106-19** THAT the Student Trustee verbal update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

**Learning Technologies Strategic Plan Report** Moved by: M. Duncalfe  
Seconded by: D. Cornish

**Motion 107-19** THAT the Learning Technologies Strategic Plan Year-One Report be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

**2019-2024 Strategic Plan update** Moved by: D. Cornish  
Seconded by: M. Duncalfe

**Motion 108-19** THAT the 2019-2024 Strategic Plan Update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

**OPSBA verbal report** Moved by: M. Duncalfe  
Seconded by: D. Cornish

**Motion 109-19** THAT the OPSBA verbal update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

**OPSBA Advocacy Date update** Moved by: D. Cornish  
Seconded by: M. Duncalfe

**Motion 110-19** THAT the OPSBA Advocacy Date verbal report be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

**SparkRock Financial Software Update** Moved by: M. Duncalfe  
Seconded by: D. Cornish

**Motion 111-19** THAT the SparkRock Financial Software Transition Report be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

		Moved by:	D. Cornish						
		Seconded by:	M. Duncalfe						
<b>Motion</b>	<b>112-19</b>	THAT the verbal report on Policy 710, Attendance Support be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 710		Moved by:	D. Cornish						
		Seconded by:	M. Duncalfe						
<b>Motion</b>	<b>113-19</b>	THAT Policy 710, Attendance Support, be reaffirmed with the next review date in year 2023.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	M. Duncalfe						
		Seconded by:	D. Cornish						
<b>Motion</b>	<b>114-19</b>	THAT the verbal report on Policy 711, Workplace Violence, be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
Policy 711		Moved by:	M. Guitard						
		Seconded by:	G. Kleist						
<b>Motion</b>	<b>115-19</b>	THAT Policy 711, Workplace Violence, be reaffirmed and reviewed annually.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
SEAC		Moved by:	G. Kleist						
		Seconded by:	M. Guitard						
<b>Motion</b>	<b>116-19</b>	THAT the Special Education Advisory Committee verbal report be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
		Moved by:	M. Guitard						
		Seconded by:	G. Kleist						
<b>Motion</b>	<b>117-19</b>	THAT the Special Education Advisory Committee Membership Report be received.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		
SEAC appointment to committee		Moved by:	G. Kleist						
		Seconded by:	M. Guitard						
<b>Motion</b>	<b>118-19</b>	THAT the appointment of Ms. Pearl Alves, Member-at-Large in Upsala, to the Special Education Advisory Committee, be approved.							
		Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED		
		Binding	FOR	9	OPPOSED	0	CARRIED		

IEAC  
Moved by: M. Guitard  
Seconded by: G. Kleist

**Motion 119-19** THAT the Indigenous Education Advisory Committee verbal update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

EYAC  
Moved by: G. Kleist  
Seconded by: M. Guitard

**Motion 120-19** THAT the Early Years Advisory Committee verbal update be received.

Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

Adjournment  
Moved by: M. Guitard  
Seconded by: G. Kleist

**Motion 121-19** THAT the meeting adjourn at 9:10 p.m.

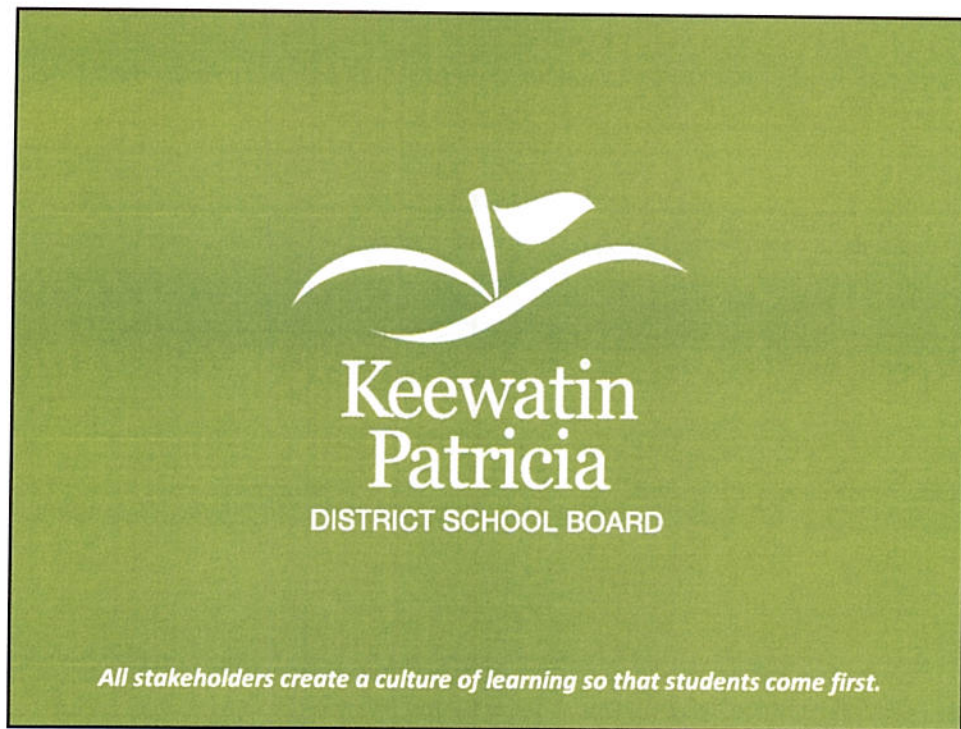
Non-binding (Student Trustee)	FOR	1	OPPOSED	0	CARRIED
Binding	FOR	9	OPPOSED	0	CARRIED

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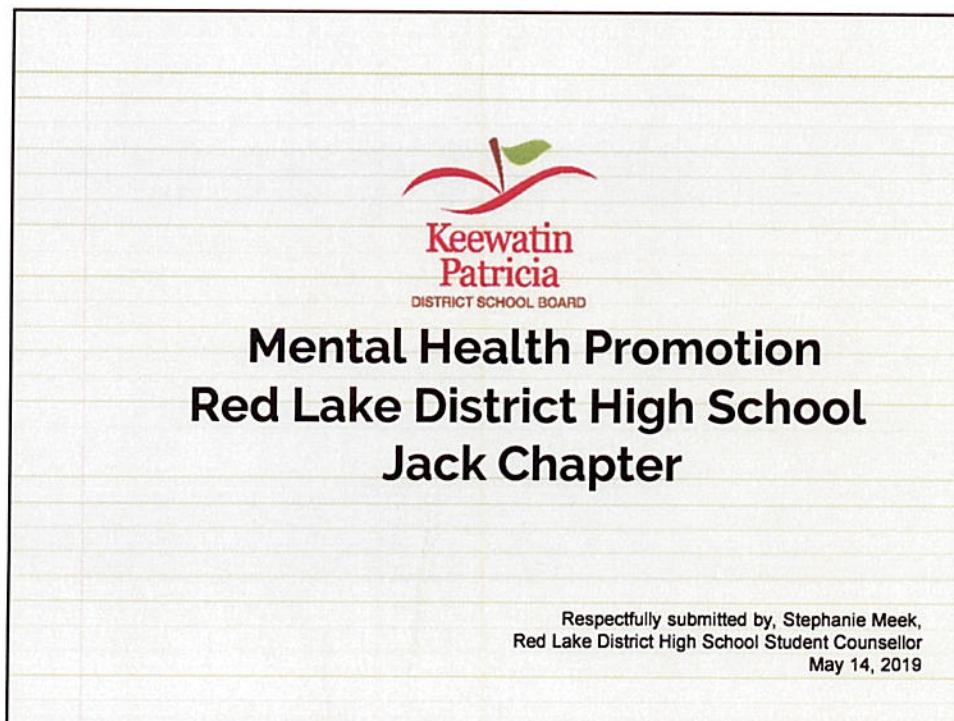
Chair

