



**Office of the Director**

Jim McCuaig Education Centre  
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**ANNUAL BOARD MEETING**

**Tuesday, December 6, 2016  
Jim McCuaig Education Centre  
6:00 p.m. – in the Board Room**

Ian MacRae  
Director of Education

**AGENDA**

- |     |  |                           |                 |
|-----|--|---------------------------|-----------------|
| 1.  | Call to Order  |                           |                 |
| 2.  | Election of Chair of the Board   | Director                  |                 |
| 3.  | Election of Vice Chair of the Board  | Chair                     |                 |
| 4.  | Election of a Member and Alternate of the Coordinating Committee                                   | Chair                     |                 |
| 5.  | Aboriginal Education Advisory Committee Annual Report (006-17)                                     | D. Wawia/<br>S. Pharand   | 1-5             |
| 6.  | Special Education Advisory Committee Annual Report (003-17)  | J. Kay/<br>L. Sylvestre   | 6-19            |
| 7.  | Parent Involvement Committee Annual Report (002-17)  | J. Davis/<br>L. Sylvestre | 20-23           |
| 8.  | Annual Report to the Lakehead District School Board on Public Library Activities for 2016 (007-17) | P. Johansen               | 24-27           |
| 9.  | Trustee Appointments to Board Committees – 2017 (005-17)   | I. MacRae                 | 28-29           |
| 10. | Director's Annual Report 2015-2016 (001-17)<br>- Brochure available at the meeting                 | I. MacRae                 | 30<br>+ Handout |
| 11. | Adjournment  |                           |                 |

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

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2016 DEC 6  
Report No. 006-17

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

RE: ABORIGINAL EDUCATION ADVISORY COMMITTEE ANNUAL REPORT

1. Background

- 1.1 On June 22, 2004, the Aboriginal Education Advisory Committee Policy 8061 was approved by Lakehead District School Board authorizing the establishment of a committee to make recommendations to the Board on matters relating to the education of Aboriginal students.
- 1.2 The Aboriginal Education Advisory Committee (AEAC) has been active since November 2004. The co-chairs for this past year have been Dolores Wawia and Sherri-Lynne Pharand.
- 1.3 The Aboriginal Education Advisory Committee held seven meetings this year.
- 1.4 The Aboriginal Education Advisory Committee is required to report to the Board on its activities. Minutes of meetings are included on Board agendas.

2. Situation

- 2.1 The Aboriginal Education Advisory Committee is comprised of a group of individuals from diverse backgrounds.
- 2.2 The cultural spirit of this unique committee is reflected in the integration of Aboriginal protocols such as opening and closing ceremonies by an Aboriginal Elder.
- 2.3 The 2016-2017 meeting schedule was approved at the May 19, 2016 meeting.

- 2.4 The Aboriginal Education Advisory Committee was comprised of the following people from September 2015 to June 2016:

| <b>NAME</b>                 | <b>AFFILIATION</b>  |
|-----------------------------|---|
| <b>MEMBERS:</b>             |   |
| BAXTER, Lawrence            | Parent/Guardian   |
| BEARDY, Kathy               | Community/Agency  |
| CROMARTY, Elliott           | Community/Agency  |
| ESSEX, Serena               | Parent/Guardian   |
| HALIUK, Robin               | Parent/Guardian   |
| FONTAINE, Pauline           | Elementary Principal  |
| KANUTSKI, Sharon            | Parent/Guardian   |
| KWANDIBENS, Helaina         | Student   |
| MORETTIN, Donnalee          | Parent/Guardian   |
| O'MEARA, Sylvia             | Parent/Guardian<br>(Sept. 2015 – Nov. 1, 2015)                        |
| PHARAND, Sherri-Lynne       | Superintendent – Director Designate                                   |
| SAARINEN, George            | Trustee   |
| TARDIF, Suzanne             | Parent/Guardian   |
| WAWIA, Dolores              | Co-Chair  |
| ZOCCOLE, Fay                | Community/Agency  |
| <b>ALTERNATES:</b>          |   |
| BIG GEORGE, Elyse           | Student   |
| CHAMBERS, Ellen             | Trustee   |
| OOSHAG, Gilchrist (Chris)   | Student   |
| WHITE-KOKEZA, Beverley      | Parent/Guardian   |
| WILSON, Karen               | Trustee   |
| <b>RESOURCE:</b>            |   |
| BARRADELL, Brenda           | Executive Secretary   |
| FARRELL-MORNEAU, Dr. Amy    | Aboriginal Community Liaison Officer                                  |
| FERRAZZO, Cathy             | Secondary Vice Principal  |
| GUILLET, Lynnita-jo (Jo Jo) | Education Officer, Aboriginal Education Office, Ministry of Education |
| GUTHRIE, Anika              | Aboriginal Education Resource Teacher                                 |
| JUDGE, Mike                 | President, LETO   |
| LOWER, Jane                 | Student Success Lead  |
| MERCIER, Isabelle           | Elder   |
| PILOT, Jason                | Secondary Education Resource Teacher                                  |
| RAMAGE, Melissa             | FNMI Resource and Re-engagement Teacher (Sept. 2015 – Jan. 2016)      |
| WALTER ROWAN, Nicole        | Program Coordinator   |
| WORKMAN, Neil               | FNMI Resource and Re-engagement Teacher (Jan. 2016)                   |

- 2.5 At the October 27<sup>th</sup>, 2015 Board Meeting, one new student representative and two alternate student representatives were appointed by the AEAC Committee and approved by the Lakehead District School Board. A chair is elected annually at the December meeting.
- 2.6 The following presentations have been shared at the regular meetings for committee feedback:

| <b>Topic</b>   | <b>Presenter(s)</b>                       |
|--|---|
| Summer Camps   | Nicole Walter Rowan                       |
| Strategic Plan   | Sherri-Lynne Pharand                      |
| FNMI Student Mentor-Mentee Project at Hammarskjold             | Daniel McMillan<br>Constance Nowgesic     |
| FWHP's Indigenous Education Program                            | Elliott Cromarty<br>Anthony Marrelli      |
| Budget 2016 – 2017   | David Wright                              |
| School Renewal   | David Wright<br>Heather Harris            |
| Student Aboriginal Advisory Committee at Sir Winston Churchill | Beth Andros, Aboriginal Achievement Tutor |
| Student Achievement Mid-Year Report                            | Nicole Walter Rowan                       |
| Connecting Anishinaabe and Western Ways of Knowing Math        | Nicole Walter Rowan                       |
| A Traditional Gathering at Superior                            | Rachelle Pelletier                        |

