



Office of the Director

Jim McCuaig Education Centre
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INAUGURAL BOARD MEETING

**Tuesday, December 4, 2018
Jim McCuaig Education Centre
6:00 p.m. – in the Board Room**

Ian MacRae
Director of Education

AGENDA

- | | | | |
|-----|---|----------------------------|-------|
| 1. | Call to Order | | |
| 2. | Notation of Municipal Clerk's Certificates of Election or Acclamation | Director | |
| 3. | Declarations and Oaths of Allegiance | Director | |
| 4. | Election of Chair of the Board | Director | |
| 5. | Election of Vice Chair of the Board | Chair | |
| 6. | Election of a Member and Alternate of the Coordinating Committee | Chair | |
| 7. | Thunder Bay Public Library Board Annual Report (006-19) | P. Johansen/ J. Roberts | 1-4 |
| 8. | Aboriginal Education Advisory Committee Annual Report (005-19) | A. Nurmela | 5-11 |
| 9. | Parent Involvement Committee Annual Report (002-19) | J. Davis | 12-15 |
| 10. | Special Education Advisory Committee Annual Report (003-19) | C. Kappel | 16-32 |
| 11. | Approval of Appointments to the Special Education Advisory Committee (007-19) | C. Kappel | 33-34 |
| 12. | Trustee Appointments to Board Committees – 2019 (004-19) | I. MacRae | 35-36 |

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

13. Director's Annual Report 2017-2018 (001-19)

I. MacRae

37
+ handout

14. Adjournment

**** RECEPTION TO FOLLOW ****

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

2018 DEC 04
Report No. 006-19

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

RE: THUNDER BAY PUBLIC LIBRARY BOARD ANNUAL REPORT

1. Statistical Overview

| Type: | Annual Stats | | | |
|--|--------------|-----------|-----------|-----------|
| | 2017 | 2016 | 2015 | 2014 |
| Total Uses | 3,462,111 | 3,327,096 | 3,197,089 | 3,294,955 |
| New Registrants - Children* (Sept 1 / 16 - Aug 31 / 17) | 816 | 864 | 830 | 779 |
| New registrants -Youth* (Sept 1 / 16 - Aug 31 / 17) | 110 | 108 | 96 | 103 |
| Total Children's Members* | 12,332 | 12,019 | 11,567 | 11,240 |
| Total Youth Members* | 5,729 | 6,172 | 6,167 | 6,478 |
| Children and Youth Programs | 1,131 | 1,139 | 647 | 645 |
| Children and Youth Program Attendance | 24,670 | 24,166 | 19,581 | 19,573 |
| Average C&Y Program Attendance Per Program | 21.8 | 21.2 | 30.3 | 30.3 |
| Class Visits - Public Schools | 55 | 36 | 33 | 41 |
| Class Visit Participants | 1,902 | 1,796 | 1,068 | 1,420 |

* Includes juvenile limit and non-resident members commencing 2009.

* Statistical overview reflects January – December stats as per Thunder Bay Public Library (TBPL) survey data collection. Full write-ups below reflect September 2017 - June 2018 school year.

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

2.1 Class Visits

During the 2017-2018 school year, TBPL staff presented a wide variety of programs at TBPL locations for visiting elementary school classes. Programs included storytelling and puppet shows, learning about databases and information searching, and more. Programs designed for elementary school classes focused on the development of early literacy and fostering a love of reading in students. A total of 31 class visits were held and 1134 students participated.

During the 2017-2018 school year, 18 in-class research and information literacy workshops were held at Hammarskjold High School, Westgate Collegiate and Vocational Institute, Sir Winston Churchill Collegiate and Vocational Institute and Superior Collegiate and Vocational Institute. A total of 363 students and teachers participated. The focus of most workshops was on research methods, accessing library resources in library and online, and building information literacy skills. Further, TBPL staff worked with 51 students on the new Happiness Rocks program.

2.2 Cooperative Placements & Volunteer Opportunities at the Library

TBPL regularly accepts cooperative placements from local secondary schools. Cooperative education teachers and coordinators are encouraged to contact their nearest library location to inquire about cooperative education opportunities.

Our Youth Advisory Council provides volunteer opportunities for secondary school students to develop their critical thinking and leadership skills in an inclusive and engaging environment. The students provide a youth perspective on library services, participate in purchasing materials for the library's collection and help to plan and promote special programs for youth and young adults.

The Readers are Leaders program also provides volunteer opportunities for older students who act as reading mentors to younger children.

2.3 Ontario Library Association - Forest of Reading Programs

Schools participating in the programs were able to find the program books at the Thunder Bay Public Library as purchased for the Blue Spruce, Silver Birch and Red Maple reading programs. We also offered the program for children who could not participate through a school. Participation introduced children to some of the best recent Canadian literature written for their age and grade level.

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 Northern Nature Trading

Northern Nature Trading is a special kind of swap shop located at the Mary J. L. Black Branch Library. Children of all ages can bring in the natural things they have found and trade them for things in our collection. This ongoing program inspires students to learn more about the natural world and is attractive to classes when planning visits to the Library while they cover Environmental Education sections of the curriculum.

2.6 Outreach

Thunder Bay Public Library staff had the opportunity to interact with 65 people at the 2017-2018 Welcome to Kindergarten event and 227 people at the National Aboriginal Day Thunder Bay – Education Day.

