



Office of the Director

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

REGULAR BOARD MEETING NO. 3
Tuesday, December 18, 2012
Jim McCuaig Education Centre

Catherine Siemieniuk
Director of Education

Deborah Massaro
Chair

AGENDA

PUBLIC SESSION
7:30 P.M. – in the Board Room

	<u>Resource Person</u>	<u>Pages</u>
1. Call to Order		
2. Disclosure of Conflict of Interest		
3. Approval of the Agenda		
4. Resolve into Committee of the Whole – Closed Session		
5. COMMITTEE OF THE WHOLE – Closed Session – 6:30 p.m. (SEE ATTACHED AGENDA)		
6. Report of Committee of the Whole – Closed Session		
7. Delegations/Presentations		
8. Confirmation of Minutes		
8.1 Regular Board Meeting No. 15 - November 27, 2012	D. Massaro	1-6
8.2 Annual Board Meeting - December 4, 2012	D. Massaro	7-10
8.3 Board Meeting No. 2 (Special) - December 6, 2012	D. Massaro	11-12
9. Business Arising from the Minutes		

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

<u>MATTERS NOT REQUIRING A DECISION:</u>		<u>Resource Person</u>	<u>Pages</u>
10.	Information Reports		
10.1	Ontario Public School Boards' Association (OPSBA) Report	R. Oikonen	Verbal
10.2	Student Trustee Report	R. Kendrick	Handout
10.3	Special Education Advisory Committee Meeting Minutes - October 17, 2012	C. Kappel	13-16
10.4	Mathematics K-12 (011-13)	S. Pharand	17-22
11.	First Reports		

MATTERS FOR DECISION:

12.	Postponed Reports		
13.	Recommendations from the Standing Committee		
14.	Ad Hoc and Special Committee Reports		
15.	New Reports		
15.1	Recommendation from the Budget Committee (012-13)	G. Saarinen	Handout
15.2	Approval of Appointment to the Special Education Advisory Committee (SEAC) (007-13)	C. Kappel	23
	<i>It is recommended that Lakehead District School Board approve the appointment of Shawna Murphy Crupi as alternate member, representing Autism Ontario – Thunder Bay Chapter.</i>		
16.	New Business		
17.	Notices of Motion		
18.	Information and Inquiries		
19.	Adjournment		

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



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REGULAR BOARD MEETING NO. 3

**Tuesday, December 18, 2012
Jim McCuaig Education Centre**

Catherine Siemieniuk
Director of Education

Deborah Massaro
Chair

AGENDA

**COMMITTEE OF THE WHOLE – Closed Session
6:30 P.M. – in the Sibley Room**

	<u>Resource Person</u>	<u>Pages</u>
5.1 Confirmation of Committee of the Whole - Closed Session Minutes		
5.1.1 Regular Board Meeting No. 15 - November 27, 2012	D. Massaro	1-2
5.1.2 Board Meeting No. 2 (Special) - December 6, 2012	D. Massaro	3-4
5.2 Business Arising from the Minutes		
5.3 Consideration of Reports		
5.3.1 Personnel Matter	S. Pharand	Verbal
5.3.2 Negotiations	I. MacRae	Verbal
5.4 Information and Inquiries		
5.5 Rise and Report Progress		

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

LAKEHEAD DISTRICT SCHOOL BOARD

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF REGULAR BOARD MEETING NO. 15

Board Room
Jim McCuaig Education Centre

2012 NOV 27

TRUSTEES PRESENT:

Deborah Massaro (Chair)
Karen Wilson (Vice Chair)
Marg Arnone
Pat Johansen

Lori Lukinuk
Ron Oikonen
Jack Playford
Rheanna Kendrick (Student Trustee)

TRUSTEE ABSENT, WITH REGRET:

George Saarinen

SENIOR ADMINISTRATION:

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

FEDERATION/UNION REPRESENTATIVES:

Paul Caccamo, OSSTF – TBU
Rod McGee, CUPE
Heather Harris, Lakehead Principals/Vice Principals
Michelle Probizanski, Lakehead Principals/Vice Principals

PUBLIC SESSION:

1. **Approval of Agenda**

Moved by Trustee Wilson

Seconded by Trustee Johansen

“THAT the Agenda for Regular Board Meeting No. 15, November 27 2012 be approved.”