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Secretary





1



2

# Introduction



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# Mental Health



Our health lies on a spectrum.

Self-Care and Social Support

↓

Professional Help

↓

Healthy

Stressed

Struggling

Crisis





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## Eli's Story



Eli has struggled with mental illness for most of her life, a result of biology and environment. Relocation to Red Lake and living and learning with Jack Chapter has increased her confidence at school, home and in the workplace. It has only deepened her desire for avocation about mental health and having a shared language to talk about what affects all of us.

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## We all have mental health 5 in 5 Jack.org educational resources



**Mental health can vary for many reasons.**



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 Keewatin Patricia  
DISTRICT SCHOOL BOARD

## RLDHS Jack Chapter

PUMPKIN SMASHING @  
RLDHS!



Friday, November 2, 2018  
11:30am-12:30pm  
Front Parking lot

### SMASH THE STIGMA

De-stress by smashing a pumpkin and enjoying some hot apple cider with RLDHS Jack chapter & the Red Lake Lifesaver suicide prevention committee. Information will be provided on stigma reduction & mental health awareness.



# SMASH

## THE STIGMA


THE RLDHS STUDENTS WILL BE SMASHING PUMPKINS & LUNCH ON FRIDAY NOVEMBER 2, 2018 TO RAISE AWARENESS ABOUT THE STIGMA SURROUNDING MENTAL HEALTH.


WE ARE ASKING FOR THE COMMUNITIES HELP TO PLEASE DONATE THEIR PUMPKINS THE DAY AFTER HALLOWEEN TO MAKE THIS EVENT SUCCESSFUL! PLEASE DROP OFF YOUR PUMPKINS ON THURSDAY, NOVEMBER 1ST FROM 8AM-4PM AT THE FOLLOWING LOCATIONS:  
RED LAKE DISTRICT HIGH SCHOOL, RED LAKE WAGZEN PUBLIC SCHOOL, GOLDEN LEARNING CENTRE  
THANK YOU FOR YOUR CONTINUED SUPPORT!

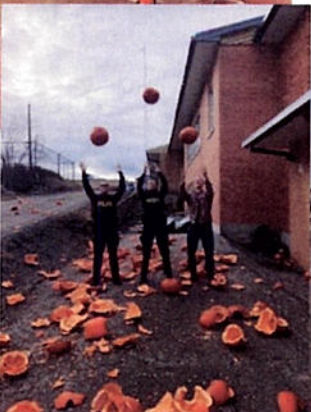
[WWW.KPDSB.ON.CA](http://WWW.KPDSB.ON.CA)


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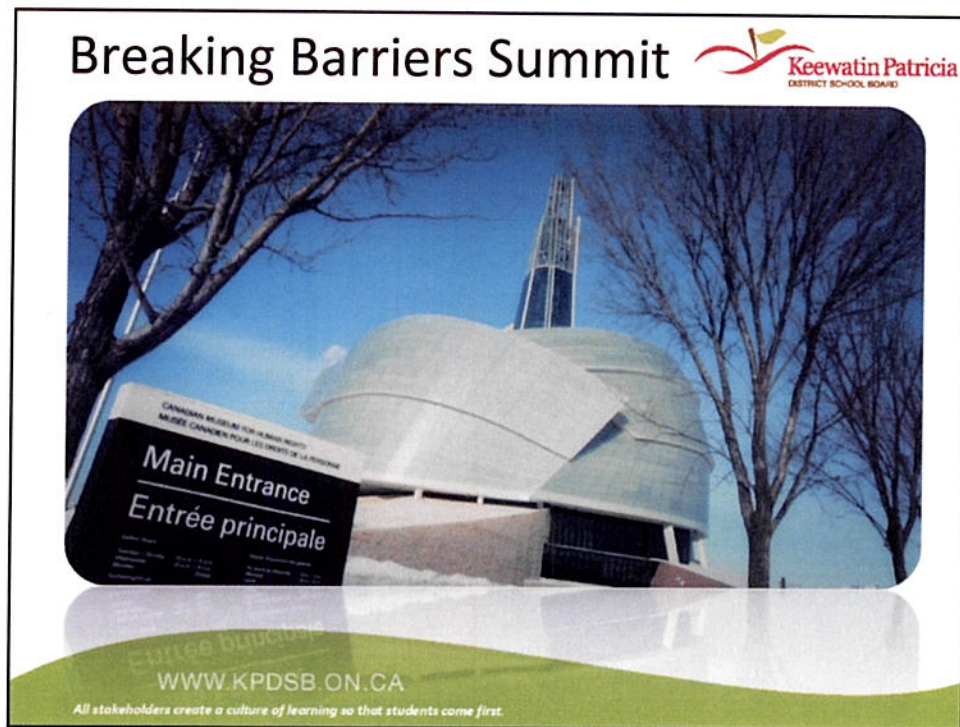
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10



11



12



## Wellness Room

jack.org



FIREFLY



**We can help!**

Call our 24 Hour Crisis Line  
Toll Free: 1-800-565-5368



**NSWS**  
New Starts for Women Inc.

**#RISINGYOUTH**  
community service grants



**#JEUNESENACTION**  
subvention de service communautaire

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## Be Well Symposia



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## Be Well Symposia

**RED LAKE AREA SUBSTANCE MISUSE PREVENTION COALITION'S**

 **Be Well Symposia** | *How to support student health in our community*

**PARENT & COMMUNITY PRESENTATION IN THE RLDHS GYM ON MAY 13<sup>th</sup> 6-8 PM**

**DOOR PRIZES & FREE BBQ 5-6 PM**

**COMMUNITY PARTNER BOOTHS & GUEST SPEAKERS**

**DR. UMESH JAIN**  
**SickKids**  
Paediatric Psychiatrist

**RYAN MARTIN**  
**University of Regina**  
Associate Professor

CHILD CARE FOR AGES 2-10 & TRANSPORTATION FROM EAR FALLS PROVIDED. IF NEEDED CONTACT jayrtd@kpdhsb.on.ca BY MAY 8TH

BROUGHT TO YOU BY:






**RED LAKE AREA SUBSTANCE MISUSE PREVENTION COALITION'S**

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## School Mental Health Ontario



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## Be There Resource



**Be There Golden Rules**

The rule I find most helpful is:


- 1 Say what you see**  
Start the conversation.
- 2 Show you care**  
Build trust.
- 3 Hear them out**  
Be a good listener.
- 4 Know your role**  
Set and respect boundaries.
- 5 Connect them to help**  
Help them connect to resources.

