



Lakehead  
Public  
Schools

Office of the Director

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

**STANDING COMMITTEE**  
**Tuesday, April 10, 2012**  
**Jim McCuaig Education Centre**

Catherine Siemieniuk  
Director of Education

Karen Wilson  
Chair

**AGENDA**

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

		<u>Resource Person</u>	<u>Pages</u>
1.	Call to Order		
2.	Disclosure of Conflict of Interest		
3.	Approval of the Agenda		
4.	Resolve into Committee of the Whole – Closed Session		
5.	<b>COMMITTEE OF THE WHOLE – Closed Session – 6:45 p.m. (SEE ATTACHED AGENDA)</b>		
6.	Delegations/Presentations		
6.1	Trustee Character Award - Dakota Sagutch – Superior Collegiate and Vocational Institute	P. Johansen	Verbal
6.2	Trustee Recognition Awards Westgate Collegiate and Vocational Institute Science Olympians - Reggie Defeo - Bailey Giroux - Ashley Mattice - Dallas Nygard	L. Lukinuk	Verbal
6.3	C.D. Howe Public School - Paws 4 Stories	C. Kappel	1-3

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

**LAKEHEAD DISTRICT SCHOOL BOARD**

		<u>Resource Person</u>	<u>Pages</u>
7.	Confirmation of Minutes		
7.1	Standing Committee Meeting - February 14, 2012	K. Wilson	4-7
8.	Business Arising from the Minutes		

**MATTERS NOT REQUIRING A DECISION**

9.	Information Reports		
9.1	The Achievement Program (047-12)	S. Pharand	8-9
9.2	Aboriginal Education Advisory Committee Meeting Minutes - January 20, 2012	S. Pharand	10-12
9.3	Special Education Advisory Committee Meeting Minutes - February 15, 2012	C. Kappel	13-16
10.	First Reports		

**MATTERS FOR DECISION:**

11.	Postponed Reports		
12.	Ad Hoc and Special Committee Reports		
13.	New Reports		
13.1	Policy Review – 3074 Travel and Reimbursement & 3075 Trustee, School Council Member and Non-Trustee Board Committee Member Expenditure (045-12)	K. Pozihun	17-18

*It is recommended that Lakehead District School Board approve:*

1. *The combining of 3074 Travel and Reimbursement and 3075 Trustee, School Council Member and Non-Trustee Board Committee Member Expenditure into one policy.*

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

Pages

2. *The draft policy be sent out for stakeholder input on April 18, 2012 with input to be received by May 30, 2012; and*
3. *The draft policy be presented at the Standing Committee Meeting of June 12, 2012.*
14. New Business
15. Notices of Motion
16. Information and Inquiries
17. Adjournment

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

**LAKEHEAD DISTRICT SCHOOL BOARD**



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**STANDING COMMITTEE**  
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Karen Wilson  
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**AGENDA**

**COMMITTEE OF THE WHOLE – Closed Session**  
**6:45 P.M. – in the Sibley Room**

	<u>Resource Person</u>	<u>Pages</u>
5.1 Confirmation of Committee of the Whole - Closed Session Minutes		
5.1.1 Standing Committee Meeting - November 8, 2011	K. Wilson	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Negotiations	I. MacRae	Verbal
5.4 Information and Inquiries		
5.5 Rise and Ask Leave to Sit in Public Session		

