



Office of the Director

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STANDING COMMITTEE
Tuesday, October 11, 2016
Jim McCuaig Education Centre

Ian MacRae
Director of Education

George Saarinen
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. Delegations/Presentations		
6. Confirmation of Minutes		
6.1 Standing Committee Meeting - September 13, 2016	G. Saarinen	1-3
7. Business Arising from the Minutes		
<u>MATTERS NOT REQUIRING A DECISION</u>		
8. Information Reports		
8.1 Student Transportation Services of Thunder Bay Committee Meeting Report	R. Oikonen	Verbal
8.2 Audit Committee Report	D. Wright	Verbal

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>
8.3	Special Education Advisory Committee Meeting Minutes – June 15, 2016	C. Kappel	4-7
8.4	Parent Involvement Committee Meeting Minutes – September 12, 2016	I. MacRae	8-10

9. First Reports

MATTERS FOR DECISION:

10. Postponed Reports

11. Ad Hoc and Special Committee Reports

12. New Reports

12.1	Appointments to the 2016-2017 Parent Involvement Committee (087-16)	I. MacRae	11-12
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It is recommended that Lakehead District School Board:

1. *Approve the following appointments to the 2016-2017 Parent Involvement Committee effective November 15, 2016 to November 14, 2017:*
 - *Serena Essex, Aboriginal Education Advisory Committee alternate representative;*
 - *Julie Gayoski-Luke, teacher alternate member;*
 - *David Isherwood, principal representative;*
 - *Sharon Kanutski, Aboriginal Education Advisory Committee representative;*
 - *Donica LeBlanc, principal alternate representative;*
 - *Michael Otway, Special Education Advisory Committee alternate representative;*
 - *Laura Prodanyk, community representative;*
 - *Laura Sylvestre, Special Education Advisory Committee representative;*
and
 - *Nicole Walter-Rowan, teacher representative.*

Trustees (Chair and Vice-Chair) and presenters of reports will be available for comment after the Board Meeting.
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	<u>Resource Person</u>	<u>Pages</u>
<p>2. <i>Approve the following appointments to the 2016-2017 and 2017-2018 Parent Involvement Committee effective November 15, 2016 to November 14, 2018:</i></p> <ul style="list-style-type: none"> • <i>Katie Hughdie, School Council representative; and Laura Walker, parent member.</i> 	I. MacRae	11-12
13. New Business		
14. Notices of Motion		
15. Information and Inquiries		
16. Adjournment		

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

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF STANDING COMMITTEE

Board Room
Jim McCuaig Education Centre

2016 SEP 13
7:30 p.m.

TRUSTEES PRESENT:

George Saarinen (Chair)
Marg Arnone
Ellen Chambers
Deborah Massaro

Ron Oikonen
Jack Playford
Trudy Tuchenhagen
Karen Wilson
Robyn Sulkko (Student Trustee)

SENIOR ADMINISTRATION:

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

FEDERATION/UNION REPRESENTATIVES:

Dave Covello, Manager of Information Technology and Corporate Planning
Heather Harris, Capital Planning Officer

PUBLIC SESSION:

1. Approval of Agenda

Moved by Trustee Wilson

Seconded by Trustee Massaro

"THAT the Agenda for Standing Committee Meeting, September 13, 2016 be approved."

CARRIED

2. Resolve into Committee of the Whole – Closed Session

Moved by Trustee Arnone

Seconded by Trustee Tuchenhagen

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

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *June 14, 2016*
- *Personnel Matter*

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. Introduction of Newly Appointed Leaders

The newly appointed leaders were introduced to the Board by Superintendents Kappel and Pharand.