- 2.7 The Aboriginal Education Advisory Committee provided input to the Board's 2016-2017 Budget and would like to thank trustees for their ongoing support of First Nation, Metis and Inuit priorities in Lakehead District School Board.
- 2.8 Lakehead District School Board confirmed financial support to the Aboriginal Education Advisory Committee by providing a working budget for the committee. Ongoing support for many Aboriginal Education priorities was also confirmed by the Lakehead District School Board such as the continuation of the Indigenous Community Liaison Officer and the Indigenous Education Resource Teacher positions. Funding was also provided to support the Native Language and Native Studies courses, staff professional development and cultural sensitivity training for all staff.
- 2.9 Native Language and Native Studies courses continue to be offered at all four secondary schools, Armstrong and Ecole Gron Morgan Public Schools. As well, Native Language is continuing at Algonquin Avenue and Ecole Gron Morgan Public Schools for the 2015-2016 school year.
- 2.10 The Aboriginal Education Advisory Committee has been instrumental in directing and supporting initiatives in Aboriginal Education such as the delivery of the Aboriginal Achievement Tutors, the Aboriginal Achievement Facilitators within each secondary school, community partnerships, cultural awareness through professional development, cultural programming, Aboriginal role models, cultural sensitivity training, surveys to assess the feasibility for additional Native Language classes, Aboriginal student sitting as a member on AEAC, welcoming school environments and increasing First Nations, Métis, and Inuit Presence in

Our Schools. The priorities identified are aligned with the Committee's 2014-2016 work plan.

- 2.11 The Indigenous Education Resource teacher position provides support through literacy and numeracy coaching for elementary teachers, support for secondary Native Studies/Native Language teachers and Aboriginal Achievement Facilitator teachers, as well as administrator support. The resource teacher has also been instrumental in the development and delivery of Board and school-wide professional development. This support and professional development is driven by student and teacher need and the goals and direction outlined by the Aboriginal Education Advisory Committee. The Indigenous Education Resource teacher sits as a resource on the Equity and Diversity Committee as well as the Aboriginal Education Advisory Committee. Participation and sharing at regional leads meetings further informs practice. In addition, the Collaborative Inquiry project work to support capacity building in schools for educators, with a focus on supporting Aboriginal learners, included four elementary sites and all four secondary schools. This was a year-long project involving community voice, administrators, educators and other support staff.
- 2.12 The position of the Indigenous Community Liaison Officer supports the implementation of Board initiatives and activities in Aboriginal education. This role primarily focuses on nurturing relationships and creating partnerships with community/First Nations and the Board/schools (K-12) that support Aboriginal student success and transitions. Other activities include cultural awareness, connections to Elders/cultural resource people, connections to and support with programs and services that support First Nations, Métis and Inuit students' academic and overall well-being. Visits to service agreement partner communities also help to strengthen these relationships and provide additional opportunity for knowledge and needs sharing. To help support the transitions of students into our Board, booklets were created in partial response to this need: Welcome booklets were created and sent to service agreement partner schools which included a section on safety tips and student voice where student strengths and other interests can be gathered. In addition, Welcome to Kindergarten booklets were handed out to parents and included tips for parents to support the transition of their children into Kindergarten.
- 2.13 Collaboration with the NAN Education Partnership Program offers Lakehead District School Board the opportunity to hear the collective and individual voices of our service agreement partners, and offers opportunities to work collaboratively with communities and band councils regarding the transition of students into Thunder Bay and Lakehead Public Schools.
- 2.14 The ongoing community relationships and success for students comes through working alongside community committees including the Community Coalition Unified for the Protection of Children and Youth (CCUPCY) who work toward annual events such as Fall Harvest (every September) and Spirit of Winter (every February) in which elementary and secondary students participate in cultural activities; as well as the National Aboriginal Day committee who worked toward the nationally celebrated event on June 21, 2016 with an Education Day component to celebrate First Nations, Métis, and Inuit culture held on June 1, 2016 for Thunder Bay elementary students.

- 2.15 AEAC provided input to the review of many Board level policies, and specifically to the review of the Voluntary Student Self-Identification Policy and the Voluntary Staff Self-Identification Policy. Leveled Literacy Intervention at the elementary levels and Restorative Justice Training were completed by a number of staff. The FNMI Collaborative Inquiry was completed with a goal for continuation, along with next steps that include the New Teacher Induction Program and Leadership session.
- 2.16 Collaboration with community partners and communities continued with community visits, NAN Education Partnership Program, the Northern Ontario School of Medicine, Confederation College, Lakehead University, Thunder Bay District Health Unit, Ontario Physical Health Education Association, City of Thunder Bay, Thunder Bay Indian Friendship Centre, Thunder Bay Police, Thunder Bay Art Gallery curriculum collaboration, and continuation of Elder's Council meetings whose input into our Board goals are impactful of the work completed.
- 2.17 Provincial/Board Involvement
- 2.17.1 The approved minutes of each Aboriginal Education Advisory Committee meeting are included as an information item for trustees in Board agendas.
- 2.17.2 The elementary, secondary and program staff resource individuals regularly attend meetings to provide information and receive input from the committee on various initiatives.
- 2.17.3 The Aboriginal Education Advisory Committee website is maintained and its use is encouraged.

3. Conclusion

The Aboriginal Education Advisory Committee members are to be commended for the time and commitment they have given to the activities of the Committee. The Committee will continue to act in an advisory role to fulfill its mandate as outlined in Procedures 8061. The Committee extends its thanks to Lakehead District School Board for its support of the committee and Aboriginal Education.

Miigwetch.

