

PROJECT DESCRIPTION FORM

Chapter: University of Saskatchewan

Program year: 2024-2025

Project Name: Cyberbullying Prevention & Awareness

SECTION A – ORGANIZATIONAL INFORMATION

1. **Name of Organization:** Public Legal Education Association (PLEA)
2. **Mailing Address of Organization:** 650-333 25th St E Saskatoon SK S7K 0L4
3. **Website of Organization:** <https://www.plea.org/>

4. **Type of Organization:**

- Charity
- Not-for-profit
- Association
- Government
- University
- Law firm
- Other

5. **Brief overview of the organization’s mandate (2 to 4 lines maximum):**

The Public Legal Education Association of Saskatchewan (PLEA) was incorporated in 1980 as a non-profit, non-government organization that exists to educate, inform, and empower through law related education.

PLEA can help members of the public by providing general legal information, suggesting resources, and telling people about different options for obtaining legal advice. The information PLEA provides is about laws specific to Saskatchewan and Canada.

6. **Organization Contact Person**

Name: Jonas Kiedrowski

Title: Teachers and School Coordinator

Telephone Number: (306) 653-1868

Email Address: j.kiedrowski@plea.org

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7. Preferred mode of contact: Phone Email

8. Lawyer supervisor(s)

Note: For certain projects, students work with a roster of lawyers. In such instances, please include the information of all lawyer supervisors, and indicate who the lead lawyer/key point of contact is.

Type of Lawyer Supervisor:

*Note: Please check only **ONE** of the following.*

- Lawyer Supervisor - Insured
 Lawyer Supervisor – Expert (*must attach Lawyer Supervisor – Expert Checklist*)

Name: Arjun Shankar

Title: [REDACTED]

Organization/Firm: [REDACTED]

Telephone Number: [REDACTED]

Email Address: [REDACTED]

The lawyer supervisor is:

- An employee of your organization
 A board member
 Other – Arjun is a Senior Crown Prosecutor with the Saskatchewan Ministry of Justice. He also has extensive experience in the area of child protection litigation.

9. How often will the lawyer supervisor be available to meet with the student(s)? The Lawyer Supervisor will be able to meet with the students as required.

10. Can student volunteers on this project complete their work virtually and from home? Yes No
 However, the presentations may need to take place in person.

SECTION B – PROJECT INFORMATION

11. Please describe the project tasks:

Description of Project

Bullying can take many different forms, and with the rise of technology and social media, the methodology of bullying has changed. This project involves students conducting research, creating materials and handling presentations in an elementary school setting (likely middleyears

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classrooms), either in-person or virtual with the assistance of technology. The goal of the project is to educate children, schools, and parents about the issue of cyberbullying, including the social and legal consequences, and the availability of resources that may be of assistance. Particular attention will be paid to the legal processes and implications of cyberbullying that warrant attention from the justice and social services systems.

The project will be supervised by a practicing lawyer and conducted in partnership with PLEA. Both the Lawyer Supervisor and the PLEA representative will assist students in developing the materials and streamlining the presentations.

Students will research the current legal options available to victims of online bullying, and the consequences for those who choose to participate in cyberbullying. Once the presentation has been developed, it will ultimately be given to grade six classes in Saskatoon and surrounding area, as well as non-profit organizations working with youth from October to March. Students will present in pairs.

To create a supportive and safe environment for the presentations, it is recommended to have a teacher and/or counsellor present in the room. At no point will the student volunteers respond to questions that are personal. Should the audience have questions or share experiences that require a certain form of legal advice, the student volunteers will redirect them to the Lawyer Supervisor.