5. Sir Winston Churchill Collegiate & Vocational Institute – Aboriginal Student Advisory Committee

Sherri-Lynne Pharand, Superintendent of Education, introduced Cathy Ferrazzo, Vice-Principal of Sir Winston Churchill Collegiate & Vocational Institute who introduced Elizabeth Andros, Aboriginal Tutor, Landon and Giovanna, Students of Sir Winston Churchill Collegiate and Vocational Institute, who presented information regarding *Aboriginal Student Advisory*. All trustees' questions were addressed.

6. Superior Collegiate & Vocational Institute Delegation

Susan Reppard, Chair of School Council, Superior Collegiate & Vocational Institute, presented information regarding Superior Collegiate & Vocational Institute – Designed, Engineered and Specifically Built as a Secondary School for Young Adults 21st Century Learning. All trustees' questions were addressed

7. North Side Delegation

Todd Plant, Thunder Bay resident, presented information regarding the North Side Renewal Plan. All trustees' questions were addressed.

8. Confirmation of Minutes

Moved by Trustee Tuchenhagen

Seconded by Trustee Wilson

"THAT the Standing Committee approve the Minutes of the Standing Committee Meeting, June 14, 2016."

CARRIED

9. Report on the Activities of the 2015-2016 Supervised Alternative Learning (SAL) Committee (086-16)

Colleen Kappel, Superintendent of Education, introduced Jeff Upton, Education Officer, who provided information pertaining to the 2015-2016 Supervised Alternative Learning (SAL) program. All trustees' questions were addressed

10. Information and Inquiries

10.1 Trustee Chambers reported that the National Trustee Gathering on Aboriginal Education/Canadian School Boards Association Congress held on July 6 to July 9, 2016 in Winnipeg, Manitoba was superb.

11. Adjournment

Moved by Trustee Oikonen

Seconded by Trustee Chambers

"THAT we do now adjourn at 8:45 p.m."

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

Jim McCuaig Education Centre
Thunder Bay, Ontario

2016 JUN 15

MEMBERS PRESENT:

Laura Sylvestre (Chair)
Trustee Marg Arnone
David Fulton
Sheila Marcinyshyn

Kelly Matyasovszky
Mike Otway
Liz Tod
Trustee Trudy Tuchenhagen

ABSENT WITH REGRET:

Theresa Graham
Angela Hill
Judy Kay
Cory Koski

OTHERS PRESENT:

Colleen Kappel
Lori Carson
Ron Gernat

1. **Call to Order**

Laura Sylvestre, Chair of SEAC, called the meeting to order at 6:02 p.m.

2. **Approval of the Agenda**

Moved by Mike Otway

Seconded by Kelly Matyasovszky

“THAT the agenda for the June 15, 2016 SEAC meeting be approved.”

CARRIED

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. **Presentations**

Special Education Plan – Lori Carson

Lori Carson, Special Education Officer, provided an overview of the changes to the Special Education Plan and provided members with the location on the website for the Special Education Plan. Updates were made to the following sections:

- Section 5 – The Identification Placement Review Committee (IPRC) Process and Appeals

- Section 13 – Staff Development
- Section 14 – Special Education Equipment
- Section 17 – Special Education Advisory Committee

A question was asked about the number of IPRC's. Colleen Kappel, Superintendent of Education, will bring information to the next SEAC meeting.

5. Approval of the Minutes – May 11, 2016

Moved by Kelly Matyasovszky

Seconded by Liz Tod

“THAT the minutes of the May 11, 2016 SEAC meeting be approved.”

CARRIED

6. Business Arising From the Minutes

6.1 SEAC Community Representatives

Colleen Kappel, Superintendent of Education, provided information on the SEAC Community Representative. There was one application received from the South Side. The recommendation to appoint Ron Gernat to SEAC will be brought forward for Board approval at the June 28, 2016 Regular Board Meeting.

6.2 SEAC Parent Presentation Feedback & Final Report to PIC

Laura Sylvestre, Chair of SEAC, reviewed the draft final report to PIC and the feedback from those that attended the event. Recommendations for the report were provided by members.