Respectfully submitted,

DOLORES WAWIA  
Co-Chair  
Aboriginal Education Advisory Committee

SHERRI-LYNNE PHARAND  
Co-Chair, Aboriginal Education Advisory Committee  
Superintendent of Education

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2016 DEC 06  
Report No. 003-17

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

RE: SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) ANNUAL REPORT

1. Background

- 1.1 On January 18, 1983, in accordance with Regulation 464/97 of the Education Act, Lakehead District School Board established the Special Education Advisory Committee to make recommendations to the Board relating to matters affecting the establishment and development of special education programs and services in respect to exceptional students of the Board.
- 1.2 To qualify as a representative, a person must be:
  - A Canadian citizen;
  - The full age of eighteen years;
  - A resident within the jurisdiction of the Board; and
  - A public school elector.
- 1.3 A SEAC Member cannot be an employee of the Board.
- 1.4 The term of office for representatives of associations or organizations coincides with the term of the Board.
- 1.5 SEAC is required to report annually to the Board on its activities.

2. Situation

- 2.1 As the term of office for representatives of associations or organizations coincides with the term of the Board, an advertisement was placed in The Chronicle Journal and The Source for SEAC representatives for the term of Office December 2014 to November 2018. Agencies/Organizations nominated members and alternate members to SEAC.
- 2.2 The current Special Education Advisory Committee has been active since December 2014. The Chair is Laura Sylvestre and the Vice Chair is Judy Kay.

- 2.3 In 2015-2016, the Special Education Advisory Committee was comprised of the following members:

| Name  | Association/Organization                             |
|---|--|
| 1. Sheila Marcinyshyn<br>Martha Mawakeesic<br>(alternate) | Anishnawbe Mushkiki                                  |
| 2. Laura Sylvestre<br>Cory Koski (alternate)              | Autism Ontario - Thunder Bay & District Chapter      |
| 3. Theresa Graham<br>Angela Hill (alternate)              | Children's Centre of Thunder Bay                     |
| 4. Wilma Kleynendorst                                     | Dilico Anishinabek Family Care                       |
| 5. Judy Kay<br>David Fulton (alternate)                   | Fetal Alcohol Support Information Network            |
| 6. Liz Tod  | OPTIONS Northwest                                    |
| 7. Kelly Matyasovszky                                     | VIEWS For the Visually Impaired – Thunder Bay Region |
| 8. Mike Otway<br>Jen Bertoni (alternate)                  | VOICE for Hearing Impaired Children                  |
| 9. Marg Arnone<br>Jack Playford (Alternate)               | Trustee  |
| 10. Trudy Tuchenhagen<br>Ron Oikonen (Alternate)          | Trustee  |

- 2.4 A goal in the 2015-2016 SEAC Work Plan was to increase SEAC membership. In order to meet that goal, SEAC decided to institute Community Representatives on the committee. Criteria and an application form were created for two community representatives: one on the South Side of the City and one on the North Side of the City. The documents were forwarded to the Board and approved at the April 26, 2016 Regular Board Meeting. Recruitment began and a new representative, Ron Gernat, was approved as the first community representative on SEAC representing the South Side of the city. Mr. Gernat's term began at the September 21, 2016 SEAC meeting.

- 2.5 According to legislation, SEAC meetings occur monthly from September to June during the school year. There are no meetings scheduled during July and August.



- 2.6 The following presentations were made at the regular meetings September 2015-June 2016:

| <b>Topic</b>  | <b>Presenter(s)</b>                              |
|---|--|
| 9010 Pupil Accommodation Policy   | Heather Harris                                   |
| SEAC Advocacy Overview  | Laura Sylvestre<br>Theresa Graham<br>Lori Carson |
| 8013 Visitation in the Schools Policy & 8040 Trespass to Schools Policy | Jeff Upton                                       |
| 2015-2018 Strategic Plan/2015-2016 Operational Plan                     | Colleen Kappel                                   |
| Special Needs Strategy Update   | Diane Walker<br>Darlene Niemi                    |
| Moving on Mental Health   | Diane Walker<br>Darlene Niemi                    |
| Day and Extended Field Trip Policies                                    | Jeff Upton                                       |
| EQAO Results  | Lori Carson<br>Jane Lower                        |
| Multi-Year Accessibility Plan   | Robin Cawlishaw                                  |
| 2016-2017 Budget Presentation   | David Wright                                     |
| School Renewal Plan   | Heather Harris<br>David Wright                   |
| Crown Ward Education Championship Team (CWECT)                          | David Tranter                                    |
| Violence in the Work Place Policy                                       | Wayne Bahlieda                                   |
| Aboriginal Education Supports   | Melanie Henry                                    |
| Special Education Plan  | Lori Carson                                      |

## 2.7 Professional Development

SEAC members were again encouraged to participate in workshops and events specifically geared to SEAC members and their roles. Time was also set aside on each agenda to allow members to inform the rest of the group about any workshops/events that their respective associations may be hosting and to promote interest in workshops/events coming up in the community.

The following are some of the workshops/events attended by SEAC members:

- International Fetal Alcohol Spectrum Disorder (FASD) Awareness Day Pow Wow at Marina Park, September 9, 2015;
- Autism Ontario – Thunder Bay & District, *Walk With Me*, Autism Awareness Event, October 3, 2015;
- OPSBA Northern Regional Meeting, October 17, 2015;
- Tiny Girl, Big Dreams at George Jeffrey Children’s Centre;
- Autism Ontario Fall Training Sessions with the Ministry of Education and the Ministry of Community and Youth Services;
- Parade of Lights, December 5, 2015;
- Autism Ontario and Thunder Bay Symphony Orchestra Partnership;
- Healthy Lifestyles WinterFest, February 20, 2016;
- Fetal Alcohol Spectrum Disorder (FASD) Roundtable discussion follow up;

- World Autism Awareness Day, April 2, 2016 and Raising of the Flag, Monday, April 4, 2016; and
- Parent Involvement Committee Regional Symposium May 14, 2016.

## 2.8 SEAC Participation and Input

SEAC members were engaged in the process of providing information at the following events:

- Joint Parent Involvement Committee/Special Education Advisory Committee Orientation Event: *Building Communities Together*, Monday, November 9, 2016.
- Kindergarten Registration Evening, February 1, 2016; and
- SEAC representatives on both the North and South Side Accommodation Review Committees.

