



Office of the Director

Jim McCuaig Education Centre
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ANNUAL BOARD MEETING

**Tuesday, December 5, 2017
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 an Alternate Member for the Coordinating Committee | Chair | |
| 5. | Aboriginal Education Advisory Committee Annual Report (005-18) | D. Wawia/
S. Pharand | 1-6 |
| 6. | Special Education Advisory Committee Annual Report (003-18) | L. Sylvestre/
K. Matyasovszky | 7-21 |
| 7. | Parent Involvement Committee Annual Report (002-18) | L. Sylvestre/
J. Davis | 22-25 |
| 8. | Annual Report to the Lakehead District School Board on Public Library Activities for 2017 (006-18) | P. Johansen | 26-28 |
| 9. | Trustee Appointments to Board Committees – 2018 (004-18) | I. MacRae | 29-30 |
| 10. | Director's Annual Report 2016-2017 (001-18)
- Brochure available at the meeting | I. MacRae | 31
+ Handout |
| 11. | 2017-2018 Director's Action Plan (007-18) | I. MacRae | 32
+ Handout |
| 12. | 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

2017 DEC 05
Report No. 005-18

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 2016 to June 2017:

NAME	AFFILIATION
MEMBERS:	
BAXTER, Lawrence	Parent/Guardian
BEARDY, Kathy	Community/Agency
BIG GEORGE, Elyse	Student
CHAMBERS, Ellen	Trustee
CROMARTY, Elliott	Community/Agency
ESSEX, Serena	Parent/Guardian
FONTAINE, Pauline	Elementary Principal
HALIUK, Robin	Parent/Guardian
KANUTSKI, Sharon	Parent/Guardian
PHARAND, Sherri-Lynne	Superintendent – Director Designate
TARDIF, Suzanne	Parent/Guardian
WAWIA, Dolores	Co-Chair
ALTERNATES:	
ARNONE, Marg	Trustee
MEEKIS, Ocean	Student
SAARINEN, George	Trustee
WHITE-KOKEZA, Beverley	Parent/Guardian
RESOURCE:	
BARRADELL, Brenda	Executive Secretary
COLLINS, Brittany	Fort William First Nation
FARRELL-MORNEAU, Dr. Amy	Aboriginal Community Liaison Officer
FENTON, Rita	Elder
FERRAZZO, Cathy	Secondary Vice Principal
GUILLET, Lynnita-jo (Jo Jo)	Education Officer, Aboriginal Education Office, Ministry of Education
GUTHRIE, Anika	Aboriginal Education Resource Teacher
LeBLANC, Donica	Principal, Early Years
LOWER, Jane	Student Success Lead
MARTIN, Gerry	Elder
MERCIER, Isabelle	Elder
WALTER ROWAN, Nicole	Program Coordinator
WORKMAN, Neil	FNMI Resource and Re-engagement Teacher (Jan. 2016)

- 2.5 With the graduation of the student representative in June 2016, one alternate became a voting member.

A chair is elected annually at the December meeting.

- 2.6 The following presentations have been shared at the regular meetings for committee feedback:

Topic	Presenter(s)
Summer Camps	Nicole Walter Rowan, Anika Guthrie
Four Directions	Jane Lower
Biwaase'aa/Maamaawisiwin Project	John Hodson
Kingsway Park Public School - Outdoor Education Academy	Darren Lentz, Claudia Kataquapit (student)
HERE Campaign	Colleen Kappel, Bruce Nugent
Skills Ontario	Michelle Crow, Aboriginal Liaison Officer
Lakehead District School Board - Hiring Practices	Wendy Doran, HR
Urban Aboriginal Strategy – Youth Job and Business Conference	Ashleigh Spooner – UAS Youth Conference Coordinator
2018 – 2018 Budget Presentation	Kirsti Alaksa; Angela Lee-Wiwcharyk
Pathways to Education	Pytor Hodgson
Westgate Collegiate and Vocational Institute - Dance Club	Shannon McQuilter-Viau, Tina Vieier, Nathan Epp
Linking Schools and Families	Precious Anderson, Angelina Tassone, students from Sir Winston Churchill Collegiate and Vocational Institute
Birch Bark Basket Video (McKellar Park Public School)	Anika Guthrie
Hammarskjold High School – Collaborative Inquiry	Rachelle Pelletier, Dan McMillan
FNMI Education Policy Framework – Focus Group	Ashley Sisco