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

**LAKEHEAD DISTRICT SCHOOL BOARD**



**CELEBRATING STUDENT ACHIEVEMENT**

School: **C.D. Howe Public School**

Title of Initiative: **Paws 4 Stories**

<b>Components of Initiative</b>	<b>School's Details</b>
1. Description of the nature of the initiative to improve student achievement	There is a growing body of literature on the positive benefits for children when incorporating therapy dog programs into classrooms and schools. This initiative promoted student engagement in literacy and developed student empathy. Dogs are ideal reading partners as they are non-judgmental. This opportunity helped students to develop fluency in oral reading as they read to a dog. It also provided them the opportunity to practice their writing skills as they discussed, read and wrote about their canine friend (Friesan, 2010).
2. Rationale for selecting the initiative	The rationale for selecting this initiative was multi-dimensional. The first goal was to instill and reinforce the love of reading in students in a non-judgmental setting that would be comfortable and inviting to students. The second goal was to support our Positive School Wide Behaviour Intervention supports for students at C.D. Howe by helping them develop empathy toward all members of our communities through human-animal interactions. A third goal was to complement our pyramid of interventions for struggling readers, students with special needs and hard to reach students (Transitions and Day Treatment class). Lastly, our intent was to build community partnerships with St. John's Ambulance and Lakehead University.
3. Intended outcomes of the initiative related to improved student achievement	The intended outcome was to engage and motivate students to read in a safe, non-judgmental setting. Our aim was to reduce, reach and support struggling readers and reading anxieties. Developing empathy towards others and animals as well as building community partnerships was a focus.
4. Description of the data used	<ul style="list-style-type: none"> <li>• Handlers reports;</li> <li>• Teacher feedback and testimonials;</li> <li>• Student testimonials;</li> <li>• Articles that support the use of therapy dogs in elementary schools and classrooms; and</li> <li>• Parent feedback-survey at the end.</li> </ul>

Components of Initiative	School's Details
5. <b>Brief</b> description of the significant activities or strategies involved with the initiative	<ul style="list-style-type: none"> <li>• A staff member with the aid of the Principal coordinated the program and arranged students into groups to read every Tuesday with Rowena during the literacy block.</li> <li>• The activity took place in the library as it is a quiet and inviting space.</li> <li>• At the beginning of the first session the handler spent a few minutes on safety around the dog with the students.</li> <li>• The teacher and handler briefly met to discuss expectations of the session.</li> <li>• The handler, dog, and students sat on a blanket on the floor so that the child could sit next to the dog while reading.</li> <li>• Students chose a `just right book` to read to Rowena.</li> <li>• Students were also led to write in their response journals about their shared reading activity with Rowena.</li> </ul>
6. <b>One or two</b> highlights of the above activities	<p>One of the highlights was from a disengaged student who often seemed depressed. Once this student was introduced to Rowena, he always had a smile on his face and was willing to participate and read. As a follow up, it was suggested to his family that the student might enjoy an opportunity to volunteer at the animal shelter.</p>
7. Description of any unexpected results or “moments of serendipity” related to the initiative	<p>The school community was very open to this opportunity and supported this somewhat unconventional way of supporting student learning.</p>
8. Description of <b>one or two</b> interesting findings that would be useful or helpful to other schools	<ul style="list-style-type: none"> <li>• Every Tuesday students were calm and waiting for Rowena to come into the school.</li> <li>• It was noted how gentle and affectionate our most challenging students were when Rowena was in the school and interacting with her.</li> <li>• Many parents and guardians knew details about Rowena from talking to their children and how supportive they were of this initiative and the potential benefits to our students and their learning.</li> </ul>

Components of Initiative	School's Details
9. Identification of <b>one or two</b> noteworthy hurdles or stumbling-blocks	<ul style="list-style-type: none"> <li>• Some students have allergies or a fear of dogs. This was addressed right at the onset of bringing the program into the school by receiving parental consents and having a designated area where the program could take place. We also sent out an information sheet about the program to parents/guardians explaining the nature of the initiative, concerns, and the precautions that were to be taken during the program. (i.e. hand washing before and after a visit with Rowena, grooming and health care of our canine visitor, ensuring that Rowena is on leash at all times with her handler, that she is a certified therapy dog with experience around young children and cultural aversions to dogs).</li> <li>• Parents/Guardians were welcome to call the school with questions or concerns regarding the program.</li> </ul>
10. Next steps in pursuing the initiative	<p>We would like to see this program continue on a yearly basis. We will seek feedback from our students and teachers at the end of the year to determine if they see this as a viable option for our school.</p>
11. Lessons learned about the school's efforts to improve student achievement	<ul style="list-style-type: none"> <li>• Sometimes, it is important to think "outside the box" when exploring opportunities to engage students. We feel that this opportunity has had very positive impacts on student learning and engagement.</li> <li>• We also learned that having such an initiative really builds the culture of inclusion within our school and develops empathy with our students.</li> </ul>