## 2.9 Work Plan

Each school year, a SEAC Work Plan is developed outlining objectives, key actions, timelines, and intended results. Attached, as Appendix A, is the 2015-2016 SEAC Work Plan.

## 2.10 Advocacy

2.10.1 At the September 16, 2015 SEAC meeting Laura Sylvestre, Theresa Graham and Lori Carson provided an overview of the Advocacy Training Plan.

2.10.2 An Advocacy Memo was distributed to parents/guardians of students with Special Needs in October 2015. Included with the memo is the document, *Advocacy Information for Families*, which is attached as Appendix B.

2.10.3 SEAC members have acted as advocates to assist students and their families within our schools.

2.10.4 At each SEAC meeting, members record their advocacy over the course of the month. From September 2015 to June 2016, six members provided advocacy on 18 occasions to parents/guardians either by phone, in person, in group participation, or via email.

## 2.11 Provincial and Board Involvement

2.11.1 Common issues regarding Special Education funding are shared with the Board of Trustees, Minister's office, OPSBA, and the provincial SEAC's.

2.11.2 To communicate the role of SEAC to the schools and our community, the following actions were taken:

2.11.2.1 Articles from SEAC members' associations were forwarded to the schools for their monthly newsletters. A copy is also forwarded to Bruce Nugent, Communications Officer and placed in *Lakehead This Week*.

- 2.11.2.2 The SEAC website was maintained and its use encouraged.
  - 2.11.2.3 SEAC used a portion of their funding to purchase promotional materials. Items purchased were pens, note pads and advocacy contact cards.
  - 2.11.3 Information sharing amongst SEAC representatives and their organizations was ongoing in order to keep updated on the activities and workshops of children with special needs within our community.
  - 2.11.4 SEAC members were informed of the opportunity to present a delegation to the Board regarding the Budget. Laura Sylvestre and Judy Kay represented SEAC at the Budget Committee deputation meeting on April 5, 2016.
  - 2.11.5 SEAC received an invitation from OPSBA to provide feedback to the Minister's Advisory Council on Special Education (MACSE). David Fulton and Kelly Matyasovszky provided feedback to targeted questions that would be addressed at the June 8-9, 2016 MACSE meeting.
  - 2.11.6 SEAC members participated on committees when required. Laura Sylvestre represents SEAC on the Parent Involvement Committee and the Success Advisory Committee. Mike Otway is the alternate representative on the Parent Involvement Committee.
- 2.12 Presentations
- 2.12.1 A joint PIC/SEAC Orientation Event was held on November 9, 2016 at the Victoria Inn. The event was well received and attended. Included at the evening was an overview of SEAC presented by Cory Koski and the Special Education Programs and Services at Lakehead Public Schools, presented by Lori Carson and members of the Special Education Team.
  - 2.12.2 As a result of a Parent Involvement Committee (PIC) Funding opportunity, on May 11, 2016, SEAC welcomed Kim Doheny from Lives in the Balance who presented *Children Do Well if They Can*. The event was held at the Victoria Inn and in partnership with a regional two day Mental Health Symposium funded by the Managing Information for Student Achievement Professional Network Centre (MISA PNC), Thunder Bay Region. As a result of the PIC funding grant, admission was free to the event with a non-perishable food donation or coin donation to Shelter House Thunder Bay.

## 2.13 SEAC Input

On a regular basis, at SEAC meetings, input is requested of members on various topics. During the 2015-2016 school year, input was requested and provided by SEAC on the following:

- 9010 Pupil Accommodation Policy;
- 8013 Visitation in the Schools Policy;
- 8040 Trespass to Schools Policy;
- Moving on Mental Health;
- 6021 Day Field Trip Policy;
- 6020 Extended Field Trip Policy;
- Multi-Year Accessibility Plan;
- 7040 Violence in the Workplace Policy;
- Ministers Advisory Council on Special Education; and
- Special Education Plan

## 3. SEAC Delegation Process

As a result of a request by parents/guardians at the joint PIC/SEAC Orientation Event on November 9, 2015, SEAC began creation of a delegation process so that members of the public interested in presenting to the committee had a process to use when submitting a request. The process was drafted by using the Board's delegation process as a starting point and adjusting it to suit the needs of SEAC. The SEAC delegation process was approved at the December 9, 2015 SEAC meeting and is posted on the SEAC website.

## 4. SEAC Vision Statement

SEAC revised their vision statement in December 2014 and it is posted on the Board website on the SEAC webpage:

*'SEAC members value and promote:  
Nurturing the individual child's unique potential; and  
Allowing full development of each child's innate personal integrity, love of learning, and  
creativity.'*

## 5. Areas of focus that SEAC will continue to promote and review are:

- Transition Committees Input/Participation;
- Accessibility Plan;
- Attitudinal Barriers;
- Communication with community and system;
- Equity and Inclusive Education;
- Professional development of facilitators, student support professionals, teachers, SEAC members and other staff dealing with children with special needs;
- Safe Schools;

- Advocacy;
- Support of “Fair Start”;
- Implementation activities related to programs and services supporting the learning of students with special needs;
- Decisions of the current government as it affects children with special needs and all children in the province;
- Community workshops and activities geared toward Special Education parents/guardians, caregivers, teachers and students;
- SEAC link through Special Education on Lakehead Public Schools website;
- SEAC Work Plan;
- Goals and mandate of SEAC within Lakehead Public Schools; and
- Provide input to current policies under review.

6. Conclusion

SEAC supports the direction that Lakehead District School Board is taking in promoting parental/guardian partnerships and involvement.

SEAC acknowledges Lakehead District School Board for putting students first. The promotion of student success by meeting the unique needs of all learners ensures that each individual can achieve success.

SEAC members are to be commended for the time and commitment they have given to the activities of the Committee.