- 2.7 The Aboriginal Education Advisory Committee provided input to the Board's 2017-2018 budget and would like to thank trustees for their ongoing support of First Nation, Métis and Inuit priorities at Lakehead District School Board.
- 2.8 Lakehead District School Board confirmed financial support to AEAC by providing a working budget for the committee. Lakehead District School Board supports the continuation of the First Nation, Métis, and Inuit community liaison officer and the Aboriginal education resource teacher positions, and the support for many Aboriginal education priorities. Funding was also provided to support the Native Language and Native Studies courses, 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 with ten sections being offered. Elementary Native Language programs were offered at Armstrong Public School, École Gron Morgan Public School, Algonquin Avenue Public School and McKellar Park Elementary School for the 2016-2017 school year.

2.10 The Aboriginal Education Advisory Committee has been instrumental in directing and supporting initiatives in Aboriginal education such as: 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, an Aboriginal student sitting as a member on AEAC, welcoming school environments and increasing First Nations, Métis and Inuit presence in our schools. AEAC also supports the Four Directions initiative to implement graduation coaches to support First Nation, Métis and Inuit learners at both Sir Winston Churchill Collegiate and Vocational Institute and Hammarskjold High School. The priorities identified are aligned with the committee's 2016-2017 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 Indigenous resource teacher has also been instrumental in the development and delivery of Board and school-wide professional development such as the math research project: Connecting Anishinaabe and Western Ways of Knowing in Mathematics.

The Indigenous education resource teacher sits as a resource on the Equity and Diversity Committee as well as the Aboriginal Education Advisory Committee, and attends the Provincial Leads meetings.

In response to #62 and #63 Calls to Action, the Indigenous education resource teacher commissioned Indigenous Professional Development from Facing History. The training, entitled Stolen Lives, contained appropriate content and resource materials that aligned with the recommendations from AEAC in relation to professional development.

Indigenous Collaborative Inquiry projects took place in many elementary and secondary schools with the support of the Indigenous education resource teacher. In addition, the Collaborative Inquiry project work led to a partnership between Superior Collegiate and Vocational Institute and the Lakehead University Aboriginal Mentorship Program. This was a yearlong project involving community voice, administrators, educators and other support staff.

2.12 The position of the First Nation, Métis and Inuit (FNMI) 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.

The FNMI community liaison officer developed a video based on the Truth and Reconciliation Commission of Canada (TRC) recommendations and AEAC provided input into the video before it was presented to Lakehead Public School's staff.

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 that included a section on safety tips and student voice where student strengths and other interests can be gathered.

Welcome to Kindergarten booklets were handed out to parents and included tips for parents to support the transition of their children into Kindergarten.

Update to the Aboriginal Presence in our Schools document has begun with reprinting to happen in 2017-2018.

- 2.13 Collaboration with the Nishnawbe Aski Nation (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 initiate annual events such as Fall Harvest (every September) and Spirit of Winter (every February) in which elementary and secondary students participate in cultural activities. The National Aboriginal Day committee worked toward the nationally celebrated event on June 21, 2017, with an Education Day component, to celebrate First Nations, Métis, and Inuit culture held on June 7, 2017 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. Community Elders and AEAC Elders have been invited into many schools and provided explicit teaching and curriculum connections in the classroom.
- 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 Indigenous Friendship Centre; Roots to Harvest; 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.

Mino Bimaadiziwin, a summer camp for students, involves many community partners. This aligns with the AEAC work plan where their recommendation is to provide extra-curricular opportunities where students develop positive attitudes towards learning and self-esteem and a sense of belonging in our community.