6.3 South Side Accommodation Review

Kelly Matyasovszky, SEAC member on the South Side Accommodation Review Committee, shared information on the final public and working meetings that took place in June. A concern noted was about the transition of students when a decision is made by the Board in October 2016. It was suggested that a SEAC member be involved on the Transition Committee. Colleen Kappel, Superintendent of Education, advised that she will bring the suggestion to include SEAC representation on the Transition Committees to the North Side ARC meeting scheduled for June 16, 2016. Discussion and questions occurred regarding the transition of students. Suggestions included involving SEAC advocates to assist parents/guardians with the transitioning of students involved in moves due to the School Renewal process.

6.4 PIC Regional Symposium

Laura Sylvestre, Chair of SEAC, provided information on the PIC Regional Symposium which took place on Saturday, May 13, 2016. The package of handouts was circulated for members.

7. Correspondence

The folder was distributed for members' perusal.

8. Advocacy Tracking

The advocacy tracking template was circulated for member completion.

9. 2016-2017 SEAC Draft Meeting Schedule

The draft meeting schedule was discussed. For dates in question, the following dates were chosen: December 14, 2016, March 22, 2016, and June 14, 2016.

10. 2016-2017 SEAC Draft Presentation Schedule

Lori Carson, Special Education Officer, reviewed the draft presentation schedule for 2016-2017. Suggestions to the schedule were noted. It was suggested to hold a few of the meetings at a school and to invite the School Council. Further information and discussion will take place at the September SEAC meeting.

11. 2015-2016 SEAC Work Plan - Final

The 2015-2016 SEAC Work Plan was reviewed.

12. 2016-2017 SEAC Work Plan – Draft

Laura Sylvestre, Chair of SEAC, asked members to provide input into the 2016-2017 SEAC Work Plan. Suggestions were noted. The draft will be brought back to the September meeting for additional input.

13. SEAC Representatives on Parent Involvement Committee Nov 15, 2016 to Nov 14, 2017

Laura Sylvestre, Chair of SEAC, spoke to correspondence received from the Director of Education seeking a SEAC representative and alternate representative to the Parent Involvement Committee for the term Nov 15, 2016 to Nov 14, 2017. Laura Sylvestre, volunteered for the position of representative and Mike Otway volunteered for the position of alternate representative.

14. Input to Minister's Advisory Council on Special Education (MACSE)

Colleen Kappel, Superintendent of Education, shared information that was submitted by David Fulton and Kelly Matyasovszky to the Minister's Advisory Council on Special Education.

15. Information/Inquiries & Association Reports

15.1 Liz Tod, SEAC Alternate Representative on the North Side ARC indicated that she was present at the North ARC public meeting on June 16 and was seated in the audience.

15.2 Sheila Marcinyshyn, Anishnawbe Mushkiki representative, informed members of the upcoming FASD Pow Wow scheduled for September 9, 2016 at Marina Park. Sheila will forward information to be shared with all members.

16. Status of SEAC Budget 2015-2016

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

17. Board Update

Trustee Marg Arnone provided information on the following Board Meetings:

March 24, 2016 Regular Board Meeting

Items addressed at this meeting included:

- Trustee Character Award to Allison Hart of Crestview;
- Algonquin Public School – presentation on FNMI Collaborative Inquiry;
- Adult & Continuing Education Report;
- Aboriginal Education Report;
- English Language Learners Report;
- Information Technology Update Report;
- 2016-2017 Board Meeting Schedule;
- 2016-2024 Policy Review Schedule; and
- Approval of the Budget Variance policy.

June 14, 2016 Standing Committee Meeting

Items addressed at this meeting included:

- Trustee Character Award to Karen Blackwell;
- Vance Chapman presentation: Commitment to Learning For Life;
- Health and Safety Semi-Annual Report;
- 2016-2017 Order of Policies for Review;
- 2016-2017 Operational Plan;
- French as a Second Language Report;
- Approval of Appointments to the Supervised Alternative Learning (SAL) Committee; and
- Approval of the French Immersion policy.