2.7 Readers are Leaders

This popular program supports children in Grades 1 to 3 who need some extra help with reading. They are matched with trained volunteers who provide one-on-one coaching, share reading, model good reading and play literacy-based games. This program fosters early literacy and inspires children to enjoy reading as they grow and develop into adults. From September 2017 - June 2018, TBPL had 101 children register and participate in Readers are Leaders. Trends in this year's program included increased requests for help in reading French language materials and parental requests for a spring session.

2.8 Research Opportunities at the Library

Students from all Lakehead Public Schools have free access to research material and online 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.

2.9 TD Summer Reading Club

The theme for this year's annual TD Summer Reading Club was "Passions". 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 coupons and passes for Boston Pizza, Mario's Bowl and the Canada Games Complex as well as Frisbees, chalk and a take home craft. A party was held at each location to celebrate a successful summer of reading. Each party included refreshments and activities, such as making "books of wonder". A total of 416 children participated in the 2018 Summer Reading Club at TBPL (an increase of 13% over 2017 participation).

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

2018 DEC 04
Report No. 005-19

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 8061 Aboriginal Education Advisory Committee Policy 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 2018-2019 meeting schedule was approved at the May 17, 2018 meeting.

- 2.4 The Aboriginal Education Advisory Committee was comprised of the following people from September 2017 to June 2018:

| NAME | AFFILIATION |
|-----------------------------|---|
| MEMBERS: | |
| ARNONE, Marg | Trustee |
| BAXTER, Selena (Nov. 16) | Student |
| BAXTER, Lawrence | Parent/Guardian |
| BEARDY, Kathy | Community/Agency |
| CROMARTY, Elliott | Community/Agency |
| ESSEX, Serena | Parent/Guardian |
| FONTAINE, Pauline | Elementary Principal |
| KANUTSKI, Sharon | Parent/Guardian |
| PHARAND, Sherri-Lynne | Superintendent – Director Designate |
| WAWIA, Dolores | Co-Chair |
| | |
| ALTERNATES: | |
| CHAMBERS, Ellen | Trustee |
| KAKEGAMIK, Anna Fern | Community/Agency |
| METATAWABIN, Skylene | Community/Agency |
| MOONIAS, Brandon (Nov. 16) | Student |
| TUCHENHAGEN, Trudy | Trustee |
| | |
| RESOURCE: | |
| ANDREWS, Kathleen | Program - Secondary Resource Teacher |
| BARRADELL, Brenda | Executive Secretary |
| COLLINS, Brittany | Fort William First Nation |
| FENTON, Rita | Elder |
| FLASZA, Donna | Secondary Vice Principal |
| GUILLET, Lynnita-Jo (Jo Jo) | Education Officer, Indigenous Education Office, Ministry of Education |
| HYNNE, Leslie | Education Officer |
| JUDGE, Mike | ETFO President |
| LAROCQUE, Chris | FNMI Student Success Re-Engagement Teacher |
| LeBLANC, Donica | Principal, Early Years |
| LOWER, Jane | Student Success Lead |
| MARTIN, Gerry | Elder |
| MERCIER, Isabelle | Elder |
| SGAMBELLURI, Jasmine | Aboriginal Education Resource Teacher |
| NURMELA, Ashley | FNMI Community Liaison Officer |
| WALTER ROWAN, Nicole | Program Coordinator |

- 2.5 With the graduation of the student representative in June 2017, two new students were approved by the Board on October 24, 2017.

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) |
|---|---|
| NAN - overview of EPPs | Angela Benedict, Anna Fern Kakegamic |
| Brook McIlroy Inc. - Re: addition and renovation plans for Westgate CVI | Sean Serino - Brook McIlroy Inc., Jim Desaulniers and Mark Hakala, LDSB |
| Mino Bimaadiziwin - Summer Camps | Nicole Walter Rowan, Donica LeBlanc, Jane Lower |
| Anti-Racism/Inclusion Research Project (1) | Daniel Griffin, Barry Smith, Bruce Nugent and Ashley Nurmela |
| Matawa – Education Partnership Program Liaison | Skylene Metatawabin |
| Mino Bimaadiziwin – Ottawa Trip Update | Nicole Walter Rowan |
| Westgate Renovations Update | Heather Harris |
| Edgewater/Agnew Transition Update | Heather Harris |
| Vale Breakfast Program | Roger Drcar, Dave Isherwood and students from Sir Winston Churchill CVI |
| 2018 – 2019 Budget Presentation | Kirsti Alaksa; Angela Lee-Wiwcharyk and Brooklyn Delpino |
| Biwaase'aa/Maamaawisiwin Education Innovation– Final Report | John Hodson |
| Anti-Racism/Inclusion Research Project – update (2) | Daniel Griffin, Barry Smith, Bruce Nugent and Ashley Nurmela |
| InStem Land Base Camp Idea | Lisa Harris, LU Aboriginal Mentorship Program and Joseph Duncan, LU Land Camp Coordinator |
| Indigenous Student Voice Committee – Hammarskjold High School | Chris Larocque and Rain White |
| Student Videos made with PIC money | Ashley Nurmela |
| Anti-Racism/Inclusion Research Project – update (3) | Daniel Griffin, Barry Smith, Bruce Nugent and Ashley Nurmela |
| Reconciliation Artwork Project | Keith Ailey |

- 2.7 The Aboriginal Education Advisory Committee provided input to the Board's 2018-2019 Budget and would like to thank trustees for their ongoing support of First Nations, 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 Nations, 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 three 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, McKellar Park Central Public School and Ogden Community Public School for the 2017-2018 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 Nations, Métis and Inuit learners at both Westgate Collegiate and Vocational Institute and Hammarskjold High School. The priorities identified are aligned with the committee's 2017-2019 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 Inclusive Education 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 Nations, 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 First Nations' communities and the Board's schools (K-12) that support Aboriginal student success and transitions.