In transition planning, students are given an opportunity to attain a Reach Ahead credit while attending Mino Bimaadiziwin Camp.

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

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2017 DEC 05
Report No. 003-18

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

RE: SPECIAL EDUCATION ADVISORY COMMITTEE 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 Kelly Matyasovszky.

- 2.3. In 2016-2017, the Special Education Advisory Committee was comprised of the following members:

Name	Association/Organization
Sheila Marcinyshyn (resigned) Jennifer Bean Martha Mawakeesic (alternate)	Anishnawbe Mushkiki
Laura Sylvestre Cory Koski (alternate)	Autism Ontario - Thunder Bay & District Chapter
Theresa Graham Angela Hill (alternate)	Children's Centre of Thunder Bay
Wilma Kleynendorst	Dilico Anishinabek Family Care
Judy Kay	Fetal Alcohol Support Information Network
Liz Tod	OPTIONS Northwest
Kelly Matyasovszky	VIEWS For the Visually Impaired – Thunder Bay Region
Mike Otway Jen Bertoni (alternate)	VOICE for Hearing Impaired Children
Marg Arnone Jack Playford (Alternate)	Trustee
Trudy Tuchenhagen Ron Oikonen (Alternate)	Trustee

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

- 2.5. The following presentations were made at the regular meetings September 2016-June 2017:

Topic	Presenter(s)
Introduction of Special Education Team and Corresponding Portfolios	Lori Carson
Introduction of the Speech Language Services Team	Theresa Mayer
Attendance Campaign	Colleen Kappel
Algonquin Multi-Needs Program and Classrooms	Ellen Kalbus and Todd Miller
2016-2017 Operational Plan	Colleen Kappel
EQAO Results	Lori Carson and Jane Lower
Westgate C.V.I. Special Education Facilities	Tara Shewchuk and David Workman
2017-2018 Budget Presentation	Kirsti Alaksa
7080 Health & Safety Policy	Kyle Ulvang
8071 Bullying Prevention and Intervention Policy	Jeff Upton
Prevalent Medical Conditions Policy	Leslie Hynnes
Special Needs Strategy	Diane Walker
Autism Ontario	Melissa McKenzie, Krista Gradner and Lori Perozak-Broennle
Special Education Plan	Lori Carson
Equity and Inclusion	Leslie Hynnes and Todd Miller

2.6. 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. Additionally, members have the opportunity to share resources that may be of interest to SEAC members.

The following are some of the resources, workshops and events shared with SEAC members:

- George Jeffrey Children's Centre Sports and Activity Open House;
- Child Abuse Prevention Step Up Campaign;
- Youth Suicide Community Mobilization project art display at Thunder Bay Art Gallery;
- Mini Health Fair;
- Children's Mental Health Conference;
- Autism Ontario *Walk With Me*, Autism Awareness Event;
- Minister's Advisory Council on Special Education (MACSE) meeting;
- Wellness Through Water Community Pow Wow and Feast;

- Ministry of Education Alternative Programs and Courses Session;
- Middle Years Resource Guide shared by Dilico; and
- International Assistive Technology Conference *Closing the Gap*.

2.7. SEAC Participation and Input

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

- Kindergarten Registration Evening, February 6, 2017;
- SEAC representatives on both the North and South Side Accommodation Review Committees; and
- SEAC representation on Kingsway/Hyde Park Public Schools and Sir Winston Churchill/Westgate C.V.I. Transition Committees.

2.8. 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 2016-2017 SEAC work plan.

2.9. Advocacy

An advocacy memo was sent to all Lakehead District School Board schools for distribution to families as well as inclusion in newsletters and posting on school websites. Included with the memo was the document *Advocacy Information for Families*, attached as Appendix B.

SEAC members have acted as advocates to assist students and their families within our schools. At each SEAC meeting, members record their advocacy over the course of the month. From September 2016 to June 2017, four members provided advocacy on 13 occasions to parents/guardians either by phone, in person, in group participation, or via email.