18. Adjournment

Moved by Trustee Trudy Tuchenhagen

Seconded by Sheila Marcinyshyn

“THAT we do now adjourn at 7:28 p.m.”

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF PARENT INVOLVEMENT COMMITTEE

Board Room
Jim McCuaig Education Centre

2016 SEPT 12
6:30 p.m.

MEMBERS PRESENT:

Marg Arnone
Nicole Carlson
Jennifer Davis
Jerry DeVries
Serena Essex
Katie Hughdie
Dave Isherwood
Ian MacRae

Laura Prodanyk
George Saarinen (Alternate Trustee)
Laura Sylvestre
Nicole Walter-Rowan

RESOURCE:

Judy Hill, Executive Assistant
Bruce Nugent, Communications Officer

MEMBERS ABSENT, WITH REGRET:

Sharon Kanutski
Amanda Wilson

GUESTS:

Angela Lee-Wiwcharyk, Supervisor of Accounting

1. **Call to Order, Welcome and Introductions**

Laura Sylvestre, Chair of PIC, called the meeting to order and welcomed those in attendance.

2. **Disclosure of Conflict of Interest**

There were no disclosures of conflict of interest.

3. **Approval of the Agenda**

The agenda was approved by consensus with the following change:

Receive Item 7.1 School Cash On-Line first on the agenda.

4. School Cash On-Line

Angela Lee-Wiwcharyk, Supervisor of Accounting, walked the group through a power point presentation on School Cash On-Line. Once parents register on-line, they are able to pay for all school fees, including everything from field trips, yearbooks, Spirit Wear and food items. School Cash On-Line helps increase efficiency and security at schools. Questions from the group were addressed.

5. Director's Report

Ian MacRae, Director of Education, highlighted reports that were presented to the Board since the last meeting.

Director MacRae advised that nine of our schools have received PRO grants for the coming school year.

Director MacRae reported that there will be two public delegation presentations at the September 13, 2016 Standing Committee Meeting and four delegation presentations at a Special Board Meeting on September 14, 2016 in regards to the Accommodation Review. The Final Accommodation Review report will be presented to the Board at the October 4, 2016 Special Board Meeting.

He also reported that the Aboriginal Education Advisory Committee \$750 funding for 2015-2016 was not spent by budget year-end due to exceptional circumstances. Members approved, by consensus, that AEAC can carry forward the funding for spending in 2016-2017.

Director MacRae reported that there is a current balance of \$6,999 in the Parent Involvement Committee budget.

6. Confirmation of Minutes

The minutes were confirmed by consensus.

7. PIC Communications Ad Hoc Committee Report

Bruce Nugent, Communications Officer, provided an update from the PIC Communications Ad Hoc Committee. An event is being planned for Monday, October 17, 2016 at the Victoria Inn from 5:30 p.m. – 8:00 p.m. for School Council Chairs, one parent and the Principal. Also in attendance will be trustees and senior administration. Dr. David Tranter will facilitate the evening. The focus of the event will be on the role of the Parent Involvement Committee and how they can support School Councils, best practices and what the priorities are of the School Councils. The committee will be meeting again on September 23 and will report back at the October 3, 2016 PIC meeting.

8. 2016-2017 PIC Selection Committee

Chair Sylvestre reported that new members are currently being sought and the deadline for applications is September 23. A selection committee will be established to review applications and will recommend appointments at the next PIC meeting. Judy Hill will email PIC members to consider serving on the PIC selection committee.

9. SEAC Funding Report

Chair Sylvestre referred to the report included in the package. Funds were used to host a Regional Mental Health Symposium sponsored by the MISA PNC Thunder Bay Region. The event was held on May 11, 2016 at the Victoria Inn. The guest speaker was Kim Doheny from Lives in the Balance to present Children Do Well if They Can: A New Approach to Parenting your Challenging Child.