LAKEHEAD DISTRICT SCHOOL BOARD

**MINUTES OF STANDING COMMITTEE**

Board Room  
Jim McCuaig Education Centre

2012 FEB 14

**TRUSTEES PRESENT:**

Karen Wilson (Chair)  
Marg Arnone  
Pat Johansen  
Lori Lukinuk

Deborah Massaro  
Jack Playford  
George Saarinen

**TRUSTEES ABSENT, WITH REGRET:**

Ron Oikonen  
Stephanie Philp (Student Trustee)

**SENIOR ADMINISTRATION:**

Catherine Siemieniuk, Director of Education  
Colleen Kappel, Superintendent of Education  
Ian MacRae, Superintendent of Education  
Sherri-Lynne Pharand, Superintendent of Education  
Kathy Pozihun, Superintendent of Business

**FEDERATION/UNION REPRESENTATIVES:**

Terry Hamilton, OSSTF – TBU  
Rod McGee, CUPE

**PUBLIC SESSION:**

1. Approval of Agenda

Moved by Trustee Massaro

Seconded by Trustee Johansen

*“THAT the Agenda for Standing Committee Meeting, February 14, 2012, be approved.”*

**CARRIED**

2. Trustee Recognition Award – Charles Bishop and Michelle Probizanski

Trustee Wilson, on behalf of the Board, presented Charles Bishop, Education Officer, and Michelle Probizanski, Vice Principal of Superior Collegiate and Vocational Institute, with the Trustee Award of Recognition. Mr. Bishop and Ms. Probizanski received their award for their receipt of the Mayor’s Community Safety and Crime Prevention Education Award.

3. Confirmation of Minutes

Moved by Trustee Saarinen

Seconded by Trustee Arnone

*“THAT the Standing Committee approve the Minutes of the Standing Committee Meeting January 10, 2012.”*

CARRIED

4. Business Arising from the Minutes

Trustee Lukinuk requested further information regarding item number 2 *Grade 9 Mathematics Initiatives and EQAO*. Catherine Siemieniuk, Director of Education, responded that if it is the wish of the Board, further information addressing secondary assessment and evaluation will come to the Board. Trustees, by consensus, agreed to this request.

5. Information Technology Plan – Implementation Update (030-12)

Sherry-Lynne Pharand, Superintendent of Education, introduced Gino Russo, e-Learning Resource Teacher, Naiomi Marks, Literacy Resource Teacher, and Andrew Keene, Information Technology Chair, who provided information regarding the implementation of technology enhancements at Lakehead District School Board. Successes highlighted included: e-Learning, blogs, SMART Board technology, interactive learning, and next steps. All Trustees' questions were addressed.

6. Aboriginal Education Advisory Committee Meeting Minutes – December 15, 2011

Sherry-Lynne Pharand, Superintendent of Education, presented the December 15, 2011 minutes for information.

MATTERS FOR DECISION:

7. School Year Calendar 2012-2013 (026-12)

Moved by Trustee Johansen

Seconded by Trustee Saarinen

*“THAT Lakehead District School Board:*

1. *Approve the proposed 2012 - 2013 Elementary School Year Calendar, Thunder Bay Region, including the opening and closing dates and professional activity days, as described in Appendix A to Report No. 026-12, School Year Calendar 2012-2013.*
2. *Approve the proposed 2012 - 2013 Secondary School Year Calendar, Thunder Bay Region, including the opening and closing dates, professional activity days and examination days, as described in Appendix B to Report No. 026-12, School Year Calendar 2012-2013.*
3. *Approve the proposed 2012 - 2013 Elementary School Year Calendar, Armstrong Public School, including the opening and closing dates and professional activity days, as described in Appendix C to Report No. 026-12, School Year Calendar 2012-2013.*

