



Office of the Director

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

REGULAR BOARD MEETING NO. 13

Tuesday, June 28, 2016

Jim McCuaig Education Centre

Ian MacRae
Director of Education

Deborah Massaro
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.	COMMITTEE OF THE WHOLE – Closed Session – 7:15 p.m. (SEE ATTACHED AGENDA)		
6.	Report of Committee of the Whole – Closed Session		
7.	Delegations/Presentations		
7.1	Ontario Public School Boards' Association (OPSBA) - Achievement Award Lyndy Stajkowski, Valley Central School	R. Oikonen	Verbal
7.2	Ontario Public School Boards' Association (OPSBA) - Achievement Award - Laura Shannon, Algonquin Avenue Public School	E. Chambers	Verbal
7.3	Trustee Character Award - Laura Shannon, Algonquin Avenue Public School Community Member	K. Wilson	Verbal
7.4	Trustee Character Award - Emma Haliuk, Ecole Gron Morgan Public School Student	M. Arnone	Verbal

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>
7.5	Trustee Recognition Award - Superior Gryphons Cheerleading Team, Superior Collegiate & Vocational Institute	J. Playford	Verbal
8.	Confirmation of Minutes		
8.1	Regular Board Meeting No. 11 - May 24, 2016	D. Massaro	1-5
9.	Business Arising from the Minutes		
<u>MATTERS NOT REQUIRING A DECISION:</u>			
10.	Information Reports		
10.1	Ontario Public School Boards' Association (OPSBA) Report	G. Saarinen	Verbal
10.2	Student Trustee Report	H. Smith	Handout
10.3	Special Education Advisory Committee Meeting Minutes – May 11, 2016	C. Kappel	6-8
10.4	Aboriginal Education Advisory Committee Meeting Minutes – May 19, 2016	S. Pharand	9-12
10.5	Audit Committee Report	D. Massaro	Verbal
10.6	Annual Review of the Plan to Deliver Special Education Programs and Services: 2015-2016 (081-16)	C. Kappel	13-16
10.7	Communications Report (085-16)	B. Nugent	17-23
11.	First Reports		

MATTERS FOR DECISION:

12. Postponed Reports

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

		<u>Resource Person</u>	<u>Pages</u>
13.	Recommendations from the Standing Committee (084-16)	G. Saarinen	24-26
13.1	Approval of Appointments to the Supervised Alternative Learning (SAL) Committee 2016 -2017 (072-16)		
	<i>It is recommended that Lakehead District School Board approve the following appointments to the Supervised Alternative Learning (SAL) Committee for the 2016-2017 school year:</i>		
	<ol style="list-style-type: none"> 1. <i>Colleen Kappel, Superintendent of Education;</i> 2. <i>Kendra Perry, Service Delivery Manager of YES Employment Services, as member; and</i> 3. <i>Wendy Koehler, Executive Assistant of YES Employment Services, as alternate member.</i> 		
13.2	Policy Review – 4040 French Immersion (077-16)		
	<i>It is recommended that Lakehead District School Board approve 4040 French Immersion Policy, Appendix A to Report No. 077-16.</i>		
14.	Ad Hoc and Special Committee Reports		
14.1	Approval of Appointment to the Special Education Advisory Committee (SEAC) (082-16)	C. Kappel	27-28
	<i>It is recommended that Lakehead District School Board approve the appointment of Ron Gernat as a South Side community representative to the Special Education Advisory Committee for the term ending November 30, 2018.</i>		
14.2	Recommendation from the Budget Committee (083-16)	K. Wilson	29
	2016-2017 Budget (080-16)		
	<i>It is recommended that Lakehead District School Board approve the 2016-2017 operating and capital budget of \$133,869,895 as presented, contingent on approval by the Minister of Education.</i>		
15.	New Reports		
16.	New Business		

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

Resource
Person

Pages

- 17. Notices of Motion
- 18. Information and Inquiries
- 19. 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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REGULAR BOARD MEETING NO. 13

Tuesday, June, 28, 2016

Jim McCuaig Education Centre

Ian MacRae
Director of Education

Deborah Massaro
Chair

AGENDA

COMMITTEE OF THE WHOLE – Closed Session

7:15 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 Regular Board Meeting No. 11 - May 24, 2016	D. Massaro	1-2
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Recommendation from the Audit Committee (079-16)	D. Massaro	3-10
5.4 Information and Inquiries		
5.5 Rise and Report Progress		

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

LAKEHEAD DISTRICT SCHOOL BOARD

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF REGULAR BOARD MEETING NO. 11

Board Room
Jim McCuaig Education Centre

2016 May 24
7:30 p.m.

TRUSTEES PRESENT:

Deborah Massaro (Chair)
George Saarinen (Vice Chair)
Marg Arnone
Ellen Chambers

Ron Oikonen
Jack Playford
Trudy Tuchenhausen
Karen Wilson

TRUSTEE ABSENT, WITH REGRET:

Hannah Smith (Student Trustee)

SENIOR ADMINISTRATION:

Ian MacRae, Director of Education
Colleen Kappel, Superintendent of Education
Sherri-Lynne Pharand, Superintendent of Education
David Wright, Superintendent of Business

FEDERATION/UNION REPRESENTATIVES:

Cathy Ferrazzo - Lakehead Principals/Vice Principals
Daniel Denomme - Managers

PUBLIC SESSION:

1. **Approval of Agenda**

Moved by Trustee Arnone

Seconded by Trustee Chambers

"THAT the Agenda for Regular Board Meeting No. 11, May 24, 2016 be approved."