Respectfully submitted,

JUDY KAY  
Vice Chair  
Special Education Advisory Committee

LAURA SYLVESTRE  
Chair  
Special Education Advisory Committee

## SEAC 2015-2016 Work Plan

| SMART GOAL   | Strategies  | Timeline  | Responsibility   | Indicators of Success  | Record of Progress   |
|--|---|-----------|--|--|--|
| <b>Review Advocacy Program &amp; Resources</b><br><br><b>Advocacy Training Refresh</b> |   | Sept 2015 | All Members<br><br>Executive Secretary<br><br>Special Education Officer<br><br>Superintendent of Education | Members feel confident as an Advocate  | <ul style="list-style-type: none"> <li>The Advocacy Binder and resources were reviewed by members at the September 16, 2015 SEAC Meeting.</li> </ul>                             |
| <b>SEAC/PIC Orientation Event</b>  | <ul style="list-style-type: none"> <li>Collaborate with PIC to ensure a successful event</li> </ul> | Nov 2015  | All Members<br><br>Executive Secretary<br><br>Special Education Officer<br><br>Superintendent of Education | <ul style="list-style-type: none"> <li>More parents &amp; guardians and the school communities are aware of SEAC and their role.</li> <li>More parents &amp; guardians and the school communities are aware of Special Education Resources.</li> </ul> | <ul style="list-style-type: none"> <li>Event held Nov 9/15 at the Victoria Inn.</li> <li>Parents/guardians and administrators attended the event and asked questions.</li> </ul> |

## SEAC 2015-2016 Work Plan

| SMART GOAL                                    | Strategies   | Timeline  | Responsibility   | Indicators of Success   | Record of Progress  |
|---|--|-----------|--|---|---|
| <b>SEAC Guest Speaker Event (PIC Funding)</b> | <ul style="list-style-type: none"> <li>• Partner with Mental Health Conference taking place in the Spring to determine a guest speaker.</li> </ul> | June 2015 | All Members<br><br>Executive Secretary<br><br>Special Education Officer<br><br>Superintendent of Education | <ul style="list-style-type: none"> <li>• Event is well attended.</li> <li>• Awareness of SEAC and its role is increased.</li> </ul> | <ul style="list-style-type: none"> <li>• Members asked to bring back suggestions for a Speaker to the Feb 17/16 SEAC meeting.</li> <li>• Mar 23/16 Speaker determined, venue determined, further info to Apr 20/16 SEAC meeting.</li> <li>• Event held May 11/16 and was well attended and received.</li> </ul> |

**SEAC 2015-2016 Work Plan**

| SMART GOAL  | Strategies   | Timeline                                      | Responsibility | Indicators of Success  | Record of Progress  |
|---|--|---|----------------|--|---|
| <b>Provide input to Policies &amp; Procedures</b> | Choose policies: <ul style="list-style-type: none"> <li>• Pupil Accommodation</li> <li>• Extended Field Trip</li> <li>• Day Field Trip</li> <li>• Violence in the Workplace</li> </ul> | As timelines required for individual policies | All Members    | Provide input to policies if presentation at meeting or provide written input to policies by deadline. | <ul style="list-style-type: none"> <li>• Pupil Accommodation Policy presentation at Sep 16 SEAC meeting.</li> <li>• Visitation in the Schools Policy and Trespass to Schools Policy presentation at the Oct 21 SEAC meeting.</li> <li>• Day and Extended Field Trip Policies presentation at Jan 20 SEAC meeting. Input provided to both policies.</li> <li>• Presentation on Violence in the Workplace policy at Mar 23/16 meeting.</li> </ul> |



## SEAC 2015-2016 Work Plan

| SMART GOAL                                    | Strategies  | Timeline                         | Responsibility   | Indicators of Success                               | Record of Progress   |
|---|---|----------------------------------|--|---|--|
| <b>Increase SEAC Membership</b>               | Determine agencies/organizations that would have an interest in Special Education | Ongoing during 15-16 school year | All Members<br><br>Executive Secretary<br><br>Special Education Officer<br><br>Superintendent of Education | Membership is increased.                            | <ul style="list-style-type: none"> <li>• Strategies discussed at Jan 20/16 SEAC meeting.</li> <li>• Community Representative information &amp; application form reviewed and approved to forward to the board at the Mar 23/16 SEAC Meeting.</li> <li>• Community Representative information distributed through LSPC broadcast email and school newsletters.</li> </ul> |
| <b>Provide Input to MACSE (when possible)</b> | Bring topics that input is requested on to SEAC meeting for input.                | Ongoing                          | All Members<br><br>Executive Secretary<br><br>Special Education Officer<br><br>Superintendent of Education | Input is requested by MACSE and SEAC provides input | <ul style="list-style-type: none"> <li>• MACSE information sent via email as information received in between SEAC meetings.</li> <li>• Input provided by two SEAC members and sent to MACSE contact by deadline.</li> </ul>  |

**SEAC 2015-2016 Work Plan**

| SMART GOAL   | Strategies | Timeline | Responsibility | Indicators of Success | Record of Progress  |
|--|------------|----------|----------------|-----------------------|---|
| <b>Survey to Organizations to Provide Feedback</b> |            |          |                |                       | <ul style="list-style-type: none"><li>• Move to 2016-2017 SEAC Work Plan.</li></ul> |





# Special Education Advocacy

## Models of Advocacy

**Models of advocacy vary in the way that the advocacy is provided, and whether the advocate is a paid worker or a volunteer.**

## Families

Current SEAC Member Agencies  
**Anishnawbe Mushkiki**

**Autism Ontario**

**Children's Centre Thunder Bay**

**Dilico - Anishinabek Family Care**

**Fetal Alcohol Support  
Information Network**

**OPTIONS Northwest**

**IEWS - For The Visually Impaired  
Thunder Bay Region**

**VOICE for Hearing Impaired Children**

### More Information

[www.lakeheadschoools.ca](http://www.lakeheadschoools.ca)

**(807) 625-5126**

## Collective Advocacy

SEAC is a collective advocacy group that advises the Board of Education on matters relating to Special Education. This is where a group of service users campaign on their own behalf, or on behalf of others, to resolve an issue that affects them collectively. Collective advocacy is a useful way of representing service users' opinions to a statutory body (for example) in order resolve a local issue and bring about change.

Individual SEAC members have volunteered their services to act as Advocates to parents/guardians of students with special needs.