4. *Approve the proposed 2012 - 2013 Elementary School Year Calendar, Bernier Stokes Public School, including the opening and closing dates and professional activity days, as described in Appendix D to Report No. 026-12, School Year Calendar 2012-2013.*

CARRIED

8. Policy Review - 7070 Employee Assistance Program (028-12)

Moved by Trustee Playford

Seconded by Trustee Johansen

*“THAT Lakehead District School Board revoke Employee Assistance Program Policy 7070.”*

CARRIED

9. Policy Review - 4021 Assessment and Evaluation (029-12)

Moved by Trustee Saarinen

Seconded by Trustee Massaro

*“THAT Lakehead District School Board approve Assessment and Evaluation Policy 4021, Appendix A to Report No. 029-12, as amended.”*

CARRIED

10. Policy Review - 3090 Use of Board Logo (027-12)

Moved by Trustee Johansen

Seconded by Trustee Arnone

*“THAT Lakehead District School Board approve Policy 3090 Use of Board Logo, Appendix A to Report No. 027-12, as amended.”*

CARRIED

11. Information and Inquiries

11.1 Trustee Playford noted that Trustees received correspondence from Ontario Public School Boards' Association (OPSBA) regarding *Accepting Schools Act, 2011 (Bill 13)*. Trustees, by consensus, agreed that this correspondence be included on the next Coordinating Committee agenda.

11.2 Trustee Saarinen inquired if our Board logo is registered. Catherine Siemieniuk, Director of Education, responded that the Board logo is Lakehead District School Board's by policy.

11.3 Chair Massaro reported that she, Vice Chair Wilson, and Director Siemieniuk attended the 2012 Strategic Leadership Conference held on January 18 and 19. Information will be left in the Trustees' Lounge for perusal.

11.4 Trustee Arnone reported that she is participating in United Way Thunder Bay's allocation of monies raised by high schools for youth programs throughout the city.

- 11.5 Trustee Lukinuk requested an update regarding the Council of Ontario Directors of Education (CODE) meeting that was held on November 18, 2011.
- 11.6 Trustees Lukinuk and Saarinen requested information regarding utility costs and savings at Lakehead District School Board. Catherine Siemieniuk, Director of Education, responded that if it is the wish of the Board, information will be provided to Trustees. Trustees, by consensus, agreed to this request.
- 11.7 Trustee Lukinuk inquired if a meeting has been scheduled to discuss the process for Trustees to communicate questions to the Board. Trustees, by consensus, agreed that this inquiry be included on the next Coordinating Committee agenda.

12. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Massaro

*"THAT we do now adjourn at 9:45 p.m."*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2012 APR 10  
Report No. 047-12

TO THE CHAIR AND MEMBERS OF  
THE STANDING COMMITTEE – Public Session

RE: THE ACHIEVEMENT PROGRAM

1. Background

- 1.1 In the spring of 2011, Lakehead University and Lakehead District School Board collaborated to pilot an initiative now identified as the Achievement Program. Lakehead University's intent was to:
- provide financial and educational opportunities for First Nation, Métis, Inuit students and children facing barriers to higher education;
  - encourage students to have educational aspirations and to believe that university is an achievable dream;
  - support student participation and involvement in their community and in extracurricular activities.
- 1.2 The first students given the opportunity to enroll in Lakehead University's Achievement Program were participants in Lakehead District School Board's 2011 Summer Literacy Program. All students received a deposit in their Tuition Credit Account from Lakehead University, which can be accessed when they are ready to attend Lakehead University.