CARRIED

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Wilson

Seconded by Trustee Oikonen

“THAT we resolve into Committee of the Whole – Closed Session with Trustee Massaro in the Chair to consider the following:

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *Regular Board Meeting No. 10*
 - *April 26, 2016*
- *Property Matter (059-16)*
- *Personnel Matter*
- *Negotiations (064-16)*

and that this meeting shall not be open to the public pursuant to Section 207 (2) of the Education Act as amended.”

CARRIED

COMMITTEE OF THE WHOLE – CLOSED SESSION:

3. Committee of the Whole – Closed Session items were dealt with in their entirety.

PUBLIC SESSION:

4. Report of Committee of the Whole – Closed Session

Moved by Trustee Saarinen

Seconded by Trustee Arnone

“THAT the Report of the Regular Board – Committee of the Whole – Closed Session be adopted with the following recommendations therein:

‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Regular Board Meeting No. 10, April, 26, 2016.”

“THAT, the Memorandum of Settlement, as negotiated between the Lakehead District School Board and the Canadian Office and Professional Employees Union Local 454 Bargaining Unit effective September 1, 2014 to August 31, 2017, be ratified by the Board, and that the Officers of the Board be authorized to sign the Agreement on behalf of the Board and affix the corporate seal thereto.”

CARRIED

5. Trustee Character Award – Alison Hart – Crestview Public School

Trustee Saarinen, on behalf of the Board, presented Alison with the Trustee Character Award. Alison was recognized for her commitment and dedication to Lakehead Public Schools.

6. Algonquin Public School – FNMI Collaborative Inquiry – Fostering Initiative

Sherri-Lynne Pharand, Superintendent of Education, introduced Todd Miller, principal of Algonquin Public School and Joanna Jewell, Algonquin Public School teacher, who presented information regarding *FNMI Collaborative Inquiry – Fostering Initiative*. All trustees' questions were addressed

7. Confirmation of Minutes

Moved by Trustee Oikonen

Seconded by Trustee Saarinen

“THAT Lakehead District School Board approve the Minutes of Regular Board Meeting No. 10, April 26, 2016.”

CARRIED

MATTERS NOT REQUIRING A DECISION:

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

Trustee Saarinen, Ontario Public School Boards' Association Director and voting delegate, informed the Board that the Annual General Meeting will be held on June 10 to 11, 2016 in Toronto.

9. Student Trustee Report

Due to the absence of Student Trustee Smith, Chair Massaro presented the report.

10. Success Advisory Committee (SAC) Report

Trustee Wilson, the trustee representative on the Success Advisory Committee, presented a verbal report highlighting the May 5, 2016 meeting.

11. Adult & Continuing Education (058-16)

Colleen Kappel, Superintendent of Education, introduced Daniel Denomme, Manager, Lakehead Adult Education Centre, who presented the report. All trustees' questions were addressed.

12. Aboriginal Education (062-16)

Sherri-Lynne Pharand, Superintendent of Education, introduced Anika Guthrie, Aboriginal Education Resource Teacher, Nicole Walter-Rowan, Program Coordinator, and Jane Lower, Student Success Leader, who presented the report. All trustees' questions were addressed.

13. English Language Learners (063-16)

Sherri-Lynne Pharand, Superintendent of Education, introduced Sari Johnston, Secondary English Language Learners Teacher, Inga Anderson-Foster, Elementary Resource Teacher, and Donica LeBlanc, Supervising Principal, who presented the report. All trustees' questions were addressed.

14. Information Technology – Update (065-16)

Sherri-Lynne Pharand, Superintendent of Education, introduced Eric Fredrickson, Chair, Information Technology Committee and Dave Covello, Manager, Information Technology and Corporate Planning, who presented the report. All trustees' questions were addressed.

MATTERS FOR DECISION:

15. Recommendation from the Standing Committee (061-16)

Approval of Standing Committee and Regular Board Meeting Schedule 2016-2017 (048-16)

Moved by Trustee Saarinen

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve the revised Standing Committee and Regular Board Meeting Schedule 2016-2017, as set out in Appendix A to Report No. 048-16.”

CARRIED

16. Recommendation from the Standing Committee (061-16)

2016 To 2024 Policy Review Schedule (056-16)

Moved by Trustee Saarinen

Seconded by Trustee Tuchenhausen

“THAT Lakehead District School Board approve the 2016 to 2024 Policy Review Schedule, Appendix A to Report No. 056-16.”

CARRIED

17. Recommendation from the Standing Committee (061-16)

Policy Review – 3026 Budget Variance (055-16)

Moved by Trustee Saarinen

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve 3026 Budget Variance Policy, Appendix A to Report No. 055-16.”

CARRIED

18. Recommendation from the Standing Committee (061-16)

Approval of Appointment to the Special Education Advisory Committee (SEAC)
(057-16)

Moved by Trustee Saarinen

Seconded by Trustee Chambers

“THAT Lakehead District School Board approve the appointment of Wilma Kleynendorst as member to the Special Education Advisory Committee representing Dilico Anishinabek Family Care for the term ending November 30, 2018.”

CARRIED

19. Information and Inquiries

19.1 Vice Chair Saarinen reported that Trustees attended the Grade 8 Award of Excellence banquet on May 19, 2016.

20. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Oikonen

“THAT we do now adjourn at 9:35 p.m.”