Role of Student Volunteers

Student volunteers will be responsible for the following tasks:

- Building on last year's project to ensure that the content on cyberbullying reflects the current state of the law in Saskatchewan and Canada.
- Update the newsletter to summarize legal information about cyberbullying to be disseminated to participants after presentations.
- Creating tailored presentations for grade 6 classes in Saskatchewan and non-profit organizations working with youth.
- Ensuring presentations incorporate opportunities for a question-and-answer period and that materials are thoughtful and inclusive.
- Developing method for both remote and in-person delivery.
- Distributing teacher and student feedback forms to help inform future improvements to the project.
- Helping the Project Lead in reaching out to local schools and non-profit organizations working with youth to schedule presentations.
- Helping the Project Lead in creating a transition memo with contact information of schools and non-profit organizations, helpful tips, and best practices to assist future students.

Role of Project Lead

- Taking lead on creating a work plan with student volunteers and submitting it to the Project Supervisor, Lawyer Supervisor, and PBSC Coordinators.
- In consultation with the Organization Contact, reaching out to local schools and scheduling approximately 6-8 presentations for grade 6 students.

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- Maintaining regular communication with student volunteers, Lawyer Supervisor, Project Supervisor, and PBSC Coordinators.
- Taking lead on adding to the transition memo -this document includes contact information, best practices, and tips to assist future students involved with the project.

Before students conduct presentations, all materials will be reviewed by the organization and lawyer supervisors for accuracy. A PBSC disclaimer must also be included in the presentation

Role of Lawyer Supervisor

- Ensure the students' presentation and any other resources are an accurate reflection of the law in Canada and Saskatchewan.
- Attend at least one practice session before the students deliver the presentation. (This may take place virtually.)
- Attend the presentations to ensure students share only legal information.
 - If unable to attend a presentation, the Lawyer Supervisor will practice the presentation with student volunteers, especially potential questions that may arise during the Q&A session.

Which types of law are used in this project?

Criminal law, child protection

12. What is the main project deliverable?

Select **ONE** option.

- A. Creating produced content (e.g. research memos, brochures, podcasts, etc.)
- B. Completing client intake and assistance (e.g. completing client intake, providing client referrals, helping clients with their ID documents, etc.)
- C. Presenting public legal education (e.g. in-person or virtual presentations, workshops, training sessions, etc.)

13. If you checked boxes A or C in question 12, above, do you consent to the Student Volunteer(s) sending to PBSC a copy of the project deliverable? *Please note it is your responsibility to collect and retain any project deliverable or documentation required to carry out the work set out in this Form.* If you consent to PBSC saving a copy of the project deliverable (this strictly applies to Research and Public Legal Education projects), the documents will be securely saved and used solely for the purposes of monitoring the progression of the project, informing project development, and offering efficient continuity to returning projects, and will not be reproduced, shared, or used outside of these stated purposes.

- A. I consent to PBSC saving a duplicate of the project deliverable.
- B. I do not consent to PBSC saving a duplicate of the project deliverable.

14. If you checked boxes B or C in question 12, above, what is your plan for distribution of PBSC's Client Impact Survey?

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Note: PBSC's Client Impact Survey is an important tool that allows our organization to measure client satisfaction and impact, report to stakeholders, and improve our programming. The Client Impact Survey is available through Qualtrics, which meets all federal and provincial privacy and security laws (data is stored in Canada).

For client intake and assistance projects, the student volunteers will set aside time to share the Client Impact Survey hyperlink and QR Code at the end of client meetings. Volunteers will be provided with the hyperlink and QR Code at the start of their placements. Where appropriate, printed copies of the survey may be used as long as there is a protocol in place to safeguard client confidentiality.

For public legal education presentations, the student volunteers will set aside time to share the Client Impact Survey hyperlink and QR Code with the participants at the end of the session. The hyperlink and QR Code will be embedded in the last slide of the presentation where possible. Volunteers will be provided with the hyperlink and QR Code at the start of their placements. Where appropriate, printed copies of the survey may be used as long as there is a protocol in place to safeguard participant confidentiality

Other. If neither of the above options are an appropriate means of distributing PBSC's Client Impact Survey for this project, please explain your plan for distribution.