The FNMI community liaison officer completed final revisions to the First Nations, Métis and Inuit Presence in Our Schools booklet (formerly called Aboriginal Presence in Our Schools). Printed and electronic copies are available. She also facilitated discussions that focused on anti-racism and inclusion in our schools.

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. Lakehead District School Board and our community partners sponsored a city tour on a city transit bus for Indigenous students from outlying communities to familiarize them with recreation and health services that are available.

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 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, 2018, with an Education Day component, to celebrate First Nations, Métis, and Inuit culture held on June 6, 2018 for Thunder Bay elementary students.

2.15 Community visits and curriculum collaboration with the following community partners continued with:

- NAN Education Partnership Program;
- 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; and
- Thunder Bay Art Gallery.

As in the past, Elders' input into our Board goals has been impactful on 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.

2.16 Provincial/Board Involvement

2.16.1 The elementary, secondary and program staff resource individuals regularly attend meetings to provide information and receive input from the committee on various initiatives.

2.16.2 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 8061 Aboriginal Education Advisory Committee Procedures. The committee extends its thanks to Lakehead District School Board for its support of the committee and Aboriginal education.

Miigwetch.

Respectfully submitted,

ASHLEY NURMELA
First Nations, Métis and Inuit Community Liaison Officer

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

2018 DEC 04
Report No. 002-19

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 2017-2018 Parent Involvement Committee was comprised of the following members:

| Member's Name | Group Represented |
|--|--|
| Serena Essex Sharon Kanutski | Aboriginal Education Advisory Committee (AEAC) Alternate AEAC Representative |
| Robin Cawlishaw Laura Prodanyk | Community Representative Community Representative |
| Jennifer Davis Lisa Hipwell-Mineau Krista Power Ruth Vannieuwenhuizen | School Council Representative School Council Representative School Council Representative School Council Representative |
| Karen Bonazzo | Alternate School Council Representative |
| Nicole Carlson Laura Walker Robert Eady Susan Marion | Parent Member Parent Member Alternate Parent Member Alternate Parent Member |
| Laura Sylvestre Michael Otway | Special Education Advisory Committee (SEAC) Alternate SEAC Representative |
| David Isherwood Donica LeBlanc | Principal Representative Alternate Principal Representative |
| Nicole Walter Rowan Kathleen Andrews | Teacher Representative Alternate Teacher Representative |
| Trudy Tuchenhagen Marg Arnone | Trustee Representative Alternate Trustee Representative |
| Ian MacRae | Director of Education |
| Judy Hill Bruce Nugent | Executive Assistant Communications Officer |

2.2 Six meetings were held this year. The chair and vice chair were elected in November 2017. The Parent Involvement Committee was instrumental in the re-establishment of Council of School Council Chairs and the council held two meetings this past school year.

- 2.3 Regular meetings included opportunities to receive information and to give feedback on topics such as:
- Policy 6040 – Reporting of Children in Need of Protection;
 - Summer Programs;
 - Marketing Plan;
 - Mental Health presentation;
 - Policy 8012 Fundraising in the Schools;
 - Capital Projects Update;
 - Kindergarten Information Evening;
 - 2018-2019 School Year Calendar;
 - 2018-2019 Budget Process;
 - Lakehead University Achievement Program;
 - Minister’s 9th Annual PIC Symposium;
 - People for Education’s 21st Annual Making Connections Conference;
 - OPSBA 2018 Awards Program;
 - School Council email network; and
 - Director’s Report (an item on all agendas).
- 2.4 The Parent Involvement Committee provided input to the Board’s 2018-2019 Budget on April 3, 2018.
- 2.5 Funding was provided to the Special Education Advisory Committee (SEAC) and the Aboriginal Education Advisory Committee (AEAC) to support activities for parents.
- SEAC hosted a presentation by Dr. Kristen McLeod on “Helping Your Child Build Resilience in the Face of Overwhelming Stress”. SEAC will also have a number of videos produced that will support students and families.
- AEAC requested that their funding be carried forward to the 2018-2019 school year as they will be finalizing plans at their September 2018 meeting.
- 2.6 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.
- 2.7 During the year, the Parent Involvement Committee was represented by:
- Ruth Vannieuwenhuizen 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. Minister's 9th Annual PIC Symposium

Five school council chairs and the FNMI community liaison officer attended the symposium in Toronto on April 20 and 21, 2018. Information was provided to the committee upon their return.

4. Provincial Involvement

Laura Prodanyk attended the People for Education's 21st Annual Making Connections Conference in Toronto on November 11, 2017 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 2018-2019 Parent Involvement Committee held its first meeting on November 19, 2018.