CARRIED

2. **Reading: By-Law No. 106 – Long-Term Financing Agreement**

Chair Massaro read By-Law No. 106 – Long-Term Financing Agreement.

3. Resolve Into Committee of the Whole – Closed Session

Moved by Trustee Arnone

Seconded by Trustee Oikonen

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

- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *Regular Board Meeting No. 12*
 - *October 23, 2012*
- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *Board Meeting No. 13 (Special)*
 - *November 6, 2012*
- *Confirmation of Committee of the Whole – Closed Session Minutes*
 - *Board Meeting No. 14 (Special)*
 - *November 21, 2012*
- *Personnel Matter*
- *Negotiations*

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

CARRIED

COMMITTEE OF THE WHOLE – CLOSED SESSION:

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

PUBLIC SESSION:

5. Report of Committee of the Whole – Closed Session

Moved by Trustee Oikonen

Seconded by Trustee Johansen

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

‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Regular Board Meeting No. 12, October 23, 2012.’

‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Board Meeting No. 13 (Special), November 6, 2012.’

‘THAT Lakehead District School Board approve the Committee of the Whole – Closed Session Minutes of Board Meeting No. 14 (Special), November 21, 2012.’

CARRIED

6. Confirmation of Minutes

Moved by Trustee Wilson

Seconded by Trustee Lukinuk

“THAT Lakehead District School Board approve the Minutes of Regular Board Meeting No. 12, October 23, 2012.”

CARRIED

7. Confirmation of Minutes

Moved by Trustee Johansen

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve the Minutes of Board Meeting No. 13 (Special), November 6, 2012.”

CARRIED

8. Confirmation of Minutes

Moved by Trustee Johansen

Seconded by Trustee Arnone

“THAT Lakehead District School Board approve the Minutes of Board Meeting No. 14 (Special), November 21, 2012.”

CARRIED

9. Business Arising from the Minutes

9.1 Regarding item number 12 of the Regular Board Meeting No. 12 minutes, Chair Massaro inquired if the Parent Involvement Committee is at its full complement. Catherine Siemieniuk, Director of Education, responded that the Board is seeking representation on the Parent Involvement Committee for the following positions: an alternate Principal member, a School Council member, and a community member.

9.2 Regarding item number 17.2 of the Regular Board Meeting No. 12 minutes, Chair Massaro inquired if the Board has information regarding the Greenbelt Fund grant. David Wright, Superintendent of Business, responded that the Board is waiting for a response from the City of Thunder Bay.

MATTERS NOT REQUIRING A DECISION:

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

Trustee Oikonen, Ontario Public School Boards' Association Director and voting delegate, informed the Board that the next OPSBA Board of Directors meetings will take place on November 30 and December 1.

11. Student Trustee Report

Rheanna Kendrick, Student Trustee, provided a handout as her report. Items addressed included: Student Senate meeting, Student Council Executives Conference (SCEC),

United Way of Thunder Bay fundraising, secondary school initiatives, and *We Day*. All Trustees' questions were addressed.

12. Audit Committee Meeting Report

Trustee Massaro, Chair of the Audit Committee, presented this verbal report highlighting the November 19 meeting. Highlights included: self-assessment, transfers and contingency funds, financial variance statement, and the summarized annual report. All Trustees' questions were addressed.

13. Audit Committee Annual Report – August 31, 2012 (118-12)

Trustee Massaro, Chair of the Audit Committee, presented this report. All Trustees' questions were addressed.

14. Leaning Environment: Multi-Year Capital Plan (120-12)

David Wright, Superintendent of Business, introduced Randy Haber, Manager of Maintenance and Capital, who provided information regarding the 2011-2012 Capital Plan and the 2012-2016 Long-Term Capital Plan. All Trustees' questions were addressed.

15. Aboriginal Education Advisory Committee Meeting Minutes – September 20, 2012

Sherri-Lynne Pharand, Superintendent of Education, presented the September 20, 2012 minutes for information. All Trustees' questions were addressed.

16. Parent Involvement Committee Meeting Minutes – October 1, 2012

Catherine Siemieniuk, Director of Education, presented the October 1, 2012 meeting minutes for information. All Trustees' questions were addressed.