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD
SPECIAL EDUCATION ADVISORY COMMITTEE

Embassy Ballroom, Victoria Inn
Thunder Bay, Ontario

2016 MAY 11

MEMBERS PRESENT:

Laura Sylvestre (Chair)	Kelly Matyasovszky
Angela Hill	Liz Tod
Cory Koski	Trustee Trudy Tuchenhausen
Sheila Marcinyshyn	

ABSENT WITH REGRET:

Trustee Marg Arnone
Theresa Graham
Judy Kay
David Fulton
Mike Otway

OTHERS PRESENT:

Colleen Kappel
Ron Gernat

1. **Call to Order**

Laura Sylvestre, Chair of SEAC, called the meeting to order at 6:00 p.m.

2. **Approval of the Agenda**

Moved by Angela Hill

Seconded by Liz Tod

“THAT the agenda for the May 11, 2016 SEAC meeting be approved.”

CARRIED

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. **Approval of the Minutes – April 20, 2016**

Moved by Liz Tod

Seconded by Trustee Trudy Tuchenhausen

“THAT the minutes of the April 20, 2016 SEAC meeting be approved.”

CARRIED

5. Business Arising From the Minutes

5.1 SEAC Community Representatives

Colleen Kappel, Superintendent of Education, advised that the SEAC Community Representative process and application were approved by the Board at the April 26, 2016 Regular Board Meeting. The application was advertised through the Lakehead Social Planning Council 211 database, in school newsletters and on the board website. The deadline for applications is June 3, 2016. It is hoped to have new members in place for the September 2016 meeting.

5.2 Provincial and Demonstration Schools Resources

Colleen Kappel, Superintendent of Education, informed members that Lori Carson, Special Education Officer has been looking into the resources available to school boards. Further information will be brought back to a future SEAC meeting.

5.3 North and South Side Accommodation Reviews

Angela Hill, SEAC representative on the North Side Accommodation Review Committee (ARC) and Kelly Matyasovszky, SEAC representative on the South Side Accommodation Review Committee (ARC), reminded members to respond to the email that was sent requesting input from SEAC members prior to the next ARC working meetings scheduled for May 31st (North Side) and June 1st (South Side).

5.4 Special Education Focus Group on Accommodation Review

Angela Hill, SEAC representative on the North Side Accommodation Review Committee (ARC) and Kelly Matyasovszky, SEAC representative on the South Side Accommodation Review Committee (ARC), provided information on the Special Education Community Consultation meeting that took place on Monday, May 9, 2016. A handout was provided that highlighted the feedback obtained and included opportunities and challenges for programming for students and facilities. The main issue identified was safety. Questions from members were addressed.

6. Correspondence

The folder was distributed for members' perusal.

7. Advocacy Tracking

The advocacy tracking template was circulated for member completion.

8. Information/Inquiries & Association Reports

8.1 Liz Tod, Options Northwest Representative, provided information on a program with Community Living Thunder Bay where high school students

with developmental disabilities engage in summer employment. Last year five students participated. For 2016, there are 25 spots available for students.

- 8.2 Laura Sylvestre, Chair of SEAC, provided information on the PIC Regional Symposium which will take place on Saturday, May 14, 2016. The agenda was distributed for member review.

9. Status of SEAC Budget 2015-2016

The status of the 2015-2016 SEAC budget was provided to members.

10. Adjournment

Moved by Kelly Matyasovszky

Seconded by Liz Tod

“THAT we do now adjourn at 6:16 p.m.”

CARRIED



ABORIGINAL EDUCATION ADVISORY COMMITTEE MINUTES

DATE: Thursday, May 19, 2016, Board Room, Education Centre

MEMBERS PRESENT: Sherri-Lynne Pharand, Dolores Wawia, Serena Essex, Pauline Fontaine, Sharon Kanutski, Helaina Kwandibens, Robin Haliuk, Nicole Walter Rowan, Cathy Ferrazzo, Neil Workman, Kathy Beardy, Elyse Big George, Elliott Cromarty

ABSENT WITH REGRET: Beverley White-Kokeza, Donnalee Morettin, Suzanne Tardif, Trustee George Saarinen, Rita Fenton, Jane Lower, Lawrence Baxter, Dr. Amy Farrell-Morneau, Anika Guthrie, Jason Pilot, Chris Ooshag

ABSENT: Mike Judge, Elder Isabelle Mercier, Trustee Karen Wilson, Trustee Ellen Chambers

GUESTS: Gerry Martin, Brittany Collins - Education Assistant at FWFN

	AGENDA ITEM	DISCUSSION	ACTION
1.	Opening Ceremonies	Sherri-Lynne Pharand called the meeting to order and asked Elder Gerry Martin to conduct the opening at 9:35 a.m.	Gerry Martin
2.	Welcome and Introductions	<p>Sherri-Lynne welcomed everyone, including our guests. She thanked Gerry Martin for the opening.</p> <p>Regrets and substitutions were noted and the attendance sheet was circulated.</p>	
3.	Agenda / Minutes		
	3.1 Approval of Agenda – May 19, 2016	<p>Moved by Robin Haliuk and seconded by Pauline Fontaine that the agenda for the May 19, 2016 meeting be approved.</p> <p>Carried.</p>	
	3.2 Approval of Minutes – March 30, 2016	<p>Moved by Robin Haliuk and seconded by Pauline Fontaine that the minutes for the March 30, 2016 AEAC meeting be approved.</p> <p>Carried.</p>	