Respectfully submitted,

Jennifer Davis, Vice Chair
Parent Involvement Committee

Laura Sylvestre, Chair
Parent Involvement Committee

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 DEC 04
Report No. 003-19

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 (LDSB) established the Special Education Advisory Committee (SEAC) 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 SEAC members coincides with the term of the Board, an advertisement was placed in The Chronicle Journal and The Source inviting agencies/organizations to nominate representatives, and parents/guardians community members to self-nominate for the community representative positions for the term of office December 2014 to November 2018.
- 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 2017-2018, the Special Education Advisory Committee was comprised of the following members:

| Name | Association/Organization |
|---|--|
| Jennifer Bean Martha Mawakeesic (alternate - resigned) Amanda Lebel (alternate) | Anishnawbe Mushkiki |
| Laura Sylvestre (Sept. 2017-Feb. 2018) Cory Koski - (alternate) | Autism Ontario - Thunder Bay & District Chapter |
| Laura Sylvestre (Mar 2018 – Jun. 2018) | Child and Community Resources |
| Theresa Graham (resigned) Angela Hill (alternate) | Children's Centre Thunder Bay |
| Wilma Kleynendorst | Dilico Anishinabek Family Care |
| Judy Kay – (resigned) Miranda Myers | 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 |
| Ron Gernat | Community Representative |
| Danielle Miller | Community Representative |
| Marg Arnone Ellen Chambers (Alternate) | Trustees |
| George Saarinen Trudy Tuchenhagen (Alternate) | Trustees |

- 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 2017- June 2018:

| Topic | Presenter(s) |
|---|---|
| Introduction of Special Education Team and Corresponding Portfolios | Lori Carson, Special Education Officer |
| Ontario Education Equity Action Plan | Leslie Hynnes, Education Officer |
| Vance Chapman Public School Special Needs Program - Tour and Presentation | Anne Marie McMahon-Dupuis, Principal Lydia Wiita, Special Education Teacher Marie Fontaine, Facilitator |
| Operational Plan | Colleen Kappel, Superintendent |
| Coordinated Service Planning | Scott McBean, Children's Centre Thunder Bay |
| EQAO Results | Lori Carson, Special Education Officer |
| Policy 4022 Prior Learning Assessment and Recognition | Jane Lower, Student Success Lead |
| Policy 4023 Prior Learning Assessment and Recognition for Mature Students | Jane Lower, Student Success Lead |
| 2018-2019 Budget Presentation | Colleen Kappel, Superintendent |
| Equity (3) | Leslie Hynnes, Education Officer |
| Ontario Autism Program | Erin Dunn, Child and Community Resources |
| CTCC Pilot Project | Lori Carson, Special Education Officer |
| Generator – SEAC Video Outline and Recommendation | Daniel Griffin Scott MacKay Ryan Novak |
| Environmental Accommodations for Students | Kim Pineau, ABA & ASD Resource Teacher K-12 |
| Sir Winston Churchill CVI Reengagement Program | Roger Drcar, Student Success Lead |
| Special Needs Strategy | Angela Hill, Children's Centre Thunder Bay |

2.6 Professional Development

SEAC members are always 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:

- Walk with Me for Autism Awareness;
- Fetal Alcohol Syndrome Disorder Training;
- Children's Centre Thunder Bay Parent Information Sessions;
- Normal Empower and Promoting First Nations Children, Mental Health Workshop;
- Thunder Bay Situation Table services;
- Dilico Anishnawbe Mushkiki Early On Program; and
- Trauma Informed Support Conference.

2.7 SEAC Participation and Input

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

- Kindergarten Registration Evening, February 5, 2018;
- SEAC representation on Kingsway Park Public School/Hyde Park Public School, Sir Winston Churchill CVI/Westgate CVI and Agnew H. Johnston Public School/Edgewater Park Public School Transition Committees; and
- representation on the Success Advisory Committee and Parent Involvement Committee.

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 2017-2018 SEAC Work Plan.

2.9 Advocacy

An advocacy memo was sent to all LDSB 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 2017 to June 2018, eight members provided advocacy on 14 occasions to parents/guardians either by phone, in person or via email. Advocacy was provided for areas including IPRCs and IEPs, relationships and communication between schools and families, processes, and resource sharing.

2.10 Provincial and Board Involvement

2.10.1 Common issues regarding Special Education funding are shared with the board of trustees, Ministry of Education's office, Ontario Public School Boards' 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;
- SEAC participated in the Kindergarten registration evening;
- SEAC hosted community engagement events; and
- information posted to the SEAC website.

2.10.2 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.

2.10.3 SEAC members were informed of the opportunity to present a delegation to the Board regarding the budget. Cory Koski represented SEAC at the Budget Committee Deputation Meeting on April 3, 2017.

2.10.4 SEAC received two invitations 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 future MACSE meetings.

2.10.5 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

2.11.1 During 2017-2018, two SEAC meetings were held at different Lakehead Public School locations. On November 15, 2017, the SEAC meeting was held at Vance Chapman Public School. Anne Marie McMahon-Dupuis, Principal, Lydia Witta, Special Education Teacher and Marie Fontaine, Facilitator, gave a presentation on supports offered at the school and provided a tour of their special needs classroom, the rest and restore room, the light room and the ball room. On May 16, 2018 the SEAC meeting was held at Sir Winston Churchill CVI. Roger Drcar, Student Success Lead, presented on the engagement/re-engagement work underway which support students and encourage them to remain in school.

2.11.2 As a result of a PIC funding opportunity, SEAC hosted a Community Engagement Session at Superior CVI on March 1, 2018. Parents/guardians, educators, community partners and the general public were invited to attend. Dr. Kristen McLeod presented on “Helping Your Child Build Resilience in the Face of Overwhelming Stress”. Feedback from attendees was overwhelmingly positive and included comments such as: amazing presenter, very helpful and informative, such an important topic, and thank you for helping me feel better about myself and understand my child. This event also showcased SEAC who was unknown to more than 50% of attendees prior to attending the community engagement session. 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.