MATTERS FOR DECISION:

17. By-Law No. 106 - 2013 Tax Levy (121-12)

Moved by Trustee Wilson

Seconded by Trustee Johansen

“THAT Lakehead District School Board approve By-law No. 106 – 2013 Tax Levy (Appendix A) authorizing the 2013 tax levy at the prescribed rates set by Ontario Regulation 400/98 as amended, as outlined in Report No. 121-12.”

CARRIED

18. Recommendations from the Audit Committee (126-12)

Audit Committee Summarized Annual Report - August 31, 2012 (119-12)

Moved by Trustee Playford

Seconded by Trustee Arnone

“THAT Lakehead District School Board:

- 1. *Approve the Audit committee Summarized Annual Report as outlined in Appendix A to Report No. 119-12; and*
- 2. *Forward the report to the Ministry of Education.”*

CARRIED

19. Recommendations from the Audit Committee (126-12)

2011-2012 Audited Financial Statements (125-12)

Moved by Trustee Johansen

Seconded by Trustee Playford

“THAT Lakehead District School Board approve the August 31, 2012 audited financial statements as outlined in Report No.125-12, 2011-2012 Audited Financial Statements.”

CARRIED

20. Notice of Motion

Amend Procedural By-Law of Lakehead District School Board (116-12)

Moved by Trustee Playford

Seconded by Trustee Lukinuk

“Where a motion of the Board requires a secret ballot, Trustees participating in the meeting electronically may cast a ballot by contacting the Director by telephone and having the Director acting as said Trustees’ agent.”

Amendment

Moved by Trustee Lukinuk

Seconded by Trustee Arnone

“Insert the words ‘or assigned scrutineer’ after the word ‘Director’.”

DEFEATED

Main Motion

Moved by Trustee Playford

Seconded by Trustee Lukinuk

“Where a motion of the Board requires a secret ballot, Trustees participating in the meeting electronically may cast a ballot by contacting the Director by telephone and having the Director acting as said Trustees’ agent.”

DEFEATED

21. Information and Inquiries

21.1 Trustee Lukinuk inquired if there are outstanding student board and lodging issues due to the May flooding. Catherine Siemieniuk, Director of Education, responded that the Coordinator of the Territorial Student Program (TSP) dealt with the board and lodging issue that arose.

21.2 Trustee Oikonen inquired if the Board is aware of Aboriginal trade oriented education. Catherine Siemieniuk, Director of Education, responded the Board is aware that Independent First Nations Alliance and HopeLink International are conducting a study examining the possibility of an Aboriginal Trade School.

21.3 Trustee Lukinuk reported that she volunteered for the Salvation Army Kettle campaign.

22. Rise and Reconvene

Moved by Trustee Wilson

Seconded by Trustee Johansen

“THAT we rise and reconvene in Committee of the Whole – Closed Session following the Public Session of Regular Board Meeting No. 15, November 27, 2012.”

CARRIED

COMMITTEE OF THE WHOLE – CLOSED SESSION:

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

PUBLIC SESSION:

24. Adjournment

Moved by Trustee Arnone

Seconded by Trustee Wilson

“THAT we do now adjourn at 9:20 p.m.”

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF ANNUAL BOARD MEETING

Board Room
Jim McCuaig Education Centre

2012 DEC 04

TRUSTEES PRESENT:

Marg Arnone
Pat Johansen
Deborah Massaro

Ron Oikonen
George Saarinen
Karen Wilson
Rheanna Kendrick (Student Trustee)

TRUSTEES ABSENT, WITH REGRET:

Lori Lukinuk
Jack Playford

SENIOR ADMINISTRATION:

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

FEDERATION/UNION REPRESENTATIVES:

Jeff Upton, Lakehead OPC

PUBLIC SESSION:

1. **Call to Order**

Catherine Siemieniuk, Director of Education, called the meeting to order and reviewed the procedures for the meeting.

2. **Introduction of Scrutineers**

David Wright, Superintendent of Business, and Sherri-Lynne Pharand, Superintendent of Education, were introduced as the Scrutineers for elections.

3. Election of Chair of the Board

Catherine Siemieniuk, Director of Education, announced the pre-nomination of Trustee Massaro by Trustee Johansen for the Office of Chair of the Board. Trustee Massaro accepted the nomination. Further nominations were called for from the floor. There were no further nominations.