**jack.org**

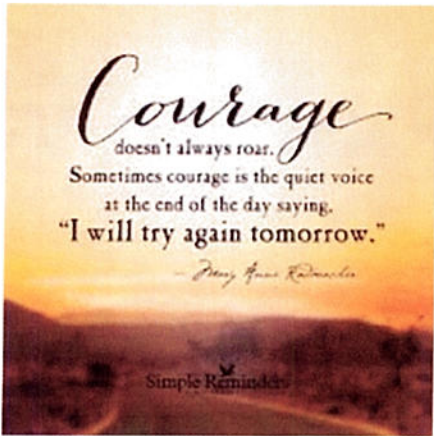
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## Questions?



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**8.01 C**

**Keewatin-Patricia District School Board**

May 14, 2019

**NOTICE OF MOTION**

THAT the Children's Mental Health Report be received.

## Children's Mental Health Report

The 2018-2019 school year marks the last year of the Keewatin Patricia District School Board's 2016-2019 Mental Health and Addictions Strategic Plan. The Strategic Plan continues to focus on three goals identified back in 2018:

- 1) Building Organizational Mental Health / Well-Being Structure**
- 2) Increasing Mental Health Literacy**
- 3) Changing Classroom Climate**

One of the biggest accomplishments for the three-year plan has been the identification and roll out of the Mental Health Champions across the system. Initially intended at the school level, the champion model has grown to over 40 champions, including champions for the Information and Technology department, Adult Education, Special Education and Curriculum departments, as well as the Kenora and Dryden Board Offices. There continues to be requests to become a mental health champion and the model has also been replicated within other areas of the board (i.e. Technology Champions). The Champions have been pivotal in ensuring mental health capacity building across the system. Champions are provided with information related to mental health and trauma informed care which they are required to provide to staff at regular scheduled staff meetings. This has helped to ensure that mental health becomes a standing agenda item at staff meetings and has also helped to ensure consistency in messaging across the system. In addition, new this school year, the Mental Health Champions have become more involved in promoting and supporting staff mental health.

The actions items embedded with the goals of the strategic plan continue to have a focus on student, staff and family engagement:

### **Student Supports / Engagement / Resources**

- Collective Awareness, Advocacy and Learning of Mental Health and Well-Being (CAALM)
- Jack Chapters, Student Mental Health Focus Groups / Jack Summit
- Continued Partnership with FIREFLY, NODIN, LHIN, NWHU
- Tele-Mental Health Services
- KPDSB Website Mental Health Link / Tabs

**Staff Supports / Engagement / Resources**

- Collective Awareness, Advocacy and Learning of Mental Health and Well-Being-CAALM
- Mental Health Champions System Wide
- Daily Physical Activity Pilot (DPA) in partnership with NWHU
- Implementation of School Mental Health Assist and Additional Mental Health Documents
- KPDSB Website Mental Health Link / Tabs
- Trauma Informed and Proactive Response – webinar completed
- Life Promotion Protocol and Postvention Protocols – completed
- Help for Administrator's in a Time of Tragedy Document – completed

**Parent Supports / Engagement**

- Collective Awareness, Advocacy and Learning of Mental Health and Well-Being -CAALM
- Continued Partnership with Northwestern Health Unit
- KPDSB Website Mental Health Link / Tabs

As the end of the 2019 school year approaches, the Mental Health Champions will be utilized to solicit feedback from the system related to the current strategic plan including staff awareness of the plan; where to access the plan; alignment of goals over the past three years and level of impact of the strategic plan evident at the school level. In addition, the staff of KPDSB will be provided with an opportunity to provide feedback on the future direction of the revised Mental Health and Addictions Strategic Plan for the 2019-2022 school years. Feedback will be solicited in survey format with the results reviewed by the Mental Health Leader and CAALM committee representatives.

I look forward to presenting the Trustees with a newly revised 3-year Mental Health and Addictions Strategic Plan for 2019-2022. I also welcome any suggestions and contributions from the Trustee group to aid in the revisions, which can be emailed directly to me @ [candice.kerkermeier@kpdsb.ca](mailto:candice.kerkermeier@kpdsb.ca)

Respectfully submitted by,  
Candice Kerkermeier, Mental Health Leader

**Keewatin-Patricia District School Board**

May 14, 2019

**NOTICE OF MOTION**

THAT the verbal report on Policy 318, Freedom of Information and Protection of Individual Privacy, be received.

THAT Policy 318, Freedom of Information and Protection of Individual Privacy, be approved as amended with the next review date in year 2022.

## **Policy Statement**

It is the policy of the Keewatin-Patricia District School Board (KPDSB) to conduct all its operations as openly as reasonably possible except where the board-KPDSB may be restricted from doing so under the Municipal Freedom of Information and Protection of Privacy Act, (MFIPPA), 1990 (hereinafter referred to as the Act), ***the Personal Information and Protection of Electronic Documents Act (PIPEDA)***, ***the Personal Health Information Protection Act (PHIPA)*** and/or the Education Act.

## **Definition**

~~The Keewatin-Patricia District School Board, for the purposes of the Act, has designated its power and duties to the Director of Education as the "head" of the institution.~~

## **Rationale**

The KPDSB recognizes the importance of open communication with all its stakeholder groups, while at the same time realizing the need for the protection and privacy of the individuals under its jurisdiction.