2.12 SEAC Input

On a regular basis, at SEAC meetings, input is requested of members on various topics. During the 2017-2018 school year, input was requested and provided by SEAC on the following:

- 3040 Reporting of Children in Need of Protection Policy;
- Teaching Students Who are Deaf or Hard of Hearing Survey;
- Fetal Alcohol Spectrum Disorder (FASD) Brochure;
- Ministers Advisory Council on Special Education;
- 2018-2019 Budget Deputation;
- accommodations for school renovations and new build;
- 4045 Environmental Policy; 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 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
- input to current policies under review.

4 Recognition

In recognition of his dedication to the Special Education Advisory Committee, Michael Otway was presented with the OPSBA Achievement Award. Mr. Otway was an integral member of SEAC for nine and a half years, and was a strong advocate for children providing out of the box thinking that would provide students, caregivers, families and staff the supports required for successful outcomes and learning experiences. Mr. Otway’s contributions and commitment to SEAC, Lakehead Public Schools, students, families and communities is outstanding and unwavering.

5 Conclusion

- 5.1 SEAC supports the direction that Lakehead District School Board is taking in promoting parental/guardian partnerships and involvement.
- 5.2 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.
- 5.3 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 Work Plan 2017-2018

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|---|---|--------------------|--|
| Goal 1 | Increase SEAC Awareness and Understanding of Schools and Special Education Programs and Services Increase School Council and Staff Engagement | | |
| Strategies | <ul style="list-style-type: none"> • Identify and host two SEAC meetings at two different schools; and • Host a Parent Event in alignment with one of the SEAC meetings held at a school. | | |
| Indicators of Success | <ul style="list-style-type: none"> • Feedback received through evaluations of Parent Event • SEAC members input | | |
| Timeline | June 2018 | Responsible | Chair, Vice Chair, Superintendent, Executive Secretary |
| <p>Record of Progress</p> <p>September 20, 2017</p> <ul style="list-style-type: none"> • Potential Schools identified at meeting were Kingsway Park Public School, Vance Chapman Public School, Sir Winston Churchill CVI and Woodcrest Public School. <p>October 18, 2017</p> <ul style="list-style-type: none"> • Vance Chapman Public School identified as school location for November 15, 2017 meeting. <p>November 15, 2017</p> <ul style="list-style-type: none"> • The SEAC meeting was held at Vance Chapman School. • Anne Marie McMahon-Dupuis, Principal, Lydia Witta, Special Education Teacher, and Marie Fontaine, Facilitator, gave a presentation on supports at Vance Chapman Public School followed by a tour of the special needs classroom, the R & R room, the light room and the ball-room. <p>May 16, 2018</p> <ul style="list-style-type: none"> • The SEAC meeting was held at Sir Winston Churchill CVI. • Roger Drcar, Student Success Lead, gave a presentation on the engagement/re-engagement work underway to support students and encourage them to remain in school. | | | |

SEAC Work Plan 2017-2018

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| Goal 2 | Advocate for Students with Special Needs by Providing Input Into Board Policies & Procedures | | |
| Strategies | <ul style="list-style-type: none"> • Review a minimum of three LDSB policies and corresponding procedures at SEAC meetings; • Invite policy review leads to attend and present policies and procedures at SEAC meetings; and • Provide input into policies and procedures between September 2017 and June 2017 as outlined in the “Order of Policies for Development and Review”. | | |
| Indicators of Success | <ul style="list-style-type: none"> • SEAC members have access to a platform which allows them to provide input into LDSB policies and procedures | | |
| Timeline | June 2018 | Responsible | All SEAC Members |
| <p>Record of Progress</p> <p>September 20, 2017</p> <ul style="list-style-type: none"> • Policy 6040 Reporting of Children in Need of Protection was identified as a policy for review and feedback. Wilma Kleynendorst will share the policy with her contact from child welfare to obtain feedback on identification of children. Jeff Upton will be invited to present policy at October 18, 2017 meeting. <p>October 18, 2017</p> <ul style="list-style-type: none"> • Policy 6040 Reporting of Children in Need of Protection has been deferred until new legislation is approved in the spring of 2018. <p>December 13, 2017</p> <ul style="list-style-type: none"> • Policies 4022 Prior Learning Assessment and Recognition and 4023 Prior Learning Assessment and Recognition for Mature Students were identified as policies for review and feedback. Jane Lower will be invited to present these two policies at the January 17, 2018 meeting. <p>January 17, 2018</p> <ul style="list-style-type: none"> • Jane Lower presented an update on Prior Learning Assessment and Recognition (PLAR) as it relates to policy 4022 Prior Learning Assessment and Recognition and 4023 Prior Learning Assessment and Recognition for Mature Students. <p>March 21, 2018</p> <ul style="list-style-type: none"> • Policy 4045 Environmental was identified as a policy for review and feedback. The policy will be emailed to committee members and brought back to the next meeting. <p>April 18, 2018</p> <ul style="list-style-type: none"> • There were no suggested changes tabled to 4045 Environment Policy. | | | |