2.10. Provincial and Board Involvement

Common issues regarding special education funding are shared with the Board of Trustees, Minister's office, Ontario Public School Board Association (OPSBA), and the provincial SEAC's.

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

- 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*.
- The SEAC website was maintained and its use encouraged.

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.

SEAC members were informed of the opportunity to present a delegation to the Board regarding the budget. Laura Sylvestre and Kelly Matyasovszky represented SEAC at the Budget Committee deputation meeting on April 10, 2017.

SEAC received an invitation from OPSBA to provide feedback to the Minister's Advisory Council on Special Education (MACSE) regarding *Communication: Collaborating with the Community*. SEAC members provided feedback to targeted questions that would be addressed at the June 5, 2017 MACSE meeting.

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.

2.11. Special Events

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.

During 2016-2017, three SEAC meetings were held at different Lakehead Public School locations. On November 16, 2016, the SEAC meeting was held at Algonquin Avenue Public School and on February 15, 2017 the SEAC meeting was held at Westgate Collegiate and Vocational Institute. SEAC members were provided with tours of the Special Needs/Multi Needs classrooms at these schools. The May 22, 2017 meeting was held at Hammarskjold High School prior to the special event session sponsored by SEAC.

As a result of a Parent Involvement Committee (PIC) funding opportunity on May 22, 2017, SEAC hosted a special event at Hammarskjold High School and invited parents/guardians students, educators, community partners and the general public to attend. Donna Fry, from the Ministry of Education, was the key note speaker who presented *Digital Tools to Support Learning*. Concurrent sessions were held and students Aidan Matyasovszky, a Grade 5 student, presented *The Power of Assistive Technology*, and Dylan Kingston, a Grade 8 student, presented *Using Assistive Technology as a Classroom Too to Support a Learning Disability*. Presentations were well received by attendees. As a result of the PIC funding, admission was free to the event with a non-perishable food donation or coin donation to Shelter House Thunder Bay.

2.12. SEAC Input

On a regular basis, at SEAC meetings, input is requested of members on various topics. During the 2016-2017 school year, input was requested and provided by SEAC on the following:

- Naming of New and Consolidated Schools 8050 Policy;
- Prevalent Medical Conditions New Policy;
- Bullying Prevention and Intervention 8071 Policy;
- Ministers Advisory Council on Special Education; and
- Special Education Plan.

3. Areas of Focus

SEAC will continue to promote and review the following:

- increase awareness of SEAC and its role;
- 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.

4. Recognition

In recognition of their dedication to special education, two SEAC members and one support staff were recognized by Ontario Public School Board Association (OPSBA) for their ongoing commitment to special education. Eileen Haven, former Executive Secretary, received the OPSBA Award of Excellence for her steadfast dedication, professionalism and compassionate efforts in support of SEAC. Sheila Marcinyshyn was recognized for her dedication to the success of students during her 13 year tenure on SEAC. Kelly Matyasovszky also received the OPSBA Achievement award for her ongoing and tireless advocacy in support of SEAC.

5. 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,

KELLY MATYASOVSKY
Vice Chair
Special Education Advisory Committee

LAURA SYLVESTRE
Chair
Special Education Advisory Committee

SEAC 2016-2017 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Review Advocacy and Resources	Review advocacy binder at a SEAC meeting	Ongoing	<ul style="list-style-type: none"> • Chair • Superintendent • All Members 	SEAC members assist parents/guardians of students with special needs	<ul style="list-style-type: none"> • Reviewed Advocacy binder at September 21 SEAC meeting. • Reviewed SEAC Advocacy Information for Families Document at October 19 SEAC meeting. • Monthly Advocacy tracking at each SEAC meeting.