***The protection of personal information held by the KPDSB is guided by the following principles:***

### **1. Accountability and Responsibility**

***Under the MFIPPA, the school board is responsible for personal information under its control. The Director of Education and/or designate is accountable for compliance with privacy legislation.***

***Under the PHIPA, health information custodians are responsible for personal health information in their custody and control and may designate an individual within their school board as an agent to assist with compliance to privacy legislation.***

**2. Specified Purpose**

*The KPDSB shall identify the purpose(s) for which personal information is collected, and individuals shall be notified of the purposes and any other information required by law at or before the time personal information is collected.*

**3. Consent**

*An individual's informed consent is required for the collection, use, retention, and disclosure of personal information, except where otherwise permitted by law.*

**4. Limiting Collection**

*The collection of personal information must be fair, lawful, and limited to that which is necessary for its specified purposes.*

**5. Limiting Use, Retention, and Disclosure**

*The use, retention, and disclosure of personal information and confidential records are limited to the specified purpose identified to the individual except where otherwise permitted by law.*

**6. Accuracy**

*The KPDSB shall ensure that personal information is accurate, complete, and up-to-date in order to fulfil the specified purposes for its collection, use, disclosure, and retention.*

**7. Safeguards**

*Personal information is secured and protected from unauthorized access, use, disclosure, and inadvertent destruction by adhering to safeguards appropriate to the sensitivity of the information.*

**8. Openness and Transparency**

*The KPDSB shall make available to the public specific information about its policies and practices relating to the management of personal information.*

**9. Access and Correction**

*An individual has the right to access his/her personal information and will be given access to that information in accordance with privacy legislation, subject to any restrictions.*

*An individual has the right to challenge the accuracy and completeness of the information and request that it be amended, as appropriate, or to have a letter/statement of disagreement retained on file. Any individual to whom the disclosure has been granted in the year preceding a correction has the right to be notified of the correction/statement.*

*An individual is to be advised of any third-party service provider requests for his/her personal information in accordance with privacy legislation.*

#### **10. Compliance**

*An individual may address or challenge compliance with the above principles to the Director of Education or designate.*

#### **Records Information Management**

*All staff shall be responsible and accountable for creating and maintaining accurate business records within their control in accordance with the KPDSB Privacy and Information Management procedure. All records and information received, created, and maintained within administrative departments and schools are the property of the KPDSB and subject to this policy.*

*This policy applies to:*

- *All records within the custody or under the control of the KPDSB regardless of the medium in which those records are stored and maintained;*
- *All business applications and information technology systems used to create, store, and manage records and information including email, database applications, and websites; and*
- *All KPDSB staff and third party contractors or agents who collect or receive records and information on behalf of the KPDSB.*

#### **Guidelines**

##### **A. Access to Records**

- ~~1. All information retained in electronic, hard copy, microfilm or any other format, is a record and is the property of the Board.~~

- ~~2. Access to records not generally available can be sought by making a request in writing to the Director of Education or designate who shall respond in accordance with established procedures provided in the Act (Section 6—16).~~
- ~~3. A request for access to information must include sufficient detail to enable an experienced employee of Keewatin Patricia District School Board, upon a reasonable effort, to identify the record. If the request does not have sufficient information, the applicant will be asked to reformulate the request. At the time of the request, the applicant must pay the fee(s) prescribed by the regulations.~~
- ~~4. If the “head” of the institution is of the opinion on reasonable grounds that the request is frivolous or vexatious the request may be denied. The “head” shall give notice of such a determination in accordance with Section 20.1 of the Act.~~

**B. Protection of Individual Privacy**

**1. Use and Disclosure of Private Information of Students**

- ~~a) The management and safekeeping of information is the responsibility of each employee. Confidentiality must be protected by each employee who is authorized to have access to information in order to perform his/her duties. This is subject to the powers of the courts to compel the production of such information.~~
- ~~b) Access to a student's personal information including the OSR can be gained by the parent or guardian of a student who is not an adult.~~
- ~~A parent may give consent to another institution or individual for access to student information provided that the consent is given in writing. A copy of the written release of information shall become part of the OSR.~~
- ~~c) Information collected for the purpose of honouring or celebrating student achievements must be outlined in the school's student handbook. Parents/guardians of a student, who is not an adult who do not wish the information outlined there to be disclosed, may advise principals of their~~

~~wishes and principals will decline to disclose that information (Section 33  
—Consistent Purpose).~~

- ~~d) For access to a student's (age 16 — 18) personal information, parents may request information under the Education Act. Subsection 11 (3) (n) of Regulation 298 under the Education Act authorizes a principal to "report promptly any neglect of duty or infraction of the school rules by a pupil to the parent/guardian of the pupils".~~
- ~~e) A student, or parent or lawful guardian of a student under the age of 18, may request to have personal information corrected under the F.O.I. Act, if the information was accessed through the Act. The Director of Education or designate will respond to the correction request in accordance with established procedures.~~
- ~~f) Any specific personal information of students shall be provided to the members of the Board of Education only through the Director of Education or designate. Any information provided shall be supplied strictly in accordance with the Act.~~
- ~~g) All requests for access to personal information of a student, shall be referred to the principal's office or guidance department of the school the student is attending or last attended.~~

**C. Protection of and Access to and Correction to Personal Information of Board Employees and Private Individuals**

- ~~1. In accordance with the Act, the Board will safeguard the confidentiality of personal information pertaining to private individuals and its staff, subject to the powers of the courts to compel the production of such information.~~
- ~~2. The management and safekeeping of information is the responsibility of each employee designated to care for such information. Confidentiality must be protected by each employee who is authorized to have access to information for the purposes of carrying out his/her duties.~~

- ~~3. An employee wishing to access his/her own personnel information may do so according to the Procedure for Employee Access to Own Personnel File (Human Resources Manual).~~
- ~~4. Other parties (e.g. legal counsel for the individual) with the specific written consent of the individual, may also request access to an individual's personal information under the Act.~~  
~~The written authorization will be considered valid for a period of 90 calendar days. When a private individual or employee has authorized in writing, another individual or their agent, to access their personal information under the Act, a record of such transaction must be retained. For access to personal information of a private individual, the authorization would be included in the Freedom of Information request file, or in the case of an employee in their personnel file.~~
- ~~5. Under the Act, a request for the correction of an individual's personal information, accessed under the Act, can be made. Such a request will meet with the guidelines of subsection 36.2 of the Act.~~
- ~~6. Any specific personal or sensitive information regarding employees or private individuals, shall be provided to the members of the Board of Education only through the Director of Education or designate, or if required as part of the decision making function of trustees. Any information provided shall be supplied strictly in accordance with the Act.~~

**D. Review**

- ~~1. If a request for access made under the Act has been denied by the Director, or designate, the requester may appeal the decision to the Commissioner of the Municipal Freedom of Information and Protection of Privacy Act as per section 39.~~

## APPENDIX A

### Sample ~~Student Handbook Entry~~

#### **FREEDOM OF INFORMATION & PROTECTION OF PRIVACY ACT**

The ~~'Freedom of Information & Protection of Privacy Act, 1989'~~ has two key functions:

- ~~(1) protection of personal and private information about individuals, and~~
- ~~(2) public access to information that is not personal or private.~~

Personal information is defined as recorded information about an identifiable individual. Some examples of personal information are: student work, photographs, video tapes, information on student registration forms, O.S. R contents, student writing folders, journals, etc. etc.