	AGENDA ITEM	DISCUSSION	ACTION
4.	Correspondence	The correspondence file was circulated.	
5.	Presentations		
	Board Report	<p>Sherri-Lynne Pharand gave some background information on the Student Achievement Report that is brought to the Board in October and April each year.</p> <p>Nicole Walter Rowan gave a thorough overview of 051-16 Student Achievement Mid-Year Report which was presented to the Board in April 2016, with particular emphasis on Aboriginal students. She explained that the data was accumulated from report cards for this report. In October, EQAO results will also be incorporated. Sherri-Lynne noted that not all Boards in the province have their self ID process as solid as ours. She reminded the committee that the data is system wide, but students' progress is tracked individually by their principal and their teachers in order to help them be successful in school and life in general. This speaks to why our work in AEAC is so important. We are working hard on how we are helping our Aboriginal students achieve their dreams. The ultimate goal is that students are strong, self-confident graduates who have choices in their lives.</p> <ul style="list-style-type: none"> • All questions were addressed. 	<p>Sherri-Lynne Pharand</p> <p>Nicole Walter Rowan – Program Coordinator</p>
6.	Roundtable Discussion		
		<p>RACISM – Conversation and brainstorming session</p> <p>At our last meeting, the Co-Chair expressed concern regarding the existence of racism in our community and our schools. Sherri-Lynne noted that we have worked on education and training but we haven't gotten rid of racism. Racism is a reflection of society and racism is present in Thunder Bay.</p> <p>The committee divided into two groups for discussion. Each group included an elder, student, parent, administrator and community member. Pauline and Nicole acted as recorders and reported back with the main points in their discussion.</p>	<p>Sherri-Lynne Pharand</p> <p>Dolores Wawia</p>

	AGENDA ITEM	DISCUSSION	ACTION
		The discussion will continue at the June AEAC meeting where we explore how we can help staff, students and families. The suggestions will be incorporated into the AEAC work plan.	
7.	Business Arising from the Minutes		
	7.1	There was no business arising from the Minutes.	
8.	New Business		
	8.1 Proposed Calendar for 2016 - 2017	<p>The proposed calendar for 2016-2017 was reviewed by the committee:</p> <ul style="list-style-type: none"> ➤ Thursday, September 15, 2016 ➤ Thursday, November 17, 2016 ➤ Thursday, December 15, 2016 ➤ Thursday, February 16, 2017 ➤ Thursday, March 30, 2017 ➤ Thursday, May 18, 2017 ➤ Thursday, June 8, 2017 <p>Moved by Serena Essex and seconded by Helaina Kwandibens that the proposed calendar for 2016 – 2017 AEAC Meetings be approved.</p> <p>Carried</p>	
	8.2 Nomination for 2016 – 2017 PIC	The Parent Involvement Committee asked for a member and an alternate for the 2016 – 2017 year. The meetings will take place in November, January, March, May, June, September, and October. Sharon Kanutski volunteered to continue her role as the AEAC member on this Committee and Serena Essex agreed to continue as the alternate member.	
9.	Ongoing Business		
	9.1 ARC (North)	Report from North ARC AEAC Representatives who attended the April 11 th Public Meeting at Superior CVI. (The ARC-South Public Meeting was discussed at the March 30 th AEAC meeting.)	Serena Essex Gerry Martin

	AGENDA ITEM	DISCUSSION	ACTION
		<p>Serena Essex and Gerry Martin shared information about the meeting.</p> <ul style="list-style-type: none"> All questions were addressed. 	
	9.2 ARC (South and North)	<p>Report from both North and South Reps re working meetings ... work on presentations that will be given on May 31 (N) and June 1 (S) at the next working meetings.</p> <p>Pauline Fontaine and Serena Essex shared information about the working meetings they attended. They explained that they will be making a presentation at the next Working Meeting and asked the committee for input for their presentations. Many good suggestions were offered. If AEAC members have more points for consideration, they were asked to forward them to Brenda Barradell prior to May 31, for inclusion in their reports</p>	<p>Pauline Fontaine Serena Essex</p> <p>Brenda will forward all replies to the appropriate ARC representative.</p>
	9.3 Updates	<ul style="list-style-type: none"> NAD Education Day – June 1 – Anika shared information regarding events that will take place on June 1 at Lakehead University (the Agora). Students will be arriving at 9:45 a.m. Everyone is welcome to attend. National Aboriginal Day is on June 21 at Marina Park. Connecting Anishnaabe and Western Ways of Knowing in Mathematics project – deferred to June meeting Grade 4 PD – deferred to June meeting Native Awareness Training sessions with George Couchie (March/April) – deferred to June meeting 	Anika Guthrie
10.	Information and Inquiries	<ul style="list-style-type: none"> AYARA – Sherri-Lynne expressed her pride that twenty-one (21) of our students were honoured at the Aboriginal Youth and Recognition Awards banquet. 	
11.	Closing Ceremonies	Gerry Martin closed the meeting with a prayer.	
12.	Next Meeting:	Thursday, June 9, 2016	
13.	Adjournment:	The meeting adjourned at 12:05 p.m.	