2. Situation

- 2.1 In the fall of 2011, a working group consisting of representatives from Lakehead District School Board and Lakehead University was established.
- 2.2 This working group met to develop the priorities that would inform a Memorandum of Understanding between the two parties.
- 2.3 The intent of the Memorandum is to formally establish a partnership between the two parties in order to collaborate on the development of the Achievement Program.
- 2.4 The Memorandum of Understanding outlines the following as priorities for the Achievement Fund partners:
- identifying and implementing appropriate strategies and programming to increase post-secondary participation and graduation rates of First Nation, Métis, Inuit students and children facing barriers to higher education;
  - establishing requirements for student participation in the Achievement Program;

- establishing sub-committees to organize enrolment, tracking, programming, researching, communication, marketing and fundraising;
- maintaining a Working Group that will annually review the Memorandum.

3. Next Steps

- 3.1 A formal ceremony to sign this Memorandum of Understanding will be held on Wednesday, April 11, 2012 at Sherbooke Public School at 1:00 p.m.
- 3.2 The next group of students, with the opportunity to enroll in the Achievement Program, will be identified by the end of the 2012 school year.

4. Conclusion

The Achievement Program will foster ongoing strong relations between Lakehead District School Board and Lakehead University. This partnership recognizes that improving First Nation, Métis, Inuit students and children facing barriers to higher education outcomes is an essential element to improving the quality of life for children, families and communities.

Respectfully submitted,

ROBIN TABOR-JOHN  
Elementary Program Coordinator

PAUL TSEKOURAS  
Secondary Program Coordinator

NICOLE WALTER-ROWAN  
Program Coordinator

SHERRI-LYNNE PHARAND  
Superintendent of Education

CATHERINE SIEMIENIUK  
Director of Education



**ABORIGINAL EDUCATION ADVISORY COMMITTEE MINUTES**

- DATE:** Friday, January 20, 2012 – Board Room, Education Centre
- MEMBERS PRESENT:** Kathy Beardy, Elliott Cromarty, Serena Essex, Pauline Fontaine, Lori Lukinuk, Sylvia O'Meara, Sherri-Lynne Pharand, Suzanne Tardif, Dolores Wawia
- ALTERNATES PRESENT:** Jennifer Barry, Sylvia Davis, Jane Lower
- ABSENT WITH REGRET:** Jonathan Campeau, Ellen Chambers, Leisa Desmoulins, Lori Laforme, Jack Playford, George Saarinen, Sara Shonias, Robin Tabor-John, Nicole Walter-Rowan, Beverley White-Kokeza
- RESOURCE:** Suzanne Eddy, Amy Farrell, Agnes Hardy, Senator Robert McKay
- GUESTS:** Denise Baxter, Jo-Anne Giertuga, Pat Johansen, Alarice Petawanikweb, Anthony Shapwaykeesic, Cathi Siemieniuk,

AGENDA ITEM	DISCUSSION	ACTION
1. Opening Exercises	<ul style="list-style-type: none"> <li>Dolores Wawia called the meeting to order and Sherri-Lynne Pharand called upon Agnes Hardy to conduct the opening.</li> </ul>	Agnes Hardy
2. Welcome and Introductions	<ul style="list-style-type: none"> <li>Sherri welcomed everyone to the meeting and thanked Agnes Hardy for the opening.</li> <li>Regrets and substitutions were noted and the attendance sheet was circulated.</li> </ul>	
3.1 Approval of Agenda - January 20, 2012	<ul style="list-style-type: none"> <li>Moved by Pauline Fontaine and seconded by Sylvia O'Meara, that the agenda for the January 20, 2012 meeting be approved. Carried.</li> </ul>	
3.2 Approval of Minutes - December 15, 2011	<ul style="list-style-type: none"> <li>Moved by Pauline Fontaine and seconded by Elliott Cromarty, that the minutes of the December 15, 2011 meeting be approved. Carried.</li> </ul>	
4. Correspondence File	<ul style="list-style-type: none"> <li>Correspondence file was circulated. A copy of the Progress Report on the OFNMI Policy Framework can be accessed at the following link:  <a href="http://www.edu.gov.on.ca/eng/aboriginal/SoundFoundation_RoadAhead.pdf">http://www.edu.gov.on.ca/eng/aboriginal/SoundFoundation_RoadAhead.pdf</a> </li> </ul>	