SEAC 2016-2017 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
<p>Support Families in Transition re: School Renewal</p>	<p>SEAC members provide support to families who will transition schools due to school renewal.</p>	<p>Sep 2018</p>	<ul style="list-style-type: none"> • Chair • Superintendent • All Members 	<p>Families feel supported</p>	<ul style="list-style-type: none"> • Preliminary transition information discussed at Oct 19 SEAC meeting. • At Dec 14 meeting, SEAC representatives requested for Transition Committees: Kingsway Park & Hyde Park and Sir Winston Churchill & Westgate. • Cory Koski attends Kingsway Park/Hyde Park Transition Committee meetings. Updates provided at Feb 15, Mar 22 SEAC meetings. • Laura Sylvestre attends Sir Winston Churchill & Westgate meetings. Update was provided at the April 19 SEAC meeting.

SEAC 2016-2017 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
SEAC Guest Speaker Event	<ul style="list-style-type: none"> • Discuss options for guest speakers and topics • Contact speakers under consideration • Determine a date 	Spring 2017	<ul style="list-style-type: none"> • Chair • Superintendent • Members • Executive Secretary 	Event is well attended and well received	<ul style="list-style-type: none"> • Discussed a possible guest speaker at the Oct 19 SEAC meeting. • Further information to be brought to Nov 16 meeting for discussion. • Date of event, topic and presenter determined at Dec 14 meeting. • Presenter and location finalized at Jan 18 meeting. • Final details reviewed and approved at Feb 15 SEAC meeting. • Event held on Mar 22 at Hammarskjold High School. • Feedback to be addressed at April 19 SEAC meeting.

SEAC 2016-2017 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Provide input to a minimum three policy & procedures	<ul style="list-style-type: none"> • Naming of New and Consolidated Schools • Prevalent Medical Conditions • Bullying Prevention & Intervention 	June 2017	<ul style="list-style-type: none"> • Chair • Superintendent • Members 	Input is provided	<ul style="list-style-type: none"> • Naming of New and Consolidated Schools Policy discussed at Nov 16 SEAC meeting. • Bullying Prevention & Intervention Policy to be presented at April 19 SEAC meeting. • Prevalent Medical Conditions Policy to be presented at May 17 SEAC meeting.

SEAC 2016-2017 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Hold SEAC at Schools (minimum 2)	<ul style="list-style-type: none"> • Enhancing communication with schools • Awareness & Connections with parents/guardians • Visit specific SN/MN programs • Invite School Council • Send invitations to parents/guardians to attend through school newsletters 	June 2017	<ul style="list-style-type: none"> • Superintendent • Executive Secretary 	Members view and experience programs and services for students with Special Needs at school locations	<ul style="list-style-type: none"> • Algonquin Multi-Needs Program chosen as first location and discussed at Oct 19 SEAC meeting. Meeting to take place Nov 16 at Algonquin Avenue Public School. • At Jan 18 meeting information was shared regarding the visit to Westgate CVI. • Feb 15 meeting held at Westgate CVI. • Mar 22 meeting held at Hammarskjold High School.

SEAC 2016-2017 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
<p>Awareness and Connections of SEAC</p>	<ul style="list-style-type: none"> • Display information at Board events • Visit schools as part of meeting schedule 	<p>Ongoing</p>	<ul style="list-style-type: none"> • Chair • Superintendent • Members 	<p>Awareness of SEAC is increased</p>	<ul style="list-style-type: none"> • Nov 16 SEAC meeting held at Algonquin Avenue Public School. • SEAC Kid’s Page in Dec 26 Edition of The Chronicle Journal. • SEAC Table at Kindergarten Registration evening, Feb 6.



Special Education Advocacy

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

(807) 625-5126

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.

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

2017 DEC 05
Report No. 002-18

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 2016-2017 Parent Involvement Committee was comprised of the following members:

Member's Name	Group Represented
Sharon Kanutski	Aboriginal Education Advisory Committee (AEAC)
Serena Essex	Alternate AEAC Representative
Laura Prodanyk	Community Representative
Jennifer Davis	School Council Representative
Jerry DeVries	School Council Representative
Katie Hughdie	School Council Representative
Krista Power	Alternate School Council Representative
Nicole Carlson	Parent Member
Laura Walker	Parent Member
Robert Eady	Alternate Parent Member
Laura Sylvestre	Special Education Advisory Committee (SEAC)
Michael Otway	Alternate SEAC Representative
David Isherwood	Principal Representative
Donica LeBlanc	Alternate Principal Representative
Nicole Walter Rowan	Teacher Representative
Julie Gayoski-Luke/Corrine Russell-Pritoula	Alternate Teacher Representatives
Trudy Tuchenhagen	Trustee Representative
Marg Arnone	Alternate Trustee Representative
Ian MacRae	Director of Education
Judy Hill	Executive Assistant
Bruce Nugent	Communications Officer