SEAC Work Plan 2017-2018

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| Goal 2 | Advocate for Students with Special Needs by Providing Input Into Board Policies & Procedures | | |
| Strategies | <ul style="list-style-type: none"> • Review a minimum of three LDSB policies and corresponding procedures at SEAC meetings; • Invite policy review leads to attend and present policies and procedures at SEAC meetings ; and • Provide input into policies and procedures between September 2017 and June 2017 as outlined in the “Order of Policies for Development and Review”. | | |
| Indicators of Success | <ul style="list-style-type: none"> • SEAC members have access to a platform which allows them to provide input into LDSB policies and procedures | | |
| Timeline | June 2018 | Responsible | All SEAC Members |
| <p>Record of Progress</p> <p>OTHER</p> <p>October 18, 2017</p> <ul style="list-style-type: none"> • A request for a SEAC representative to participate on the Agnew/Edgewater Transition Committee was tabled. Members interested can contact Robin Orr. The first meeting is scheduled for October 22, 2017. <p>November 15, 2017</p> <ul style="list-style-type: none"> • A number of events are being planned for the Agnew/Edgewater transition that will bring the two communities together. <p>December 13, 2017</p> <ul style="list-style-type: none"> • Cory Koski will be the SEAC representative on the Agnew/Edgewater Transition Committee. <p>March 21, 2018</p> <ul style="list-style-type: none"> • Following discussion at the meeting, Colleen Kappel will follow up and report back to the committee on accommodations that are being incorporated into renovated and new build schools. <p>April 18, 2018</p> <ul style="list-style-type: none"> • Heather Harris provided an update on plans for the new elementary school and shared a drawing outlining updates incorporated in the office area based on feedback received from SEAC. • In response to a letter received from Bluewater DSB, SEAC will request Board approval to send a letter to the MOE in support of creating a Provincial Think Tank that will be considered and plan for future technologies, artificial intelligence and transformational innovations to support students with special needs. A draft letter to the MOE will be brought to the next SEAC meeting for committee member feedback and approval. <p>May 16, 2018</p> <ul style="list-style-type: none"> • Committee members approved the content of the letter addressed to the MOE in support of creating a Provincial Think Tank. The letter will be sent to the Board for approval. Following Board approval the letter will be sent to the MOE. | | | |

SEAC Work Plan 2017-2018

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| Goal 3 | Engage Parents in Supporting Their Child / Children Inform Parents / Guardians of a current Board Initiative (HERE Campaign) or Alternate Topic(s) Identified by SEAC | | |
| Strategies | <ul style="list-style-type: none"> • Secure a guest speaker(s); and • Advertise and host an event. | | |
| Indicators of Success | <ul style="list-style-type: none"> • Feedback through event evaluation, presenter, and SEAC Members • Participation level | | |
| Timeline | June 2018 | Responsible | All SEAC Members, Superintendent, Executive Secretary |
| <p>Record of Progress</p> <p>October 18, 2017</p> <ul style="list-style-type: none"> • Hosting a Film Launch Movie Night was discussed as an option to be included in the SEAC guest speaker event. <p>January 17, 2018</p> <ul style="list-style-type: none"> • Options for a parent engagement session were discussed and included highlighting environmental accommodations and having students talk about their experiences related to types of accommodations which have been made to their environment. Additionally, LDSB staff could provide key highlights of environmental accommodations. <p>February 21, 2018</p> <ul style="list-style-type: none"> • Lori Carson will contact Dr. McLeod to determine her availability for March 1 or 2, 2018 to give a presentation on trauma at a community engagement session. <p>March 1, 2018</p> <ul style="list-style-type: none"> • A community engagement session was held and Dr. Kristen McLeod presented on “Helping Your Child Build Resilience in the Face of Overwhelming Stress. All attendees provided positive feedback and noted the session was worthwhile, relevant and covered an important topic relevant to parents, caregivers, and individuals who work with children. SEAC members in attendance were also pleased with the presentation and presenter. <p>March 21, 2018</p> <ul style="list-style-type: none"> • Members were pleased with the feedback from the March 1 community engagement session. In addition to the positive feedback, individuals who were not previously aware of SEAC were introduced to who we are and the committee's purpose. | | | |

SEAC Work Plan 2017-2018

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| Goal 4 | Improve Parent / Guardian Knowledge of Special Education and SEAC Programs | | |
| Strategies | <ul style="list-style-type: none"> • Develop video(s) and incorporate HERE Campaign; and • Vet video content through SEAC. | | |
| Indicators of Success | <ul style="list-style-type: none"> • Complete the development of videos • Post videos to the Board website | | |
| Timeline | December 31, 2017 | Responsible | Superintendent, Lori Carson |
| <p>Record of Progress</p> <p>September 20, 2017</p> <ul style="list-style-type: none"> • Working group will be established to provide input into videos. Lori Carson identified as the Board contact. Laura Sylvestre and Cory Koski interested in participating. • Cory will send college contact information to Colleen. <p>October 18, 2017</p> <ul style="list-style-type: none"> • Confederation College strike will affect the ability to complete IPRC/IEP videos. • Alternate video options were proposed including <ul style="list-style-type: none"> • Creating a video highlighting students sharing their individual experiences of how their needs are being met through environmental accommodations; and • SEAC members speaking about their individual organizations and why they choose to be a member of SEAC. • Suggestions for sharing the video included posting to the Board website, forward to schools for sharing at events, kindergarten registration and hosting a movie launch night. <p>November 15, 2017</p> <ul style="list-style-type: none"> • Bruce Nugent, Communication Officer, will provide information regarding costs and who can complete the interviews with SEAC members. • Option proposed for student videos included having Grades 7/8 academy students take video, and for special education students to wear go-pro cameras. <p>December 13, 2017</p> <ul style="list-style-type: none"> • Generator will be hired to assist with creating videos. Cost to prepare video is approximately \$4000.00. Additional board funding will be allocated to assist with the cost. A meeting will be scheduled with Generator in the New Year. <p>March 6, 2018</p> <ul style="list-style-type: none"> • Initial meeting held with Generator to outline requirements for video(s). Generator will submit a creative brief to be reviewed by SEAC. <p>March 21, 2018</p> <ul style="list-style-type: none"> • Kelly Matyasovszky shared an update from the meeting held on March 6 with Generator. Proposal included creating 2 videos: 1) focus on environmental accommodations and 2) outline role of SEAC. <p>April 18, 2018</p> <ul style="list-style-type: none"> • Generator attended the SEAC meeting and presented their outline for developing videos. Sub-committee to work through messaging and determine audience it wants to reach. Members interested in being on the sub-committee were asked to contract Robin Orr. <p>May 16, 2018</p> <ul style="list-style-type: none"> • Planning meeting held with Generator. | | | |