AGENDA ITEM	DISCUSSION	ACTION
<p>5. Presentations:</p> <p>5.1 Ecole Gron Morgan School</p>	<ul style="list-style-type: none"> <li>Denise Baxter, Principal of Ecole Gron Morgan Public School and Jo-Anne Giertuga, Vice-Principal of Ecole Gron Morgan Public School, provided a power point presentation on Supporting Indigenous Learning at Ecole Gron Morgan. The presentation highlighted Community Partnerships, Curriculum Connections, Native as a Second Language and Celebrations. Ecole will be holding their annual Pow-Wow on February 3, 2012 at 1:15 p.m. at the school. An invite was extended to everyone. Sherri thanked Denise and Jo-Anne for their very comprehensive presentation.</li> </ul>	
<p>5.2 Thunder Bay Indian Friendship Centre</p>	<ul style="list-style-type: none"> <li>Anthony Shapwaykeesic, Wasa-Nabin Urban Aboriginal Youth Worker, Thunder Bay Indian Friendship Centre and Alarice Petawanikweb, Co-op Student, Thunder Bay Indian Friendship Centre provided a brief overview of the programs the Centre offers. Anthony has been at the Thunder Bay Indian Friendship Centre for the past three years working with 13 to 18 year old youth. Starting in February of 2012, Anthony will be working with 30-40 students at Ecole Gron Morgan with the StreetWolf program.</li> <li>Sherri thanked Anthony and Alarice for their presentation and the impact that they are having on the Aboriginal youth.</li> </ul>	<p>Judy to contact the Ontario Federation of Friendship Centre in Toronto to see if additional copies can be purchased for the Committee</p>
<p>6. Business Arising from the Minutes:</p> <p>6.1 Alternate AEAC Representative on PIC</p>	<ul style="list-style-type: none"> <li>Consensus was received from the group that in the event Serena Essex is unable to attend the Parent Involvement Committee meeting, Trustee Lukinuk will bring information from PIC to the AEAC Committee.</li> </ul>	<p>Bring forward to next meeting for alternate AEAC representative on PIC</p>
<p>6.2 PIC Funding</p>	<ul style="list-style-type: none"> <li>Sherri informed the group that the Parent Involvement Committee approved \$750.00 funding for AEAC to commence website translation in Ojibwe. The Parent Involvement Committee has respectfully requested that they be acknowledged as a supporter of this project on any publications about the project.</li> </ul>	
<p>7. Ongoing Business:</p> <p>7.1 Handbook Update</p>	<ul style="list-style-type: none"> <li>Due to time constraints, Amy Farrell asked the group to read over the handbook and mark any changes/suggestions they have and bring their copy of the book back to the next meeting. It was suggested to look into cross</li> </ul>	

AGENDA ITEM	DISCUSSION	ACTION
	referencing the handbook with the StreetWolf publication. Amy will check into copyrights.	
7.2 Advocacy Update	<ul style="list-style-type: none"> <li>• Amy advised the group that the Advocacy Parent/Guardian Volunteers will be having a meeting on the evening of February 15, 2012. The purpose of the meeting will be to get a sense of what training sessions they would be interested in taking. The schools will need to know that Advocacy Volunteers are still available. This can be achieved through brochures, pamphlets and news letters in the schools.</li> <li>• Amy advised that there is a need for more volunteers. Currently, seven are confirmed. Consensus was received from the group to place an ad in the newspaper. Bruce Nugent will be sending out a Tip Sheet for parents. It was suggested that mention could be made of the need for volunteers.</li> </ul>	
8. Information and Inquiries	<ul style="list-style-type: none"> <li>• Amy will attend Kindergarten Registration Night at the Valhalla Inn on Monday, February 6, 2012 and attend to the AEAC booth. Dolores offered to attend as well.</li> </ul>	
9. Closing Exercises	<ul style="list-style-type: none"> <li>• Closing exercises were conducted by Senator McKay.</li> </ul>	
10. Next Meeting	<ul style="list-style-type: none"> <li>• Thursday, March 22, 2012, 9:30 a.m. – 12:00 p.m., Board Room, Education Centre.</li> </ul>	All
11. Adjournment	<ul style="list-style-type: none"> <li>• The meeting adjourned at 12:00 p.m.</li> </ul>	