**~~Please be assured that information about your child's educational needs and progress will be treated with the utmost in care and confidentiality.~~**

The above mentioned Act does permit some personal information to be disclosed when it is consistent with the purpose of educating students in accordance with the Education Act. Some school-related activities and events are outlined in the following:

- ~~• Students' birthdays may be announced in the school;~~
- ~~• Student's work may be displayed in the school, in projects or science fairs, art, poster or writing contests, bulletin boards and school newsletters;~~
- ~~• Photographs of students may be included in Board publications or used in displays in the school or in the community;~~
- ~~• Videotaping of classroom activities, school plays, concerts and special events;~~
- ~~• The media might be invited to the school to photograph and publish school events such as athletic competitions, drama productions, awards assemblies, graduation, fund raising activities, etc. The student's name, and possibly a storyline could also be published;~~
- ~~• Photographs, names and anecdotes will be used in the school year book;~~

**APPENDIX A (con't)**

- ~~• Winners of awards and honours may have their achievements acknowledged and published within the school system or through local media;~~
- ~~• The school will share information with the Northwestern Health Unit, including your child's birth date, address, home telephone number, and the work numbers of parents;~~
- ~~• In the event of an accident causing injury or damage, personal information will be disclosed to the insurer of the Board.~~

~~If you have any objections, questions or concerns regarding the sharing of your child's personal information in any/all of the above mentioned, or related activities, please contact the principal as soon as possible.~~

DRAFT for  
Regular Board Meeting  
May 14, 2019

## **PROCEDURE**

# **Privacy and Information Management**

Respectfully submitted by:  
Richard Findlay, Superintendent of Business

Keewatin-Patricia District School Board (KPDSB) recognizes the importance of establishing and maintaining a privacy sensitive culture in its schools and administrative facilities consistent with federal and provincial legislation.

KPDSB staff are responsible for the protection of personal, confidential and sensitive information entrusted to them. They must ensure that personal information in their care and control is secured and protected by adhering to safeguards appropriate to the sensitivity of the information and as described in this procedure.

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## 1.0 ACCOUNTABILITY AND RESPONSIBILITY

Under the Municipal Freedom of Information and Protection of Privacy Act (MFIPPA), KPDSB is responsible for the personal information under its care and/or control. The Director of Education or their designate is responsible for the development and implementation of KPDSB's privacy policies and procedures.

Similarly, under the Personal Health Information Protection Act (PHIPA), health information custodians are responsible for personal health information and may designate an individual as an agent to assist with compliance with privacy legislation.

### 1.1 Superintendents, Principals, Managers, and Supervisors are responsible for:

- complying with legislation, professional standards, Board directives, procedures and agreements when using personal information;
- implementing security measures and safeguards to protect the personal information of students and staff;
- ensuring staff are aware of and adequately trained in their responsibilities as set out in this document and other Board policies, procedures and guidelines;
- ensuring agreements with service providers contain privacy protection provisions with regard to the protection, collection, use, retention and disclosure of personal information.

### 1.2 Employees are responsible for:

- protecting personal information by following proper procedures and leading practices as outlined in this document and as directed by their supervisor;
- ensuring records containing personal information are accurate, up-to-date and complete;
- reporting any suspected privacy or security breaches of which they are aware to the Superintendent of Business;
- taking reasonable steps to ensure the personal information within their custody and/or control is secured and protected;
- participating in training regarding their duties and obligations to protect personal information.

## 2.0 COLLECTION AND ACCESS/DISCLOSURE OF STUDENT PERSONAL INFORMATION

In addition to the following procedures, information relevant to the collection, use, and disclosure of student personal information contained in the Ontario Student Record (OSR) may be found in the OSR Ministry Guidelines and KPDSB Procedures.

### 2.1 Collection

The collection and use of personal information of a student registered with KPDSB is limited to that which is necessary for the provision of educational services in accordance with the Education Act.

Ordinarily personal information will be collected directly from the student and/or their parent or guardian.

At the time of collection individuals must be given notice of the legal authority for collection, the purpose(s) of its intended use and the title and contact information of an individual who may respond to specific questions regarding the collection.

### 2.2 Access to Students or Student Records by Parents/Guardians

Parents/guardians of students under the age of 18 may have access to records contained in the OSR, unless otherwise indicated in a separation agreement or court order that is filed with the school in the OSR.

Parents/guardians are the biological or adoptive parent of a child, or a person other than the biological/adoptive parent who has lawful custody. This includes non-custodial parents and Crown Wards. This does not include a step parent, unless the child has been formally adopted.

A person who has custody of a child has the rights and responsibilities of a parent/guardian with respect to the child. They make important decisions regarding day-to-day matters including what school the child attends and courses they take.

If named in a court order, the Children's Aid Society (CAS)/Family and Children's Services (FCS) assumes the rights and privileges of any legal guardian and they are the contact for significant school matters. With CAS/FCS

consent, the foster parent/group home may be provided with information and/or flagged as an emergency contact.

Non-custodial parents have access rights to the student, unless otherwise stipulated in a separation agreement or court order that is filed with the school in the OSR.

Where a student chooses to live with a family friend, the family friend does not assume the role of parent/guardian.

Where a student under age 18 chooses to live with the non-custodial parent, the custodial parent retains responsibilities for decisions regarding school registration.

#### **2.2.1 Records of Students over Age 18**

Records of students over the age of 18 may be discussed and shared only with the student unless written consent has otherwise been received from the student. Care must be taken not to leave telephone messages on the home phone unless there is an emergency and the number has been given as an emergency contact by the student.

#### **2.2.2 Confirmation of Registration/Attendance**

Requests for a letter from a parent/guardian to confirm registration and/or attendance at the school may be provided by the current school or the last school attended. The letter is to be given to the parent/guardian directly and not to a third party.

### **2.3 Access to Students or Student Records by Third Parties**

Schools receiving requests for student records by third parties (i.e., CAS, legal firms, insurance companies, summons to witness/subpoena, police, etc.) are to contact the school Superintendent, who will determine the legal right of the individual making the request and determine requirements for consent.

Use and disclosure of student personal information for a purpose other than planning and delivering educational programs and services or in accordance with the specific exceptions outlined in *Section 2.4* will require consent.

KPDSB will seek consent for the use or disclosure of personal information at the time of collection. In certain circumstances, consent for use or disclosure may be sought after the information has been collected but before it is used (i.e., when KPDSB wants to use information for a purpose that was not previously identified and is not consistent with such purpose).

The purposes for which consent is sought must be clear to the individual.

Written consent generally is required. Any failure to return documents seeking consent to disclose student personal information must not be considered implied consent.

Subject to legal or contractual restrictions and reasonable notice, an individual may withdraw consent at any time. In such circumstance KPDSB staff should inform the individual of implications, if any, of such withdrawal.