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2016 JUN 28
Report No. 081-16

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

RE: ANNUAL REVIEW OF THE PLAN TO DELIVER SPECIAL EDUCATION PROGRAMS
AND SERVICES: 2015-2016

1. Background

- 1.1 On January 27, 2000, the Minister of Education announced the government's plans for improving the quality of Special Education programs and services in Ontario and for ensuring greater accountability in the area of Special Education.
- 1.2 This year, Boards have been requested to update the 2015-2016 Special Education Plan based on a checklist provided by the Ministry of Education. In addition, Boards must submit the checklist and the Special Education Plan for the 2016-2017 school year. As per Regulation 464/97, School Boards must continue to consult with their Special Education Advisory Committee.

2. Situation

- 2.1 The Special Education Plan is posted on the Lakehead Public Schools website.
- 2.2 Special Education Advisory Committee (SEAC) members were consulted at their June 15, 2016 meeting on the updates using the checklist provided (see Appendix A). These amendments will be submitted to the Ministry of Education by July 31, 2016.
- 2.3 Amendments to the Plan include:
 - Section 5 – Identification, Placement and Review Committee Process and Appeals – updated 2015-2016 Numbers;
 - Section 13 – Staff Development – Professional Development Overview;
 - Section 14 – Equipment – updated link to SEA Guidelines;
 - Section 17 - SEAC – updated membership list and contact information;

3. Conclusion

Lakehead District School Board will continue to deliver high quality programs and services to students with special needs.

Respectfully submitted,

LORI CARSON
Special Education Officer

COLLEEN KAPPEL
Superintendent of Education

IAN MACRAE
Director of Education

2016-17 Special Education Plan Checklist
Please submit to your regional office by July 31, 2016

District School Board:		
Lakeland DSB		
Compliance with the <i>Standards for School Boards' Special Education Plans (2000)</i>	Report on the provision of Special Education Programs and Services 2015-16	Amendments to the 2016-17 Special Education Plan
Special Education Programs and Services		
Model for Special Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Identification, Placement, and Review Committee (IPRC) Process	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Special Education Placements Provided by the Board	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Individual Education Plans (IEP)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Special Education Staff	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Specialized Equipment	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Transportation for Students with Special Education Needs	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Transition Planning	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Provincial Information		
Roles and Responsibilities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Categories and Definitions of Exceptionalities	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Provincial and Demonstration Schools in Ontario	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Other Related Information Required for Community		
The Board's Consultation Process	<input checked="" type="checkbox"/>	<input type="checkbox"/>
The Special Education Advisory Committee (SEAC)	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Early Identification Procedures and Intervention Strategies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Educational and Other Assessments	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Coordination of Services with Other Ministries or Agencies	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Specialized Health Support Services in School Settings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Staff Development	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Accessibility (AODA)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Parent Guide to Special Education	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Where programs and services have not been provided as outlined in the 2015-16 Special Education Plan, please provide a description of the variance:		

Additional Information:	
Protocol for Partnerships with External Agencies for Provision of Services by Regulated Health Professionals, Regulated Social Service Professionals, and Paraprofessionals (PPM 149) posted on school board website.	<input checked="" type="checkbox"/>
Special education is included in our ongoing self-improvement with respect to the Board Improvement Plan for Student Achievement.	<input checked="" type="checkbox"/>

Document:	Format:	Please indicate the URL of the document on your website (if applicable)
Special Education Plan	<input checked="" type="checkbox"/> Board Website <input type="checkbox"/> Electronic file <input type="checkbox"/> Paper copy	www.lakeheadschools.ca/special-education/special-education-plan/
Parent Guide to Special Education	<input checked="" type="checkbox"/> Board Website <input type="checkbox"/> Electronic file	www.lakeheadschools.ca/special-education-guide-for-parents-and-students/
Protocol for Partnerships with External Agencies for Provision of Services by Regulated Health Professionals, Regulated Social Service Professionals, and Paraprofessionals (PPM 149)	<input type="checkbox"/> Board Website <input checked="" type="checkbox"/> Electronic file	

Name of the Director of Education

Ian MacRae

Signature of the Director of Education

Ian MacRae

Date

June 28, 2016

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2016 JUNE 28
Report No. 085-16

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

RE: COMMUNICATIONS UPDATE

1. Background

- 1.1 Lakehead District School Board is committed to establishing and maintaining effective communications with target audiences and community stakeholders in accordance with the 2015-2018 Strategic Plan.
- 1.2 Lakehead District School Board has demonstrated its commitment and dedication to open and clear communication through the position of the Communications Officer and through ongoing communications processes.
- 1.3 Effective communication with our valued stakeholders is facilitated through a number of proven communication methods including:
 - media relations;
 - website;
 - social media;
 - advertising/marketing campaigns;
 - publications and documents; and
 - video productions.
- 1.4 The goals of the Lakehead Public Schools communication efforts include:
 - promote Lakehead Public Schools as an educational leader in the district and in Ontario;
 - increase the profile of our students, staff, and schools;
 - encourage and support parent and community involvement/engagement within the Lakehead Public Schools system;
 - promote effective communications with our internal and external audiences; and
 - advocate for and support the ideals of public education.

1.5 Communications processes have played key roles in a number of organizational defining initiatives including:

- student recruitment and retention efforts;
- Lakehead Public Schools brand development;
- parental engagement efforts;
- mission, vision and values development;
- character education; and
- school renewal.

1.6 Ongoing and innovative communications efforts support the mission, vision, values and strategic direction of Lakehead District School Board.