SEAC Work Plan 2017-2018

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| Goal 5 | Improve Parent Awareness of SEAC Role (i.e. Advocacy) | | |
| Strategies | <ul style="list-style-type: none"> • Send SEAC information out to community organizations (i.e. role, meeting dates) | | |
| Indicators of Success | <ul style="list-style-type: none"> • Greater understanding of SEAC | | |
| Timeline | June 2018 | Responsible | Chair, Vice Chair, Superintendent, , Lori Carson, Executive Secretary |
| <p>Record of Progress</p> <p>September 20, 2017</p> <ul style="list-style-type: none"> • Members approved the SEAC Advocacy memo, which will be distributed to schools for distribution to students, and inclusion on website and newsletters. • Advocacy information and SEAC posters – as required- will be distributed to school administrators. <p>December 13, 2017</p> <ul style="list-style-type: none"> • Laura Sylvestre, Mike Otway and Danielle Miller indicated interest in attending the Kindergarten Registration Evening taking place at the Valhalla Inn on February 5, 2018. • Lori Carson will also invite Kari Simpson to attend. <p>February 21, 2018</p> <ul style="list-style-type: none"> • Members who attended the Kindergarten Registration Evening noted the event was well received with good SEAC presence, and that the event provided a wide range of information that was beneficial to parents who attended. | | | |

SEAC Work Plan 2017-2018

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| Goal 6 | Ensure SEAC Binders and Material are Current | | |
| Strategies | <ul style="list-style-type: none"> • Review and update advocacy binder at SEAC meeting; and • Review and update advocacy memo. | | |
| Indicators of Success | <ul style="list-style-type: none"> • SEAC binders and memo are reviewed and updated with current content | | |
| Timeline | Ongoing | Responsible | All SEAC Members, Superintendent, Executive Secretary |
| <p>Record of Progress</p> <p>September 20, 2017</p> <ul style="list-style-type: none"> • Advocacy binder content was reviewed. Items to update section 1 and 7 will be shared with members. Members to provide suggestions for additional information to include in binder. Pamphlets from individual organizations to be shared at the October 18, 2017 meeting for inclusion in section 6. Additional business cards and bookmarks will be shared at the next meeting. • The advocacy memo will be shared with schools for distribution to students, and inclusion on website and newsletters. <p>October 18, 2017</p> <ul style="list-style-type: none"> • Dilico pamphlets were shared with members for inclusion in the SEAC advocacy binders. • Members were provided with additional business cards and bookmarks. • Options to provide SEAC members with name tags and lanyards will be explored. <p>December 13, 2017</p> <ul style="list-style-type: none"> • Name tags and lanyards were distributed to committee members for use when advocating or attending SEAC functions. <ul style="list-style-type: none"> • January 17, 2018 • Updated materials were provided to members for their SEAC binders. Members were provided with draft organization's profiles and asked to update and return revisions by January 31, 2018. | | | |

SEAC Work Plan 2017-2018

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| Goal 7 | Provide Input to MACSE (Ministry Advocacy Council on Special Needs) | | |
| Strategies | <ul style="list-style-type: none"> • Engage with Ministry through surveys and reporting when requested/required | | |
| Indicators of Success | <ul style="list-style-type: none"> • Ministry requests and requirements addressed | | |
| Timeline | June 2018 | Responsible | All SEAC Members, Superintendent, Executive Secretary |
| <p>Record of Progress</p> <p>September 20, 2017</p> <ul style="list-style-type: none"> • MASCE request to provide feedback to support discussion at upcoming meeting was shared with members. Any responses will be collated and sent to MASCE. <p>January 17, 2018</p> <ul style="list-style-type: none"> • MASCE request to provide feedback to support discussion at upcoming meeting was shared with members. A draft template was shared and updated. Feedback will be collated and sent to MASCE. | | | |