## Self-advocacy

Students are encouraged, where possible, to feel comfortable with and understand their individual learning needs in order to communicate those needs to school staff and ensure that their needs are met. Parents can encourage students to learn about their disability, to understand their own personal learning needs, and to practice speaking up for himself or herself at school. Parents can help students to learn to be assertive while maintaining a respectful attitude.

## Parent Advocacy

When students are not ready or are unable to communicate their own needs, for a variety of reasons, parents act on behalf of their children to ensure that their learning needs are being addressed by the school. Parents are encouraged to be active in their child's education, communicating with the school about the day to day challenges and successes that their child encounters. When all parties involved in a student's education have knowledge and understanding of a child's strengths and needs, the best possible educational experience can be achieved. Parents are a valuable source of education for teachers as parents have "expert information" about their child.

## Professional Advocacy

Involves a paid worker with specific knowledge of systems and services who supports a number of clients. SEAC does not provide professional advocacy services.

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2016 DEC 06  
Report No. 002-17

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

RE: PARENT INVOLVEMENT COMMITTEE ANNUAL REPORT

1. Background

- 1.1 On December 1, 2005, the Ministry of Education released the Ontario Parent Involvement Policy which outlined the need for the establishment of Board level Parent Involvement Committees (PICs). Lakehead District School Board established its first Parent Involvement Committee in June 2006.
- 1.2 In September 2010, the Ministry of Education adopted Ontario Regulation 330/10 School Councils and Parent Involvement Committees requiring each school board to establish a Parent Involvement Committee that adheres to the requirements outlined in legislation.
- 1.3 The Parent Involvement Committee operates under the By-Laws that were established in 2011 and are reviewed bi-annually.
- 1.4 Sec. 50. (1) of Regulation 330/10 requires that *“A parent involvement committee of a board shall annually submit a written summary of the committee’s activities to the Chair of the Board and to the Board’s Director of Education.”*

## 2. Situation

- 2.1 The 2015-2016 Parent Involvement Committee was comprised of the following members:

| Member's Name   | Group Represented   |
|---|---|
| Sharon Kanutski<br>Serena Essex   | Aboriginal Education Advisory Committee (AEAC)<br>Alternate AEAC Representative                 |
| Laura Prodanyk<br>Jesse Roberts   | Community Representative<br>Community Representative (November 15, 2016 – December 16, 2016)    |
| Jennifer Davis<br>Jerry DeVries<br>Katie Hughdie                                  | School Council Representative<br>School Council Representative<br>School Council Representative |
| Samantha Conway   | Alternate School Council Representative   |
| Nicole Carlson<br>Amanda Wilson<br>Jennifer DeFranceschi<br>Harbinder Singh Hayer | Parent Member<br>Parent Member<br>Alternate Parent Member<br>Alternate Parent Member            |
| Laura Sylvestre<br>Michael Otway  | Special Education Advisory Committee (SEAC)<br>Alternate SEAC Representative                    |
| David Isherwood<br>Donica LeBlanc   | Principal Representative<br>Alternate Principal Representative                                  |
| Nicole Walter Rowan<br>Jason Pilot  | Teacher Representative<br>Alternate Teacher Representative                                      |
| Marg Arnone<br>George Saarinen  | Trustee Representative<br>Alternate Trustee Representative                                      |
| Ian MacRae  | Director of Education   |
| Judy Hill<br>Bruce Nugent   | Executive Assistant<br>Communications Officer   |

- 2.2 Six meetings were held this year. The chair and vice chair were elected in November 2015. In addition to Parent Involvement Committee meetings, one event was held.
- 2.3 On November 9, 2015, the Parent Involvement Committee and Special Education Advisory Committee hosted a joint event: Building School Communities Together. Principals, School Council representatives, Special Education Advisory Committee and Aboriginal Education Advisory Committee representatives were invited. The evening included a guest speaker and two separate breakout sessions for PIC and SEAC attendees. The event was well attended and feedback was positive overall.

2.4 Regular meetings included opportunities to receive information and to give feedback on topics such as:

- Policy 3061 Reclamation of Properties;
- Policy 3091 Security;
- Policy 6020 Extended Field Trip Policy;
- Policy 6021 Day Field Trip;
- Policy 7040 Violence in the Workplace;
- Policy 9030 Playground Structures;
- Policy 4040 French Immersion;
- School Cash On-Line;
- Presentation by Ontario College of Teachers;
- Strategic/Operational Plan;
- Kindergarten registration night;
- Mental health well-being programs and initiatives for 2015-2016;
- 2016-2017 Budget;
- School Council email network;
- School year calendar;
- Social media strategy; and
- the Director's Report (an item on all agendas).

2.5 The Parent Involvement Committee provided input to the Board's 2016-2017 Budget on April 5, 2016.

2.6 Funding was provided to AEAC and SEAC to support activities for parents.

SEAC funding was 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.

The 2015-2016 AEAC funding was carried forward to 2016-2017 as the committee's project was not able to be completed by budget year end. This funding will be used to purchase equipment in order to create a video depicting a day in the life of a high school student.

2.7 The Parent Involvement Committee continued a communications ad hoc committee to focus on the enhancement of communication strategies and exchange of information with parents and School Councils, including supporting information for school newsletters and School Council Chairs, regular updates to the PIC and School Council sections of the Lakehead Public Schools website and a School Council email network. Parent events and consultation sessions have increased the awareness of the Parent Involvement Committee and its initiatives to support communication with parents and schools.

2.8 During the year, Parent Involvement Committee was represented by:

- Jennifer Davis as PIC representative on the Success Advisory Committee;
- Nicole Carlson as PIC representative on the School Year Calendar Committee; and
- Amanda Wilson as PIC representative at Kindergarten Registration Night.

3. Thunder Bay Regional Parent Involvement Committee Symposium

Chair Sylvestre and Co-Chair Davis attended the regional symposium held in Thunder Bay on May 14, 2016.

4. Provincial Involvement

Laura Prodanyk attended the People for Education's 19<sup>th</sup> Annual Making Connections Conference in Toronto November 7, 2015 and provided information to the members upon her return.

5. Conclusion

The Parent Involvement Committee acknowledges the Board for its support of parent involvement.

The Parent Involvement Committee members are to be commended for the time and commitment they have given to the activities of the committee.