2. Situation

2.1 At the June 14, 2016 Regular Board Meeting, the Board received the revised 2015-2018 Strategic Plan. Student Achievement and Well-Being is supported through the pillars of Learning, Engagement and Environment.

2.2 Communications is an integral component of the Engagement pillar.

2.3 In order to realize the communications related objectives within the Engagement pillar, the following two goals were developed:

2.3.1 Goal 1

Strengthen and broaden communication with students, staff and community members through enhanced communications methods and practices by:

- continuing to refine and further develop the ongoing social media strategy to meet the needs of our stakeholders;
- continuing to develop the website to ensure that it meets the needs of stakeholders and is consistent with technological trends;
- encouraging reciprocal communication between home and school;
- enhancing communication through the strengthening of community relationships;
- formalizing communication practices with schools and system regarding the use of technology;
- supporting schools to identify target audiences for communication;
- enhancing the student voice in our communication with the community; and

Promoting specialized programs to target audiences using the appropriate communication methods.

2.3.2 Goal 2

Support a communication plan that focuses on student and staff achievement by:

- developing an ongoing and comprehensive communication plan that promotes and celebrates the commitment to the vision, mission, and values, and enhances communication with our stakeholders; and
- continuing to work with stakeholder and staff groups to promote student, staff, and system achievements.

2.4 Goal 1 is supported through the following initiatives:

2.4.1 Media Relations

The achievements of our students, staff and schools continue to be celebrated and promoted through news releases, media advisories, and the internal newsletter “This Week at Lakehead Public Schools”. The various communications methods are used to tell success stories to immediate and broader stakeholders. Since September 2015, over 105 media opportunities in the form of news releases and media advisories have been issued. Significant media coverage has resulted. This does not include media initiated inquiries.

2.4.2 Social Media

The use of social media for official Lakehead Public Schools communications purposes continues to grow and flourish. Twitter and Facebook are the mainstays for communications with the varied stakeholders. Currently, Lakehead Public Schools has 2,743 followers on Twitter and 1,569 likes on Facebook. Other platforms like Slideshare and YouTube are also used to varying extents. Social media provides an avenue for the Board to immediately share important information and allows for interaction with participating stakeholders. Each post can be tracked for effectiveness and reach through readily available analytics. For example, between September 1 and June 17, Lakehead Public Schools Twitter account earned 231,000 impressions.

Advertising through Facebook has provided a new avenue to reach specifically targeted demographics for numerous events including Kindergarten registration and secondary school open houses. A Kindergarten registration ad was targeted to females aged 20 to 45 and ran from December 5, 2015 to February 5, 2016. For \$566.33, the ad was viewed by 26,025 people and resulted in 1,230 visits to the website. A secondary school open house campaign was targeted to local residents over the age of 13 from February 11 to March 3. For \$419.33, the ad was viewed by 22,870 people resulting in 503 visits to the website.

Many schools are currently using social media with all schools using social media this coming Fall. Principals will be working with members of the Technology Committee to initiate Twitter and Facebook accounts in the coming weeks.

2.4.3 Website

Lakehead Public Schools website, www.lakeheadschoools.ca, was converted to the current site in 2014. The website is built on a WordPress platform and is the foundation of the Board's digital communications efforts. The platform allows for easy to change text and graphics and can be easily revised or updated remotely making it an invaluable communication tool during emergency events like weather related school closures or bus cancellations. All Twitter tweets and videos posted to Youtube are automatically posted on the website. Through analytical programs like Google Analytics, staff are able to access accurate usage information to measure the effectiveness of the site.

2.4.4 Video

Over the past year, a number of video productions were completed. In December, a new version of the Welcome to Kindergarten video was completed in advance of Kindergarten registration week in February. The third version of the Kindergarten video continued to illustrate a typical day in a Lakehead Public Schools' Kindergarten classroom. The video is an important component of the Kindergarten registration campaign and was made available to families on the Board website, YouTube channel, Twitter and Facebook.

Video projects were also completed over the year with a focus on the opportunities available to secondary students through Specialist High Skills Major Programs, the Ontario Youth Apprenticeship Program and Summer Company. The videos are targeted to current and future secondary school students and their families and posted and promoted on the Board website and social media channels. Further video productions for additional promotion of specialized programming is being planned for the Fall.

2.4.5 We Stand Up

Student voice was once again strong and proud on May 4, 2016 as close to 1,400 students in Grades 7 to 10 from 45 secondary and elementary schools from the city and region converged on the Thunder Bay Community Auditorium to learn and encouraged to be "better humans." A number of local and national speakers and performers electrified the audience with their inspirational messages on various social justice related topics. A vibrant and diverse student planning committee ensured that the event was once again exciting and successful.

Sponsors of We Stand Up included Lakehead Public Schools, Thunder Bay District Catholic School Board, Tbaytel, Thunder Bay Crime Prevention Council, Thunder Bay District Crime Stoppers and Country 105/Magic 99.9.

2.4.6 Tbaytel Partnership

The technology partnership between Lakehead Public Schools and Tbaytel was celebrated through a video and a series of shorter video clips produced by Generator Advertising. The main video was filmed at Westmount Public School with shorter clips filmed at Westgate Collegiate and Vocational Institute. While the intent was to celebrate the partnership between Lakehead Public Schools and Tbaytel, the project also provided the opportunity to highlight the cutting edge technology used in our schools each and every day. The Westmount video can be viewed on the Lakehead Public Schools website and Twitter and Facebook accounts.