## 2.4 Disclosures Not Requiring Consent

MFIPPA sets out when a Board may use or disclose personal information in its custody or control without the consent of the parent/guardian/student.

### 2.4.1 Performance of Job Duties

Staff may use and share a student's personal information for the purpose of planning and delivering educational programs and services. This includes ancillary services such as student transportation. For example, student addresses may be provided to the Transportation Consortium and bus operators for the provision of home to school transportation.

Personal information may be made available to an officer, employee, volunteer, consultant or agent of KPDSB who needs the record for the performance of their duties and if the information is necessary and proper for the discharge of the Board's functions. Staff responsible for these records will assess what should be made available and to whom. Access should be minimized as much as possible to reduce risk of wrongful disclosure. Information may be limited to that which is necessary for the required purpose.

### 2.4.2 Consistent Purpose

Personal information may be disclosed for the purpose for which it was obtained or compiled or for a "consistent purpose". A consistent purpose is how the individual, to whom the information relates, might reasonably expect their information to be used or disclosed.

#### **2.4.3 Legal Authority**

Personal information may be disclosed for the purpose of complying with legislation.

When a request is received for personal information or confidential records from the Ministry of Education, other Ministries, other Ontario school boards/authorities, or private agencies, staff will verify the legal authority for the disclosure.

#### **2.4.4 Law Enforcement**

Personal information may be shared with a law enforcement agency to aid an investigation undertaken with a view to a law enforcement proceeding or from which a law enforcement proceeding is likely to result. In non-urgent matters, police shall provide a written statement that personal information is required for investigative purposes.

#### **2.4.5 Health and Safety**

Personal information may be disclosed in compelling circumstances affecting the health or safety of the individual. The imminence and reasonableness of the risk to health and safety must be considered and balanced with the right to privacy.

### **2.5 Displaying/Sharing Student Work/Achievement**

#### **2.5.1 Student Work and Achievement**

Student work may be displayed in the classroom, in the school hallways, or may be shared with the public through events such as science fairs, bulletin board displays, writing/colouring/poster contests, community events, fairs, and similar events/locations outside of the school setting.

Do not post, publish, or read aloud student achievement grades without consent.

### 2.5.2 School Memorabilia/School Reunions

Student records that were prepared for the public such as brochures, newsletters, plaques and yearbooks may be provided for display at school reunions. Personal information otherwise is protected, under MFIPPA, until 30 years after one's death.

If school Administrators are instrumentally involved with the alumni association in planning the event, use of class lists to facilitate contacting alumni of the school is permitted by the school. Class lists should not be copied and distributed.

## 3.0 DISCLOSURE OF STUDENT HEALTH INFORMATION

### 3.1 Personal Health Information Disclosed During a Guidance Appointment

A guidance counsellor or educator receiving information from a student that is of a health-related nature is not required to share information with the parent/guardian; confidentiality of the student is to be maintained. The only exceptions compelling a guidance counsellor to share information with the parent/guardian or other authority is if the student is a danger to themselves or others or if there is a suspected case of child abuse or neglect.

This does not preclude the guidance counsellor/educator from sharing information as needed to ensure the health and safety of the student as per *Section 2.4.5* of this procedure.

### 3.2 Provisions of the Personal Health Information and Protection Act (PHIPA)

In addition to the privacy provisions set out by MFIPPA, the following are in accordance with PHIPA:

- Only a Health Information Custodian (HIC) or their designated agent may disclose personal health information. Written approval for disclosure must be given by the parent/guardian or student over the age of 16. There is an

exception when it is necessary to contact a relative or substitute decision maker if the student is incapacitated.

- Care must be taken to ensure health information is not accessible when an OSR is requested to be viewed.
- Express consent is required for disclosure of a student's health information to non-HICs (i.e., to an employer or insurer). Consent may be implied between Health Care Custodians (HIC) for health care purposes.
- Care must be taken to ensure that student health information is not openly accessible, e.g. pinned to a bulletin Board in the main office, or the staff room where it may be read by visitors to the school. It is understood, however, that it may need to be readily available to assist in medical emergencies.

#### 4.0 SECURITY OF PERSONAL INFORMATION

All KPDSB employees are responsible to ensure student and employee personal information is secured in a reasonable manner to prevent its loss or unauthorized use or disclosure. This applies to records and information in all formats (paper, computer, photos, drawings, recordings, etc.).

All staff are encouraged to adopt the following strategies to ensure confidential and/or personal information is not openly accessible:

- Do not release student or employee personal information over the phone before confirming the identity of the caller.
- Use care when talking over the telephone or to others so that personal information cannot be overheard by co-workers or visitors to the school.
- Adopt a 'clean desk' model such that no personal, confidential, and sensitive information is left unsecured on your desk.
- Position your monitor so that casual observers cannot view the screen and/or add a monitor privacy screen.

- Use a password-protected screen saver; ensure it is set to turn on after 10 minutes of inactivity.
- Log off or apply *lock* mode when leaving your desk.
- Log off or sign out of applications you are not using.
- Ensure documents containing confidential or personal information are not left at a photocopier or fax machine in open area.
- Lock confidential information away at the end of the day.

#### 4.1 Working Outside of the Office or School

Employees are responsible to take additional care when working outside of the office or school. The following protections are to be in place when transporting or using personal and confidential information outside the worksite:

- Sensitive personal information should not be stored on mobile devices (laptop computers, USB keys, cell phones) if they are unencrypted or non-password protected.
- When it is necessary to work from home a secure work area should be designated as "office space." All paper and electronic records must be stored securely.
- Do not leave paper records or mobile devices containing personal information in your vehicle. If it absolutely cannot be avoided, lock them in your trunk before you start the trip, not in the parking lot of your destination or other visible location. They should never be left in open view in the vehicle.
- When making telephone calls from outside the office, staff must safeguard personal and confidential information; consider the physical setting to ensure that no one overhears a telephone conversation.
- While viewing personal information at locations outside the office, ensure that it cannot be seen by anyone else.

- Records containing personal or confidential information must never be discarded in a public or employee's home trash/recycling bin.
- Records should not be left unattended and, where possible, should be physically locked away or secured.
- When travelling by bus, train or airplane, records in any format must be transported as carry-on luggage and not left unattended.
- Minimize risks of taking documents off-site by only removing copies where practical, use a sign-in/sign-out procedure with a due-back date to monitor removed files, remove only relevant or required documents, and return records to a secure environment as quickly as possible.

#### 5.0 RETENTION AND DESTRUCTION OF PERSONAL INFORMATION

When appropriate, confidential records must be disposed of securely to ensure they are permanently destroyed or erased in an irreversible manner and by a method that ensures that the records cannot be reconstructed in any way. When disposing of confidential records and information, consider if duplicate copies of the documents were made for in-office use. These also must be destroyed.