LAKEHEAD DISTRICT SCHOOL BOARD

**SPECIAL EDUCATION ADVISORY COMMITTEE**

Jim McCuaig Education Centre  
Thunder Bay, Ontario

2012 FEB 15

**MEMBERS PRESENT:**

Miranda Myers (Vice Chair)  
Marg Arnone  
Pat Johansen  
Mike Otway

Terry Skinner (Alt)  
Laura Sylvestre  
Susan Ritch (Alt)

**ABSENT WITH REGRET:**

Theresa Graham-Horton  
Sheila Marcinyshyn  
Martha Mawakeesic  
Ron Oikonen  
Jack Playford

**ABSENT:**

Tammy Bobyk  
Colleen Valiquette

**OTHERS PRESENT:**

Sherry-Lynne Pharand  
Andrea Pugliese  
Lori Carson

1. **Call To Order**

Vice Chair Miranda Myers called the meeting to order at 6:00 p.m.

2. **Approval of the Agenda**

Moved by Laura Sylvestre

Seconded by Mike Otway

*"THAT the agenda for the February 15, 2012 SEAC meeting be approved."*

**CARRIED**

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. Presentations

4.1 Mental Health Initiative - L. Carson

Lori Carson, Chair of the Mental Health Steering Committee, provided a Power Point presentation addressing the Mental Health Initiative at Lakehead Public Schools. Items addressed included the background, purpose, values, present situation and next steps of the Mental Health Initiative. Ms. Carson referred to Ministry of Education documents regarding the initiative and indicated she would forward the web link for SEAC members. Questions from members were addressed.

5. Approval of Minutes

Moved by Mike Otway

Seconded by Laura Sylvestre

*“THAT the minutes of the January 18, 2011 SEAC meeting be approved.”*

CARRIED

6. Business Arising From The Minutes

6.1 Kindergarten Registration Evening

Miranda Myers, Vice Chair, Sherri-Lynne Pharand, Superintendent of Education, Mike Otway, VOICE Representative, and Andrea Pugliese, Special Education Officer, provided information on the Kindergarten Registration Evening held on Monday, February 6, 2012 at the Valhalla Inn. The evening was well received by everyone who attended.

7. Correspondence

The correspondence folder was distributed to members.

8. Advocacy Tracking

The Advocacy Tracking template was circulated to members for completion.

9. Request For Input – Draft AQ Course Guidelines

Andrea Pugliese, Special Education Officer, provided information on a request received from the Ontario College of Teachers, requesting input on new course guidelines:

- Teaching Students with Behavioural Needs
- Teaching Students with Communication Needs (Learning Disability)
- Teaching Students with Intellectual Needs (Developmental Disability)
- Teaching Students with Intellectual Needs (Mild Intellectual Disability)
- Teaching Students with Multiple Needs

As input is due by April 12, 2012, it was agreed to have members review the information over the next month and bring back the course guidelines for input at the March 21, 2012 SEAC meeting.

10. Information/Inquiries & Association Reports

10.1 Andrea Pugliese, Special Education Officer, provided information to members on the status of the Special Education Program Review. Prior to the end of March, Focus Groups will be held to receive feedback to assist in the program review. SEAC members will be invited to participate in the Focus Group Sessions.