2.5 Goal 2 is supported through the following initiatives:

2.5.1 Communications Plans and Campaigns

Comprehensive communications plans and campaigns were developed for a number of initiatives throughout the year. Each of the plans identified stakeholders, goals, objectives, key messages and communications vehicles.

Some of the communications campaigns over the year included:

- renewal plan;
- Kindergarten registration week; and
- school cash online.

Methods to reach the various stakeholders included:

- website;
- social media channels;
- media relations;
- synervoice;
- television, radio and print advertising; and
- flyers home.

2.5.2 Long Term Marketing/Communications Strategy

The Centre of Excellence for Public Sector Marketing (CEPSM) has been hired to work with staff to develop a Long Term Marketing/Communications Strategy for Lakehead Public Schools. CEPSM previously developed the Lakehead Public Schools Social Media Strategy and the Lakehead Public Schools International brand identity.

A formal work plan was created and contains the following actions:

- key document review;
- stakeholder interviews;
- high-level digital presence audit;
- primary research survey with stakeholders;
- development of a situation analysis;
- collaborative planning sessions; and
- development of an overarching marketing strategy.

It is anticipated that the marketing strategy will be complete and ready for implementation for the Fall of 2016.

2.5.3 Director's Annual Report

The Director's Annual Report is completed each year following the December Annual or Inaugural Board Meeting. The document is a "report card" of the progress of the Operational Plan objectives under the pillars of Learning, Engagement and Environment that directly support Student Achievement and Well-Being. Due to the significant cost of printing, only a small number of the reports are printed; however, the document is posted in its entirety on the Board website as per Ministry of Education requirements.

2.5.4 Attendance Campaign

In partnership with the eight local and regional boards, Lakehead Public Schools is coordinating a multimedia campaign with the purpose of improving student attendance by reinforcing the importance of going to school every day. "The Every School Day Counts" campaign is specifically targeted to students in elementary and secondary school with the secondary target audience to include school staff, parents/guardians and the broader community. A marketing firm has been hired and a creative brief has been completed with the strategy to be further refined throughout the summer. It is anticipated that the campaign will be strategically focused on reaching the primary audience through various social media platforms. The project will be funded through The Thunder Bay Region Managing Information for Student Achievement (MISA) Professional Network Centre and will be launched in September 2016, which is also Attendance Awareness Month.

2.5.5 Lakehead Public Schools Foundation and Lakehead Public Schools International Foundation

The Communications Officer holds a Director position with both the Lakehead Public Schools Foundation and the Lakehead Public Schools International Foundation.

The Lakehead Public Schools Foundation continues to raise funds to be used to benefit Lakehead Public Schools student bursaries, the Grade 8 Award of Excellence and the School Assistance Fund. The primary source of funding for the Lakehead Public Schools Foundation continues to be the annual golf tournament which will be held this year on August 22.

The Lakehead Public Schools International Foundation is a new foundation with the mandate of supporting and providing guidance to Lakehead Public Schools International. Progress to date includes the completion of Foundation by-laws and a work plan.

3. Next Steps

3.1 Increased use of Social Media

3.1.1 The focus on social media will continue for Lakehead Public Schools communications. The strategic use of analytics will be further employed to ensure that there is adequate return on investment.

3.1.2 School based social media efforts will be integrated into the overall Lakehead Public Schools Social Media Strategy.

3.2 Continued Assessment and Evaluation of Communications

3.2.1 The nature and practice of communications continues to evolve. As such, the communications efforts of Lakehead Public Schools must be assessed and evaluated at regular intervals.

3.2.2 The Long Term Marketing/Communications Strategy process will provide critical insights on the communications preferences and needs of the various stakeholders. This information will provide opportunities to improve, enhance and expand communications.

4. Conclusion

Lakehead Public Schools is committed to strengthening communications practices to effectively communicate to the varied and diverse target audiences.

The Communications Officer will continue to work with staff and advisory groups to enhance communications at all levels.

Respectfully submitted,

BRUCE NUGENT
Communications Officer

Ian MacRae
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2016 JUN 28
Report No. 084-16

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

RE: RECOMMENDATIONS FROM THE STANDING COMMITTEE

Background

The following reports were received at the Standing Committee Meeting of June 14, 2016 and have been referred to the Board for approval. The recommendations are as follows:

APPROVAL OF APPOINTMENTS TO THE SUPERVISED ALTERNATIVE LEARNING (SAL) COMMITTEE 2016 -2017 (072-16)

It is recommended that Lakehead District School Board approve the following appointments to the Supervised Alternative Learning (SAL) Committee for the 2016-2017 school year:

1. *Colleen Kappel, Superintendent of Education;*
2. *Kendra Perry, Service Delivery Manager of YES Employment Services, as member; and*
3. *Wendy Koehler, Executive Assistant of YES Employment Services, as alternate member.*

POLICY REVIEW – 4040 FRENCH IMMERSION (077-16)

It is recommended that Lakehead District School Board approve 4040 French Immersion Policy, Appendix A to Report No. 077-16.

Respectfully submitted,

GEORGE SAARINEN
Chair
Standing Committee

CURRICULUM AND INSTRUCTION**4000***JUNE 28, 2016 - DRAFT***FRENCH IMMERSION POLICY****4040****1. Rationale**

Lakehead District School Board operates a Core Program from Grades 4 to 12 which allows students to develop communication skills in French and an understanding of the culture of French speaking societies.