SEAC Work Plan 2017-2018

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| Goal 8 | Familiarize SEAC with the Work of the Equity and Inclusive Education Work Group | | |
| Strategies | <ul style="list-style-type: none"> • Include Equity and Inclusive Education Working Group meeting minutes in correspondence folder; and • Provide two updates on Equity and Inclusive Education between September 2017 and June 2018. | | |
| Indicators of Success | <ul style="list-style-type: none"> • SEAC Members are more familiar with the work of the Equity and Inclusive Education Work Group; and • SEAC members have a platform to provide feedback to the Equity and Inclusive Education Working Group. | | |
| Timeline | Ongoing | Responsible | Lori Carson |
| <p>Record of Progress</p> <p>October 18, 2017</p> <ul style="list-style-type: none"> • The Ontario's Education Equity Action Plan was presented at the meeting. Members were encouraged to review as it pertains to special education. <p>February 21, 2018</p> <ul style="list-style-type: none"> • Leslie Hynes, Education Officer presented an update on the Equity and Inclusive Education Working Group including programs, initiatives, and supports for the Board, schools and students. Additionally, she provided an update on the Ontario Education Equity Action Plan. <p>June 20, 2018</p> <ul style="list-style-type: none"> • Leslie Hynes, Education Officer provided an update on the Equity and Inclusive Education Working Group including culturally relevant and responsive pedagogy (CRRP), professional learning, transitions for FNMI, reconciliation, youth Embracing Diversity in Education (YEDE), Grades 8 to 9 transition and next steps. | | | |

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 DEC 04
Report No. 007-19

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

RE: APPROVAL OF APPOINTMENTS TO THE SPECIAL EDUCATION ADVISORY COMMITTEE

1. Background

1.1 According to Reg. 464/97 of the Education Act, every district school board must establish a Special Education Advisory Committee consisting of:

- one representative from each of the local associations that operates locally within the area of jurisdiction of the Board;
- one alternate for each representative appointed from each of the local associations;
- one or two persons to represent the interest of Indian Pupils; and
- members from among the Board's own members.

The Board may also appoint one or more additional members who are neither representatives of a local association nor member of the Board or other communities of the Board.

1.2 On April 27, 2016 the Board approved the process and application form to select community representatives and alternate representatives to the Special Education Advisory Committee.

1.3 The term of office for representatives coincides with the term of office of the Board.

1.4 Nominations were invited by:

- writing a letter to each association/agencies and community representative previously represented on SEAC; and
- placing an advertisement in the local newspapers, on Indeed.ca and on the Board website.

2. Situation

Nine local associations/agencies and three community representatives submitted nominations for membership to the Special Education Advisory Committee for the next four year term. The nominees are as follows:

| ASSOCIATIONS/AGENCY COMMUNITY REPRESENTATIVE | NOMINATIONS - Representative | NOMINATIONS - Alternate |
|---|---|------------------------------------|
| Anishnawbe Mushkiki Community Health and Wellness | Jennifer Bean | Ashley Etienne |
| Autism Ontario – Thunder Bay and District | Cory Koski | Debby Dick |
| Children’s Centre Thunder Bay | Angela Hill | |
| Dilico Anishinabek Family Care | Wilma Kleynendorst | |
| Fetal Alcohol Support Information Network | Miranda Meyers | |
| Learning Disabilities Association of Ontario | Liz Tod | Carey Murphy |
| OPTIONS Northwest | Suzanne Posthumus | Amy Massalin |
| IEWS for the Visually Impaired | Kelly Matyasovszky | |
| Voice for Deaf & Hard of Hearing Children | Michael Otway | |
| Community Representative – NS | Therese Zaroski | |
| Community Representative – SS | Danielle Miller | Ruth Vannieuwenhuizen |

RECOMMENDATION

It is recommended that Lakehead District School Board approve the appointments of nominations for membership to the Special Education Advisory Committee for the next four year term as indicated in Report No. 007-19, Approval of Appointments to the Special Education Advisory Committee.

Respectfully submitted,

COLLEEN KAPPEL
Superintendent of Education

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 DEC 04
Report No. 004-19

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

RE: TRUSTEE APPOINTMENTS TO BOARD COMMITTEES - 2019

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 2019 have been determined and are included as Appendix A to Report No. 004-19.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the Trustee Appointments to Board Committees - 2019 as set out in Appendix A to Report No. 004-19.

Respectfully submitted,

IAN MACRAE
Director of Education



LAKEHEAD DISTRICT SCHOOL BOARD OFFICE OF THE DIRECTOR OF EDUCATION

| TRUSTEE APPOINTMENTS TO BOARD COMMITTEES - 2019 | | Arnone | Chambers | Doughty-Smith | Massaro | Oikonen | Saarinen | Sitch | Tuchenhagen |
|--|--|---------------|-----------------|----------------------|----------------|----------------|-----------------|--------------|--------------------|
| 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) | X | | A | | | | | |
| 1.3 | Suspension Appeal Hearing/Expulsion Hearing Committee (3 Trustees + 3 Alternates) | X | A | | A | | X | A | X |
| 1.4 | Parent Involvement Committee (1 Trustee + 1 Alternate) | | | X | A | | | | |
| 1.5 | Audit Committee (3 Trustees) | X | | | | 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) | | | | | | X | | A |
| 3.2 | Aboriginal Education Advisory Committee (1 Trustee + 2 Alternates) | A | A | | | | | X | |
| 3.3 | OPSBA Awards Selection Committee (3 Trustees) | X | | | | | | X | X |
| 3.4 | Success Advisory Committee (1 Trustee + 1 Alternate) | X | | A | | | | | |
| 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</i> (1 Trustee + 1 Alternate) | | A | | | | X | | |
| 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 2018

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2018 DEC 04
Report No. 001-19

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

RE: DIRECTOR'S ANNUAL REPORT 2017-2018

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 2017-2018.

Respectfully submitted,

IAN MACRAE
Director of Education