- 2.2 Four meetings were held this year. The chair and vice chair were elected in November 2016. In addition to Parent Involvement Committee meetings, one event was held.
- 2.3 On October 17, 2016, the Parent Involvement Committee hosted an event: Supporting School Councils. Principals, school council chairs and one parent member were invited. The evening included a brief overview of the Parent Involvement Committee and a school council facilitated discussion led by Dr. David Tranter, Mental Health Lead. 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:

- Summer Programs;
- Attendance Campaign;
- Policy 8050 – Naming and Opening of New or Consolidated Schools;
- Thunder Bay District Health Unit; Presentation – School Travel Planning;
- Mental Health Presentation;
- Policy 4005 – English Language Learners;
- Kindergarten Information Evening;
- 2017-2018 School Year Calendar;
- 2017-2018 Budget;
- Policy 7080 – Health & Safety;
- International Students/Homestay Program;
- New Kindergarten Report Card;
- OPSBA 2017 Awards Program;
- Policy 6065 – Prevalent Medical Conditions;
- School Council email network; and
- Director’s Report (an item on all agendas).

2.5 The Parent Involvement Committee provided input to the Board’s 2017-2018 Budget on April 10, 2017.

2.6 Funding was provided to the Special Education Advisory Committee (SEAC) and the Aboriginal Education Advisory Committee (AEAC) to support activities for parents.

SEAC funding was used to host a presentation on Digital Tools to Support Learning at Hammarskjold High School on March 22, 2017 by Donna Fry, the Provincial Lead for Leading Technology Enabled Learning and Teaching with the Ministry of Education.

AEAC funding was used to offset the cost of producing videos of students sharing their goals and experiences while attending secondary school in Thunder Bay.

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. This included supporting information for school newsletters and school council chairs, regular updates to the Parent Involvement Committee and school council sections of the Lakehead Public Schools website and a school council email network. As well, the committee continues to work towards the re-establishment of the Council of School Council Chairs for January of 2018. 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, the 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
- Laura Sylvestre and Jennifer Davis as PIC representatives at Kindergarten Registration Night.

3. Thunder Bay Regional Parent Involvement Committee Symposium

Chair Sylvestre, Vice Chair Davis and parent member, Robert Eady, attended the regional symposium held in Thunder Bay on April 29, 2017.

4. Provincial Involvement

Serena Essex attended the People for Education's 20th Annual Making Connections Conference in Toronto November 12, 2016 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 2017-2018 Parent Involvement Committee held its first meeting on November 20, 2017.

Respectfully submitted,

JENNIFER DAVIS
Vice Chair
Parent Involvement Committee

LAURA SYLVESTRE
Chair
Parent Involvement Committee

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2017 DEC 05
Report No. 006-18

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 2017

1. Statistical Overview

Type:	Annual Stats			
	2016	2015	2014	2013
Total Uses	3,327,096	3,197,089	3,294,955	3,229,286
New registrants- Children* (Sept 1 / 16 - Aug 31 / 17)	864	830	779	824
New registrants-Youth* (Sept 1 / 16 - Aug 31 / 17)	108	96	103	101
Total Children's Members*	12,019	11,567	11,240	10,939
Total Youth Members*	6,172	6,167	6,478	6,763
Children and Youth Programs	1,139	647	645	637
Children and Youth Program Attendance	24,166	19,581	19,573	19,854
Average C&Y program attendance per program	21.2	30.3	30.3	31.2
Class Visits - Public Schools	36	33	41	43
Class Visit Participants	1,796	1,068	1,420	1,849

* 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 2016, ten 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 276 students (with a focus on senior English classes working on Independent Study assignments). Meanwhile, children's staff presented a variety of programs for visiting classes from storytelling and puppet shows, to learning about databases to library scavenger hunts.