A French Immersion Program goes further and allows children to become functionally bilingual. Children will be able to take further education with French as the language of instruction at the post-secondary level or accept employment using French as the working language.

An Immersion program is offered for students whose parents/guardians desire this alternative for their children's education.

2. The Policy

It is the policy of Lakehead District School Board to operate an Early French Immersion Program intended for students whose first language is not French. The Board will also offer a Continuing French Immersion program suitable for students graduating from the Early French Immersion program or to any other students deemed capable of profiting from the programs.

3. Definitions

The Early French Immersion program begins in Senior Kindergarten and requires that all instruction in the first two years be carried on in French. English is introduced for approximately one quarter of the day through the remainder of the primary and lower junior divisions, until it reaches approximately one-half the day in Grades 6, 7 and 8 where the instruction is in English for approximately one half of the day.

Continuing French Immersion is a term applied to the continuation of French Immersion at the secondary school level.

The Ontario Curriculum expectations apply, but the language of instruction in each French Immersion course is fully in French.

4. Guidelines**Early Immersion**

4.1 The Early French Immersion Program (Elementary) will be considered a Senior Kindergarten – Grade 8 program.

4.2 The Early French Immersion Program shall be offered subject to adequate enrolment and the availability of qualified staff, at locations designated by the Board.

CURRICULUM AND INSTRUCTION**4000***JUNE 28, 2016 - DRAFT***FRENCH IMMERSION POLICY****4040**

- 4.3 To provide the most appropriate program for students experiencing significant difficulties, compounded by learning a second language, the principal may recommend to parents/guardians a transfer of the student to the English program.
- 4.4 Where applicable the Early French Immersion Program will operate under the same principles of school organization as other JK - 8 schools within Lakehead District School Board.
- 4.5 In the dual track elementary school, French Immersion and English programs will be staffed separately.
- 4.6 Students in the urban area will be transported from designated neighbourhood pick-up points to the French Immersion schools. Transportation for rural students will be provided where suitable arrangements can be made at a reasonable cost to the Board.

Continuing French Immersion

- 4.7 The Continuing French Immersion Program will be considered a Grade 9 - 12 program.
- 4.8 The Continuing French Immersion Program will be available to graduates of an elementary French Immersion Program or to any student deemed capable.
- 4.9 The Continuing French Immersion Program shall be offered subject to adequate enrolment and the availability of qualified staff, at a location(s) designed by the Board.
- 4.10 Courses will normally be offered at the academic and university level until such time as numbers warrant.
- 4.11 The course selection will be on a limited program basis until such time as numbers warrant.
- 4.12 The secondary facility at which the program is housed will be staffed as one school.

5. Review

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

<u>Cross Reference</u>	<u>Date Approved</u>	<u>Legal Reference</u>
3040	October 1985	_____
Bd. Resolution March 6, 1984	<u>Date Revised</u> June 24, 2008	_____

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2016 JUN 28
Report No. 082-16

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

RE: APPROVAL OF APPOINTMENT TO THE SPECIAL EDUCATION ADVISORY
COMMITTEE (SEAC)

1. Background

- 1.1 According to Reg. 464/97 of the Education Act, the Board must establish a Special Education Advisory Committee.
- 1.2 Membership on SEAC is determined by the regulation:
 - no more than 12 representatives and alternate representatives of local associations that operate within the area of jurisdiction of the Board;
 - two Trustees and two alternate Trustees; and
 - one or more additional members who are neither representatives of a local association nor members of the Board or another committee of the Board.
- 1.3 At the Inaugural Board Meeting on December 2, 2014, Lakehead District School Board approved nine local associations/organizations for membership and six alternates to the Special Education Advisory Committee for the next four year term.
- 1.4 As referenced in the 2015 Operational Plan Objectives, SEAC is committed to collaborate with community partners by “enhancing communication through the strengthening of community relationships”.
- 1.5 At the April 12, 2016 Standing Committee, a report recommending the process and application form to select community representatives and alternate representatives to SEAC was reviewed. The recommendation was approved at the April 26, 2016 Regular Board Meeting.

2. Situation

- 2.1 Following Board approval of the process and application form, an advertisement was sent to the community through the Lakehead Social Planning Council 211 database, school newsletters, Facebook, Twitter and on the Board website. The initial deadline to submit applications was June 3, 2016. There was one application received for a representative on the South Side of the city.
- 2.2 The information and application form for community representatives remains on the Board website to recruit a representative from the North Side and for alternate representatives on both sides of the city.

- 2.3 A SMART Goal in the 2016-2017 SEAC Work Plan is to recruit additional members. At the beginning of the 2016-2017 school year, SEAC will communicate the process and application to recruit additional members through various avenues.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the appointment of Ron Gernat as a South Side community representative to the Special Education Advisory Committee for the term ending November 30, 2018.

Respectfully submitted,

COLLEEN KAPPEL
Superintendent of Education

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2016 JUN 28
Report No. 083-16

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

RE: RECOMMENDATION FROM THE BUDGET COMMITTEE

A report was received at the Budget Committee Meeting – Public Session of June 21, 2016 and has been referred to the Board for approval. The recommendation is as follows:

2016-2017 BUDGET (080-16)

It is recommended that Lakehead District School Board approve the 2016-2017 operating and capital budget of \$133,869,895 as presented, contingent on approval by the Minister of Education.

Respectfully submitted,

KAREN WILSON
Chair, Budget Committee