15. A work plan is required for this project: Yes No

If yes, the student(s) must reach out to the lawyer supervisor, draft a work plan, and submit it by email to the Program Coordinator and the lawyer supervisor by November 1st at the latest. Please note that workplans are required for all legal research and writing projects.

16. Is this a joint project with students from any other PBSC chapters? Yes No

17. What type of training will the organization provide to the student(s)?

Note: All first year PBSC volunteers and all volunteers working on research projects must also attend a PBSC/Thomson Reuters legal research strategies workshop. Students will receive general training from PBSC.

18. How many students would you like assigned to this project?

3-4 students and 1 Project Lead

19. How many hours per week will the student volunteer(s) be expected to work?

Note: PBSC students are expected to volunteer 3-5 hours per week. Additional hours are at the students' discretion, but at no time should the student be volunteering more than 10 hours per week.

Students are expected to volunteer 3-5 per week.

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20. Will the student(s) be expected to show up for regular shifts each week, or is the schedule flexible?

The work will be flexible, but students will be expected to work together on a regular basis, meet deadlines, and be present for the scheduled presentations.

21. Is workspace provided for the student volunteer(s) at your organization? Yes No

22. Please list the devices and technologies the students will require to have at home in order to complete their volunteer work remotely (ex. Computer, Internet access, telephone, FaceTime, Zoom, etc.)

Students should have access to internet, Zoom, and a computer.

SECTION C – STUDENT REQUIREMENTS

23. Is there an expectation for the student(s) to be bilingual? Yes No

24. Can first year law students volunteer for this project? Yes No

25. Please list any law school prerequisites required for this project. (e.g., administrative law, family law, immigration and refugee law.) There are no requirements.

26. Please list any other requirements or expectations for this project. (e.g., professional or academic background, experience, etc.)

There are no requirements, but preference will be given to students who are personable, have strong communication skills, and have experience working with youth.

SECTION D – TO BE COMPLETED BY THE PROGRAM COORDINATOR

27. Which project model(s) most accurately describes this project? If the project has multiple activities, please choose a **maximum of 3** project models. In order to obtain the most accurate data, please only select the project models that describe the majority of the project's activities. If the relevant project model is not indicated below, please contact your Program Officer.

Public Legal Education (presentations, workshops, podcasts, brochures, blogs, etc.)

Research (memoranda used for internal purposes only)

Client services (court forms, shadowing, mock hearings, intake, legal clinic, etc.)

Other (please specify)

28. Which communities does this project serve? Please identify the top **3** communities that this project serves. Please choose the primary (1), secondary (2) and tertiary (3) communities served by writing 1, 2, or 3 next to the community. This will help us understand gaps in our programming, resource allocation and provide us with information for funding proposals and reports. We understand that due to the intersectionality of identities, it is difficult to rank the top three

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communities served. Please note that by ranking, you are not prioritizing any issues, or communities. If you would like to add any comments, please use the comment box below.

1 Children & Youth

- Domestic Violence Survivors
- Women
- Homeless & marginally housed
- Immigrants, refugees & newcomers
- Indigenous (First Nations, Inuit, Métis)

3 LGBTQ+

- Linguistic minorities
- People living in poverty
- People living with disabilities & chronic illnesses
- People living with HIV

2 People living with mental health challenges

- Precariously employed individuals
- Prisoners & former prisoners
- Racialized communities
- Religious minority communities
- Self-represented litigants
- Seniors
- Trans and gender diverse individuals
- Two-Spirit individuals
- Veterans
- Other: General Project – no specific community being served

Project reviewed by On-site Supervisor

Heather Heavin

Signature

July 16, 2024

Date

Note: A final/complete copy of this Project Description Form must be provided to:

- The Organization Contact Person
- The Lawyer Supervisor(s)
- The Student Volunteer(s)
- Your Program Officer at National Office