2.2. Readers are Leaders

This popular program supports children in Grades 1 to 3 who need some extra help with reading. Children are matched with trained volunteers who provide one-on-one coaching, share reading, model good reading and play literacy-based games. Scholar's Education Centre, at the beginning and end of the program, assesses children in the summer version of the program so that progress can be tracked. A hundred percent of the children assessed in 2016 demonstrated improved fluency and ability that would support them well as they re-enter school a few weeks later.

2.3. 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.

2.4. TD Summer Reading Club

The theme for this year's annual TD Summer Reading Club was Canada! Students from Junior Kindergarten through Grade 7 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 Canada Games Complex free entry. 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. In total, we had 447 children participate and attend 1,290 programs specific to the Summer Reading Club.

2.5. 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.

2.6. 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.

2.7 Co-Operative Placements

Thunder Bay Public Library supervised two students in the Westgate Collegiate and Vocational Institute's Co-Operative Program at the Brodie Resource Library in 2016. The majority of their learning and work was geared towards research, writing for the World War One Thunder Bay Centennial Project, and indexing work related to our local history collection.

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

2017 DEC 05
Report No. 004-18

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

RE: TRUSTEE APPOINTMENTS TO BOARD COMMITTEES – 2018

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 2018 have been determined and are included as Appendix A to Report No. 004-18.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the Trustee Appointments to Board Committees – 2018 as set out in Appendix A to Report No. 004-18.

Respectfully submitted,

IAN MACRAE
Director of Education



LAKEHEAD DISTRICT SCHOOL BOARD OFFICE OF THE DIRECTOR OF EDUCATION

TRUSTEE REPRESENTATIVES ON BOARD COMMITTEES - 2018		Arnone	Chambers	Massaro	Oikonen	Playford	Saarinen	Tuohenhagen	Wilson
1.	STATUTORY COMMITTEE								
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 (1 Trustee + 1 Alternate)	A						X	
1.5	Audit Committee (3 Trustees + 1 Alternate)	X			A	X		X	
2.	OTHER BOARDS								
	Ontario Public School Boards' Association (OPSBA) delegate (1 Trustee + 1 Alternate)		X				A		
3.	OTHER COMMITTEES								
3.1	Principal Selection Process Committee (1 Trustee + 1 Alternate)		A				X		
3.2	Aboriginal Education Advisory Committee (1 Trustee + 2 Alternates)	X	A					A	
3.3	OPSBA Awards Selection Committee (3 Trustees)		X		X			X	
3.4	Success Advisory Committee (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)				A		X		
3.7	School Year Calendar Committee (1 Trustee)						X		
3.8	<i>Equity and Inclusive Education Committee (1 Trustee + 1 Alternate)</i>		X				A		
3.9	Lakehead Public Schools International (1 Trustee + 1 Alternate – two year term) December 2017	A						X	
4.	ELECTED COMMITTEE MEMBERS AT ANNUAL MEETING								
	Coordinating Committee (Chair, Vice Chair + 1 Elected Trustee + 1 Elected Alternate)								

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

November 2017

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2017 DEC 05
Report No. 001-18

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

RE: DIRECTOR'S ANNUAL REPORT 2016-2017

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 2016-2017.

Respectfully submitted,

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2017 DEC 05
Report No. 007-18

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

RE: 2017-2018 DIRECTOR'S ACTION PLAN

1. Background

- 1.1 Following the presentation of the 2017-2018 Operational Plan at the Standing Committee Board Meeting held June 13, 2017, the Director's annual Action Plan was developed.
- 1.2 This document articulates the commitment of the Director of Education to system leadership actions.

2. Situation

The 2017-2018 Director's Action Plan will be provided as a handout.

Respectfully submitted,

IAN MACRAE
Director of Education