The 2016-2017 Parent Involvement Committee held its first meeting on November 21, 2016.

Respectfully submitted,

Jennifer Davis  
2015-2016 Vice Chair  
Parent Involvement Committee

Laura Sylvestre  
2015-2016 Chair  
Parent Involvement Committee



LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2016 DEC 06  
Report No. 007-17

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

RE: ANNUAL REPORT TO THE LAKEHEAD DISTRICT SCHOOL BOARD ON PUBLIC  
LIBRARY ACTIVITIES FOR 2016

1. Statistical Overview

| Type:  | Annual Stats |           |           |             |
|--|--------------|-----------|-----------|-------------|
|  | 2015         | 2014      | 2013      | <b>2012</b> |
| Total Uses   | 3,197,089    | 3,294,955 | 3,229,286 | 3,309,665   |
| New registrants - Children*<br>(Sept 1 / 14 - Aug 31 / 15) | 830          | 779       | 824       | 703         |
| New registrants -Youth*<br>(Sept 1 / 14 - Aug 31 / 15)     | 96           | 103       | 101       | 148         |
| Total Children's Members*                                  | 11,567       | 11,240    | 10,939    | 10,593      |
| Total Youth Members*                                       | 6,167        | 6,478     | 6,763     | 6,951       |
| Children and Youth Programs                                | 647          | 645       | 637       | 664         |
| Children and Youth Program Attendance                      | 19,581       | 19,573    | 19,854    | 18,923      |
| Average C&Y program attendance per program                 | 30.3         | 30.3      | 31.2      | 28.5        |
| Class Visits - Public Schools                              | 33           | 41        | 43        | 41          |
| Class Visit Participants                                   | 1,068        | 1,420     | 1,849     | 1,452       |

\* includes juvenile limit and non-resident members commencing 2009

2. Thunder Bay Public Library and Lakehead District School Board – Key Strategic Partner

2.1 Class Visits

In-class research workshops were held at Hammarskjold High School, Westgate Collegiate and Vocational Institute, and Sir Winston Churchill Collegiate and Vocational Institute and reached a total of 342 students (with a focus on senior English classes working on Independent Study assignments).

Class visits to the library for primary classes continue to be a useful service for teachers who bring their students to be introduced to the Library and its resources through tours, storytelling, puppet shows, instruction on using databases or the catalog, signing up for library cards and doing research and borrowing materials. In 2015, the Library hosted 33 class visits from K to 8 classes including Ecole Gron Morgan Public School and Hyde Park Public School.

## 2.2 Outreach

Staff spoke to parent groups, students and teachers at various programs in the schools and visited several secondary schools in February to promote March Break programming, volunteer opportunities, and the library collection to students.

## 2.3 Booklists

On the Thunder Bay Public Library (TBPL) Kids' Space webpage, our Good Books section includes a very comprehensive World War One resource with booklists on topics like air warfare, internment camps, animal heroes and mascots, picture books, and more. Also available are booklists on the Catholic Virtues monthly themes of courage, honesty, justice, and more.

Good Books includes recreational reading in addition to educational, and our If You Like, Try... section includes read-a-likes on some of the most popular juvenile reads like Diary of a Wimpy Kid, Raina Telgemeier's Smile, and series by Rick Riordan (Percy Jackson). You can access this page at <http://kids.tbpl.ca/goodbooks>

For teen reads, visit the TBPL Teen Zone blog for booklists by genre and subject including stories inspired by Shakespeare and read-a-likes for the popular Miss Peregrine's Home for Peculiar Children series. This page can be accessed at <http://tbplteens.tumblr.com/booklists>

## 2.4 Readers are Leaders

This program matches volunteers with children from Grades 1 to 3 for one-to-one reading practice and is offered during the school year as well as during the summer when reading skills typically decline. French and English language reading practice is available. Evaluations from parents have been very positive with many individual stories of success, and registration numbers continue to climb from session to session. The Friends of the Thunder Bay Public Library support this program financially.

## 2.5 Forest of Reading Programs

Schools participating in the programs were able to find the program books at the Library as we make certain that sufficient copies are purchased for the Blue Spruce, Silver Birch and Red Maple reading programs. We also offer the program for children who cannot participate through a school. Participation exposes children to some of the best recent Canadian literature written for their age.

## 2.6 Early Literacy

The Library continues its early literacy role by offering literacy programs for babies, toddlers and preschoolers which focus on vocabulary development, awareness of rhymes and sounds of language and reading comprehension. Books for Babies, Tales for Twos, Read Sing Play, and our regular puppet shows offer parents and children the opportunity to develop literacy skills and experience dramatic and imaginary play. The Preschool Storytime sessions focus on specific learning needs identified for school readiness by the Fair Start program, and offer children a classroom experience in a relaxed, familiar environment.

## 2.7 TD Summer Reading Club

The theme for this year's annual TD Summer Reading Club was Go Wild! Students from Junior Kindergarten through Grade 4 signed up to track their reading throughout July and August and received weekly incentives for their efforts, including a Boston Pizza Kids Meal coupon, Mario's Bowl coupon, and voucher to attend a Lakehead University Thunderwolves game. The program supports children's reading during the summer when this activity can otherwise slide, and various studies report that participation in a summer reading program is a prime indicator of school success over the following year.

## 2.8 French Language Programming

French Language Family Storytime includes songs, stories, books and rhymes all in French. This drop-in program is enjoyed by francophone families and children in French Immersion who are able to share the language and storytime experience with their non-French speaking parents.

## 2.9 Research Opportunities at the Library

Students from all Lakehead Public Schools have the ability to access research materials and databases via the Thunder Bay Public Library. Library staff are available to provide guidance and support in accessing reliable information, as well as to conduct research workshops in the classroom at the request of a teacher or educator.

## 2.10 Autism Ontario Transition Program

During the summer, we welcomed students from this program to the Library for tours and activities and visited them on-site to provide programming. This is the second year we have partnered with this program, which has the goal of making the summer to school year transition easier for students who are autistic.