Chair Sylvestre thanked the Parent Involvement Committee on behalf of the Special Education Advisory Committee for providing funding.

10. People for Education's 20th Annual Making Connections Conference

Co-Chair, Jennifer Davis, shared information about the People for Education's 20th Annual Conference to be held in Toronto on November 12, 2016. Funding is available for one member to attend. Judy Hill will survey committee members seeking expressions of interest.

11. Aboriginal Education Advisory Committee Report

This report was deferred to the October 3, 2016 meeting.

12. Special Education Advisory Committee Report

This report was deferred to the October 3, 2016 meeting.

13. Next Meeting

The next meeting will be held on Monday, October 3, 2016 at 6:30 p.m.

14. Adjournment

The meeting adjourned at 7:20 p.m.

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2016 OCT 11
Report No. 087-16

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

RE: APPOINTMENTS TO THE 2016-2017 PARENT INVOLVEMENT COMMITTEE

1. Background

- 1.1 In September 2010, the Ministry of Education adopted Ontario Regulation 330/10 School Councils and Parent Involvement Committees requiring school boards to establish a Parent Involvement Committee that adheres to the requirements outlined in legislation.
- 1.2 The legislation outlined processes and timelines. The Parent Involvement Committee established working By-Laws that satisfied the legislation. The current By-Laws were adopted by the Parent Involvement Committee on September 14, 2015.

2. Situation

- 2.1 Parent Involvement Committee appointments must be approved by the Board.
- 2.2 Parent Voting Members

The parent voting members include: (one or two year terms)

- four (4) School Council representatives;
- two (2) parent members;
- one (1) parent member appointed from the Special Education Advisory Committee;
- one (1) parent member appointed from the Aboriginal Education Advisory Committee; and
- alternate representatives that are appointed for one year only.

2.2.1 Parent members can be employees of Lakehead District School Board.

2.2.2 Currently Nicole Carlson, parent member, and Jennifer Davis and Jerry DeVries, School Council representatives, are serving two year terms from November 15, 2015 to November 14, 2017.

2.3 Community Voting Members

Up to three (3) community representatives that are voting members can be appointed to the committee. Community representatives cannot be employees or members of Lakehead District School Board.

2.4 Voting member positions were advertised through school newsletters, Twitter, and on the Board website and Facebook. Applications were due September 23, 2016.

2.5 Non-Voting Members

The non-voting members include: (one year terms)

- Director of Education;
- one (1) trustee;
- one (1) principal;
- one (1) teacher; and
- alternate representatives.

2.5.1 The trustee and trustee alternate representative will be appointed by the Board after its Inaugural Meeting on December 6.

2.6 The Parent Involvement Committee will continue to seek members for remaining vacancies.

3. Conclusion

A recommendation to approve the Parent Involvement Committee appointments for 2016-2017 is included in this report.

RECOMMENDATION:

It is recommended that Lakehead District School Board:

1. Approve the following appointments to the 2016-2017 Parent Involvement Committee effective November 15, 2016 to November 14, 2017:

- Serena Essex, Aboriginal Education Advisory Committee alternate representative;
- Julie Gayoski-Luke, teacher alternate member;
- David Isherwood, principal representative;
- Sharon Kanutski, Aboriginal Education Advisory Committee representative;
- Donica LeBlanc, principal alternate representative;
- Michael Otway, Special Education Advisory Committee alternate representative;
- Laura Prodanyk, community representative;
- Laura Sylvestre, Special Education Advisory Committee representative; and
- Nicole Walter-Rowan, teacher representative.

2. Approve the following appointments to the 2016-2017 and 2017-2018 Parent Involvement Committee effective November 15, 2016 to November 14, 2018:

- Katie Hughdie, School Council representative; and
- Laura Walker, parent member.

Respectfully submitted,

IAN MACRAE
Director of Education