Personal, confidential, and sensitive information in paper format must be destroyed by shredding or placing them in the locked shredding bins provided on-site.

Personal, confidential, and sensitive information stored in the memory of electronic devices that are being discarded for permanent destruction (e.g., hard drives, printers, photocopiers, fax machines, CDs, USB keys, etc.) must be deleted permanently prior to their removal from the office/workplace.

#### 6.0 VIDEOTAPING, VIDEO CONFERENCING, VOICE RECORDINGS AND PHOTOGRAPHY

The use of videotaping and photography involves the collection, use, and potential disclosure of personal information and as such KPDSB must comply with the rules set out by MFIPPA.

## 6.1 School Video Surveillance

For information on videotaping for the purposes of safety and security, see the Board's policy and procedure on *Video Security Surveillance in Schools*.

## 6.2 In the Classroom

Taking photos, videos, voice recordings, and participating in video conferencing (i.e., Google Hangouts, Skype, Adobe Connect) in the classroom for the purposes of delivering an education program and/or documenting student learning is permissible.

While permissible in the classroom for delivering an educational program and/or documenting student learning, there are several responsibilities under privacy legislation for how photos, videos, and voice recordings are collected, used, shared, and stored/retained.

### 6.2.1 Collecting, Using, and Sharing Student Photos, Videos, and Voice Recordings

Photographs and video/voice recordings of students are considered to be personal information; consideration must be given to whether informed consent is required to take a photo/video/voice recording and how that photo/video/voice recording may be used and shared.

Generally, KPDSB staff may take a photo or video without consent if it is for educational purposes or if it is otherwise necessary to deliver education to the student.

Consent is not required for taking photos/videos/voice recordings when:

- Photos/videos are taken and used by the teacher for instructional purposes only.
- Photos are taken for student identification.

Taking photographs and video/voice recordings outside of these purposes requires informed consent.

Examples of where you require informed consent include:

- Sharing photos in a newsletter or posting photos in the school;
- Posting photos, videos, and/or audio recordings to the school website or to a secure website specifically accessed by your classroom parents;
- Sending home photos or video/voice recordings of classroom activities.

#### **6.2.2 Security, Storage and Retention**

Photos, videos, and voice recordings are KPDSB records; they must remain at the school (securely stored) or in KPDSB approved cloud-based storage location that is password protected.

Care for the security of technology is required (see *Section 4.0*). KPDSB staff may not store student photos, videos, or voice recordings on personal devices.

#### **6.2.3 Video Conferencing**

Video conference sessions open a window to the classroom; therefore, staff must ensure connections are made only with trusted individuals and organizations to ensure activities are safe and appropriate for students. Students using video conferencing tools must always be appropriately supervised.

Staff will notify their administration when engaging in video conferencing experiences with students (e.g., Google Hangouts).

Video conferencing will not be used in any way to upload, post, reproduce, or distribute information, software, or other material protected by copyright or any other intellectual property right without first obtaining the permission of such right holder.

### **6.3 School or Public Events**

The Principal or designate has the authority to ask visitors to the school to refrain from using photo and/or video recording devices.

Where photography or video recording is permitted at extra-curricular activities or events where the public is invited or otherwise attends (i.e., field trips, school concerts, school teams), it is generally not possible for the school or KPDSB to control the use of such recordings. This may result in photos or recordings being posted on social media sites.

It is important that when taking pictures, individuals are respectful of the privacy rights of anyone captured in their recording and to practice good digital citizenship by only posting photos involving other students with permission of the individual or their parent/guardian.

#### **6.4 Media**

The media, such as print, television or radio, may be invited by KPDSB or a school to attend an event for the purpose of reporting on newsworthy activities. Media reports may include only non-identifying photos of groups of students. Individual students will only be interviewed or otherwise identified with consent. The *Consent to Release Personal Information* may provide that consent.

#### **6.5 Third Parties**

If a third party wishes to take photos or video recordings of students for their own use, consent is required. This may include, for example, a group or organization that is invited into the school/classroom, or it may be an organization/business/location that a group of students may be visiting as part of a field trip. The *Consent to Release Personal Information* does not provide for that consent.

### **7.0 USE OF CLOUD-BASED APPLICATIONS IN THE CLASSROOM**

KPDSB owned or contracted applications/tools such as G Suite for Education have been vetted to ensure student information is safe, stored securely, and passwords and logins have been provided to limit access to information.

Educators must ensure privacy and security is maintained by never sharing logins and passwords and encouraging students to do the same.

The use of non-vetted cloud-based tools in the classroom must be carefully considered and educators must understand their responsibilities under privacy legislation for how

these cloud-based applications collect, use, share, and store/retain student personal information.

At minimum, the following steps must be taken:

- Read and understand the Terms and Conditions of the tool/application carefully;
- Determine how student information will be depersonalized; and
- Determine if parental consent is required. Many applications require parental consent for users under the age of thirteen.

## **8.0 COMMUNICATION AND THE USE OF EMAIL, INSTANT MESSAGING, AND CLOUD-BASED APPLICATIONS**

The use of technology to support communication must carefully be considered as it pertains to student and staff personal information.

There are several responsibilities under privacy legislation for how electronic communications such as email, instant messaging tools and cloud-based applications are used to collect, use, share, and store/retain student and/or staff personal information.

### **8.1 Appropriate Use of Personal Information in Electronic Communications**

KPDSB is required to ensure reasonable measures are in place to prevent unauthorized access to the records that are to be protected.

It may be appropriate to include student and staff personal information in emails if the disclosure is made to an employee of KPDSB who needs the information in the performance of their duties (e.g. requesting an OSR transcript or providing copies of applications to an interview committee).

The following protections are to be followed:

- Password-protect documents containing personal, sensitive information.
- Do not include student or staff names in the subject line of an email.

- Within the body of the email, where the student or staff member is known to the recipient, the initials should be used where there has been a previous conversation about the matter.
- Sensitive personal information should be avoided in emails/texts. When it is necessary to discuss a student or employee, staff should be encouraged to do so by telephone and confirm via email referencing, for example, "the individual we spoke of this morning".
- Emails that include personal information must be directed only to staff needing the information in the performance of their duties. Care must be taken to ensure they are not forwarded to unauthorized individuals either inside or outside KPDSB.
- Ensure mobile devices are password protected.

## **8.2 Appropriate Use of Cloud-Based Technologies**

From time-to-time and in limited circumstances it may be appropriate to use approved cloud-based technologies to communicate personal student and staff information for the purposes of ensuring a small group of identifiable KPDSB staff, in the performance of their duties, have access to the information they require. The following protections must be followed:

- Only KPDSB approved apps may be used.
- Records about students may be accessible under a Freedom of Information request; as such they must be producible.