10.2 Trustee Pat Johansen, inquired if the Street Wolf program, as presented at the Aboriginal Education Advisory Committee, could be presented at a future SEAC meeting.

11. SEAC Budget 2011-2012

The status of the SEAC budget for 2011-2012 was provided to members. Members asked to be provided with the final budget amount for the previous fiscal year. That amount will be provided at the March 21, 2012 meeting. Discussion of how to spend the remaining budget ensued. Mike Otway suggested that the cost of updating the SEAC posters and bookmarks be a future expenditure. Members, by consensus, agreed to have the poster and bookmark reviewed at a future meeting.

12. Policy Review

Andrea Pugliese, Special Education Officer, provided an update on the status of the Anaphylaxis and Administration of Medication policies. The two draft policies will be distributed for stakeholder input on March 7, 2012. Therefore the two draft policies will be brought to the March 21, 2012 SEAC meeting for input.

13. Board Update

Trustee Marg Arnone provided an update on the following Board Meetings:

January 24, 2012 Regular Board Meeting

Items addressed at this meeting included:

- Trustee Recognition Awards to Art and Culture Department at Westgate CVI
- Superior CVI Video Broadcasting and Morning Announcements presentation
- Audit Committee Report and Recommendation

- A report from the Kindergarten Committee
- Approval of policies: Kingfisher Outdoor Education and Special Education
- Establishment of the 2012-2013 Budget Committee

February 14, 2012 Standing Committee Meeting

Items addressed at this meeting included:

- Trustee Recognition Award to Charles Bishop and Michelle Probizanski recipients of the Mayor's Community Safety and Crime Prevention Award
- Information Technology Plan – Implementation Update
- School Year Calendar 2012-2013
- Policy and Procedures: Assessment and Evaluation and Use of Board Logo

14. Adjournment

Moved by Marg Arnone

Seconded by Mike Otway

*“THAT we do now adjourn at 6:55 p.m.”*

CARRIED

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2012 APR 10  
Report No. 045-12

TO THE CHAIR AND MEMBERS OF  
THE STANDING COMMITTEE - Public Session

RE: POLICY REVIEW – 3074 TRAVEL AND REIMBURSEMENT & 3075 TRUSTEE,  
SCHOOL COUNCIL MEMBER AND NON-TRUSTEE BOARD COMMITTEE MEMBER  
EXPENDITURE

1. Background

- 1.1 On December 15, 2009, the Travel and Reimbursement Policy was revised and the Trustee, School Council Member and Non-Trustee Board Committee Member Expenditure Policy was established.
- 1.2 It is the policy of Lakehead District School Board that policy will be developed/reviewed in accordance with Policy Development and Review Policy 2010.
- 1.3 At the June 28, 2011 Regular Board Meeting, the two policies were approved for review. On February 8, 2012, the policies were distributed to stakeholders for input with input received by March 28, 2012. There was no input received.

2. Situation

- 2.1 Upon review of the existing policies, Administration has determined a need to combine the two policies into one.
- 2.2 The new *Broader Public Sector Expenses Directive - Implementation Guide for Ontario School Boards* was received on March 28, 2012. The directives contained in this document will be implemented in the new combined policy and procedures.
- 2.3 In order to facilitate the combination of the existing policies into one, Administration is requesting an extension to the timelines as follows:
  - Draft policy to be sent out for stakeholder input: April 18, 2012;
  - Stakeholder input due: May 30, 2012; and
  - Draft policy for presentation at Standing Committee, June 12, 2012.

## RECOMMENDATION

It is recommended that Lakehead District School Board approve:

1. The combining of 3074 Travel and Reimbursement and 3075 Trustee, School Council Member and Non-Trustee Board Committee Member Expenditure into one policy.
2. The draft policy be sent out for stakeholder input on April 18, 2012 with input to be received by May 30, 2012; and
3. The draft policy be presented at the Standing Committee Meeting of June 12, 2012.

Respectfully submitted,

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