### 2.11 Volunteer Hours at the Library

Our Youth Advisory Council provides volunteer opportunities for several secondary school students to develop their critical thinking and leadership skills in an inclusive, engaging environment. The students provide a youth perspective on library services, participate in a twice yearly trip to Chapters to purchase materials for the collection, and help plan and promote special programs like the yearly Fandom Frolic held during the March Break.

Our Readers are Leaders program also provides volunteer opportunities for several students who act as reading mentors for younger children.

### 3. Closing

We thank the staff and members of the Board for their support and willingness to pursue opportunities to enhance our partnerships in order to achieve the best outcomes for the community we serve.

Respectfully submitted,

PAT JOHANSEN

Lakehead District School Board Representative  
on the Thunder Bay Public Library Board

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2016 DEC 06  
Report No. 005-17

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

RE: TRUSTEE APPOINTMENTS TO BOARD COMMITTEES – 2017

1. Background

- 1.1 Trustee appointments to Board committees take place in December of each year.
- 1.2 Trustees meet informally to determine a balanced representation on the Board committees.
- 1.3 Annual appointments to Board committees are brought to the Board for approval.

2. Situation

Appointments to Board committees for 2017 have been determined and are included as Appendix A to Report No. 005-17.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the Trustee Appointments to Board Committees – 2017 as set out in Appendix A to Report No. 005-17.

Respectfully submitted,

IAN MACRAE  
Director of Education



**LAKEHEAD DISTRICT SCHOOL BOARD  
OFFICE OF THE DIRECTOR OF EDUCATION**

| <b>TRUSTEE REPRESENTATIVES ON<br/>BOARD COMMITTEES - 2017</b> |   | <b>Arnone</b> | <b>Chambers</b> | <b>Massaro</b> | <b>Oikonen</b> | <b>Playford</b> | <b>Saarinen</b> | <b>Tuohenhagen</b> | <b>Wilson</b> |
|---|---|---------------|-----------------|----------------|----------------|-----------------|-----------------|--------------------|---------------|
| <b>1.</b>   | <b>STATUTORY COMMITTEE</b>  |               |                 |                |                |                 |                 |                    |               |
| 1.1   | Special Education Advisory Committee (SEAC) (2 Trustees + 2 Alternates)   | X             |                 |                |                | A               |                 | X                  | A             |
| 1.2   | Supervised Alternative Learning Committee (SAL) (1 Trustee + 1 Alternate)   | A             |                 |                |                | X               |                 |                    |               |
| 1.3   | Suspension Appeal Hearing/Expulsion Hearing Committee (3 Trustees + 3 Alternates)   | X             |                 | A              | A              | X               |                 | X                  | A             |
| 1.4   | Parent Involvement Committee (PIC) (1 Trustee + 1 Alternate)  | A             |                 |                |                |                 |                 | X                  |               |
| 1.5   | Audit Committee (3 Trustees + 1 Alternate)  | X             |                 | X              | A              | X               |                 |                    |               |
| <b>2.</b>   | <b>OTHER BOARDS</b>   |               |                 |                |                |                 |                 |                    |               |
|   | Ontario Public School Boards' Association Delegate (OPSBA) (1 Trustee + 1 Alternate)  |               | X               |                |                |                 | A               |                    |               |
| <b>3.</b>   | <b>OTHER COMMITTEES</b>   |               |                 |                |                |                 |                 |                    |               |
| 3.1   | Principal Selection Process Committee (1 Trustee + 1 Alternate)   |               |                 | A              |                |                 | X               |                    |               |
| 3.2   | Aboriginal Education Advisory Committee (AEAC) (1 Trustee + 2 Alternates)   | A             | X               |                |                |                 | A               |                    |               |
| 3.3   | OPSBA Awards Selection Committee (3 Trustees)   |               | X               |                | X              |                 |                 |                    | X             |
| 3.4   | Success Advisory Committee (SAC) (1 Trustee + 1 Alternate)  |               |                 |                |                |                 | A               |                    | X             |
| 3.5   | OPSBA Director Liaison Committee (All Trustees)   | X             | X               | X              | X              | X               | X               | X                  | X             |
| 3.6   | Student Transportation Services of Thunder Bay Committee (STSTB) (1 Trustee + 1 Alternate)  |               |                 |                | X              |                 | A               |                    |               |
| 3.7   | School Year Calendar Committee (1 Trustee)  |               |                 |                |                |                 | X               |                    |               |
| 3.8   | Equity and Inclusive Education Committee (1 Trustee + 1 Alternate)  |               | A               |                |                |                 | X               |                    |               |
| <b>3.9</b>  | <b><i>Lakehead Public Schools International</i></b><br><b><i>(1 Trustee + 1 Alternate – Two Year Term)</i></b><br><b><i>December 2015</i></b> | X             |                 |                |                |                 |                 | A                  |               |
| <b>4.</b>   | <b>ELECTED COMMITTEE MEMBERS AT ANNUAL MEETING</b>  |               |                 |                |                |                 |                 |                    |               |
|   | Coordinating Committee<br>(Chair, Vice Chair + 1 Elected Trustee + 1 Alternate)   |               |                 |                |                |                 |                 |                    |               |

\* A = Alternate, C = Chair, VC = Vice Chair, X = Member

November 2016

LAKEHEAD PUBLIC SCHOOLS  
OFFICE OF THE DIRECTOR OF EDUCATION

2016 DEC 06  
Report No. 001-17

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

RE: DIRECTOR'S ANNUAL REPORT 2015-2016

1. Background

1.1 Section 283. (3) of the Education Act states:

“(3) General report of chief executive officer – At the first meeting in December of each year, the chief executive officer of a board shall submit to the board a report in a format approved by the Minister on the action he or she has taken during the preceding 12 months” ... “a copy of such report shall be submitted to the Minister on or before the 31st day of January next following.”

1.2 A memorandum dated February 17, 2012 from Kevin Costante, Deputy Minister, notes that posting the Director's Annual Report to the Board website will satisfy the requirements of the Education Act and the requirement for Directors to report annually on multi-year plans.

2. Situation

It is customary that the Board receive the Director's Annual Report at the Annual or Inaugural meeting.

RECOMMENDATION

It is recommended that Lakehead District School Board receive the Director's Annual Report 2015-2016.

Respectfully submitted,

IAN MACRAE  
Director of Education