## **8.3 Record Retention**

The responsibility for retention of electronic correspondence lies with the author of the record. Those who are copied on the communication are not required to retain a copy unless they respond to it or forward it on.

It is not necessary to retain transitory communications once their purpose has been met. Transitory emails are records that hold no further value to the Board beyond an immediate or minor transaction, or records that may be required only

for a very short time, e.g. until they are made obsolete by an updated version of the record, or by a subsequent transaction or decision.

## **9.0 THIRD PARTY SERVICE PROVIDERS**

### **9.1 Freedom of Information and Requests for Proposals (RFPs)/Tenders**

Vendors should be advised that when submitting an RFP or Tender their name, title, and contact information will be made public on request.

Under MFIPPA, and as a record of KPDSB, information other than the vendor name and the bid price submitted and agreed to under contract with KPDSB also will be made available through a Freedom of Information request. Vendors will be notified regarding requests for any other information submitted in a bid submission; information may be disclosed to a requestor in whole or part unless otherwise considered exempt from disclosure under MFIPPA.

### **9.2 Contracts and Agreements with Third Party Service Providers**

KPDSB maintains its responsibility for protecting personal information in accordance with privacy legislation when contracting with a third party.

Third party service providers who collect, use, retain, and/or disclose personal information on behalf of KPDSB are to do so only for specified purposes. Notice to individuals stating the purpose(s) for which the personal information is collected, used, and/or disclosed must be provided. KPDSB staff will ensure contracts and agreements completed with these third party providers, at minimum, include the following:

- a written confidentiality statement;
- acknowledgement of and adherence to MFIPPA (or applicable privacy legislation);
- limitations for the collection, use, and disclosure of personal information;
- a description of the safeguards in place for the protection of personal information;
- a description of their breach protocol including audit reviews, their commitment to containing the breach and making corrective actions, and notification to the Board of any actual or suspected breach; and
- a description of the retention period and disposal of personal information.

Third party service providers may include commercial school photographers, school bus operators, external data warehouse services, outsourced administrative services (such as records storage and shredding), community organizations, external researchers, and external consultants.

DRAFT

**8.02 A**

**Keewatin-Patricia District School Board**

May 14, 2019

**NOTICE OF MOTION**

THAT the Board welcome our new Student Trustee for the year 2019-2020, Hailey Goriak, who attends Sioux North High School.

**8.02 B**

**Keewatin-Patricia District School Board**

May 14, 2019

**NOTICE OF MOTION**

THAT the 2019-2024 Strategic Plan update be received.

**Keewatin-Patricia District School Board**

May 14, 2019

**NOTICE OF MOTION**

THAT the verbal report on Trustee attendance at the Ontario Public School Boards' Association (OPSBA) 2019 Annual General meeting be received.

THAT accommodations and travel arrangements for trustees who wish to attend the OPSBA Annual General meeting being held July 3-7, 2019 be approved.



**THE TERRY FOX  
FOUNDATION**

April 2019

Mr. Sean Monteith  
Director of Education  
Keewatin-Patricia District School Board

Dear Sean,

The 2018 Terry Fox School Run results are in, and we are reaching new heights with the help of schools right across the province. Last year, Ontario schools showed great strength in numbers and leadership in the fight against cancer by raising over \$7 million!

We are proud to announce **Keewatin-Patricia District School Board** family of schools have reached an incredible fundraising milestone of **\$400,000.00** to date. Congratulations on this inspiring achievement! We hope you will proudly display this token of our appreciation and with your continued commitment, your Board will receive the next milestone plaque to highlight your loyal support for each \$50,000.00 interval.

39 years ago, Terry Fox ignited fundraising throughout our country. Through his determination to make a difference in the lives of those with cancer, he began a movement that cannot be stopped. Today, with the help of schools across Ontario, his message of hope echoes loudly in the voices of students and families everywhere and his legacy continues year after year. We are so grateful for your continued encouragement in promoting the annual Terry Fox School Run. Please share our heartfelt thanks with your school community for their incredible generosity and support in the quest to achieve Terry's dream of a world free from cancer.

In order to keep this momentum going, we would greatly appreciate assistance with the following:

1. The distribution of an endorsement email message, encouraging ALL your schools to participate in the **2019 Terry Fox School Run (Thursday, September 26, 2019)**. You will receive an email next week with a sample message that you may customize and share.
2. Share the exciting news about this momentous milestone with your family of schools through Twitter, Instagram, Facebook, and school websites!

We look forward to working with you again and we thank you in advance for your support. Your family of schools sets a shining example of what can be accomplished with a focused goal and a collaborative spirit of generosity and determination.

Regards,

Lisa Armstrong  
Ontario School Coordinator  
The Terry Fox Foundation  
Email: [lisa@terryfoxrun.org](mailto:lisa@terryfoxrun.org) or Toll Free: 1-888-836-9786

*encl. 2018 Donation History Report*

# Keewatin Patricia District School Board

## Donation History Report

Statistics as of March 2019



THE TERRY FOX FOUNDATION  
LA FONDATION TERRY FOX

School Name	City	Total Number of Runs	2018 Fundraising Total	Total Funds Raised to Date
Beaver Brae Secondary School	Kenora	23	\$2,005.85	\$20,002.50
Crolancia Public School	Pickle Lake	19	\$379.60	\$19,601.16
Dryden High School	Dryden	14	\$455.00	\$24,515.85
Ear Falls Public School	Ear Falls	13	\$246.00	\$16,940.59
Evergreen Public School	Kenora	13	\$146.75	\$4,841.16
Golden Learning Centre	Balmertown	14	\$2,944.36	\$25,091.60
Ignace Public School	Ignace	5	\$0.00	\$3,501.13
Keewatin Public School	Keewatin	12	\$734.50	\$10,214.04
King George VI School	Kenora	15	\$2,275.10	\$28,341.95
Lillian Berg School	Vermilion Bay	34	\$955.00	\$71,356.99
Mizhakiwetung Memorial School	Whitedog	3	\$105.00	\$655.00
New Prospect School	Dryden	14	\$2,619.15	\$45,469.05
Open Roads Public School	Dryden	8	\$1,575.25	\$22,111.72
Red Lake District High School	Red Lake	11	\$0.00	\$15,655.88
Red Lake-Madsen Public School	Red Lake	17	\$850.00	\$21,574.07
Sioux Mountain Public School	Sioux Lookout	15	\$1,835.60	\$45,101.10
Sioux Narrows Public School	Sioux Narrows	13	\$95.00	\$7,180.57
Sioux North High School	Sioux Lookout	7	\$1,162.65	\$9,323.80
Upsala Public School	Upsala	11	\$457.75	\$4,224.37
Valleyview Public School	Kenora	14	\$750.00	\$33,263.26
			<b>\$19,592.56</b>	<b>\$428,965.79</b>