Moved by Trustee Oikonen

Seconded by Trustee Saarinen

“THAT nominations for the Office of Chair of the Lakehead District School Board be closed.”

CARRIED

Trustee Massaro was acclaimed Chair of the Board. Trustee Massaro assumed the Chair.

Chair Massaro thanked the Board for the opportunity to serve a sixth term as Chair of the Board.

4. Election of Vice Chair of the Board

The Chair announced the pre-nomination of Trustee Wilson by Trustee Johansen for the Office of Vice Chair of the Board. Trustee Wilson accepted the nomination. Further nominations were called for from the floor. There were no further nominations.

Moved by Trustee Arnone

Seconded by Trustee Oikonen

“THAT nominations for the Office of Vice Chair of the Lakehead District School Board be closed.”

CARRIED

Trustee Wilson was acclaimed Vice Chair of the Board.

Vice Chair Wilson thanked the Board for the opportunity to serve a fourth term as Vice Chair of the Board.

5. Election of a Member and Alternate of the Coordinating Committee

The Chair announced the pre-nomination of Trustee Arnone by Trustee Massaro. Trustee Arnone accepted the nomination. Further nominations were called for from the floor. There were no further nominations.

Moved by Trustee Saarinen

Seconded by Trustee Johansen

“THAT nominations for a Member to the Coordinating Committee be closed.”

CARRIED

Trustee Arnone was acclaimed as Member of the Coordinating Committee.

The Chair announced the pre-nomination of Trustee Johansen by Trustee Massaro for the position of the Alternate Member of the Coordinating Committee. Trustee Johansen accepted the nomination. Further nominations were called for from the floor. There were no further nominations.

Moved by Trustee Wilson

Seconded by Trustee Oikonen

“THAT nominations for an Alternate Member to the Coordinating Committee be closed.”

CARRIED

Trustee Johansen was acclaimed as Alternate Member of the Coordinating Committee.

6. Aboriginal Education Advisory Committee Annual Report (004-13)

Suzanne Tardif, Alternate Member of the Aboriginal Education Advisory Committee, presented the annual report on behalf of Dolores Wawia, Co-Chair of the Aboriginal Education Advisory Committee. Trustees’ questions were addressed.

Moved by Trustee Arnone

Seconded by Trustee Johansen

“THAT Lakehead District School Board receive the Annual Report of the Aboriginal Education Advisory Committee.”

CARRIED

7. Special Education Advisory Committee Annual Report (003-13)

Theresa Graham, Chair of the Special Education Advisory Committee, and Miranda Myers, Vice Chair of the Special Education Advisory Committee, presented the annual report and committee work plan. Trustees’ questions were addressed.

Moved by Trustee Saarinen

Seconded by Trustee Wilson

“THAT Lakehead District School Board receive the Annual Report of the Special Education Advisory Committee.”

CARRIED

8. Parent Involvement Committee Annual Report (002-13)

Sheila Stewart, Vice Chair of the Parent Involvement Committee, presented the annual report on behalf of Kelly Gallagher, Chair of the Parent Involvement Committee. Trustees’ questions were addressed.

Moved by Trustee Johansen

Seconded by Trustee Arnone

“THAT Lakehead District School Board receive the Annual Report of the Parent Involvement Committee.”

CARRIED

9. Annual Report to the Lakehead District School Board on Public Library Activities for 2010 (006-13)

Brian Donnelly, Lakehead District School Board Appointee to the Thunder Bay Public Library Board, introduced Angela Meady, Head of Youth and Children's Services at Thunder Bay Public Library, who presented the report. Trustees' questions were addressed.

Moved by Trustee Saarinen

Seconded by Trustee Arnone

"THAT Lakehead District School Board receive the Annual Report by the Lakehead District School Board Appointee to the Thunder Bay Public Library Board."

CARRIED

10. Trustee Appointments to Board Committees – 2013 (005-13)

Moved by Trustee Wilson

Seconded by Trustee Oikonen

"THAT Lakehead District School Board approve the Trustee Appointments to Board Committees – 2013, as set out in Appendix A to Report No. 005-13."

CARRIED

11. Director's Annual Report 2012 (001-13)

Catherine Siemieniuk, Director of Education, presented a summary of her report. The Director thanked Heather Houston, Desktop and Graphics Technician, Bruce Nugent, Communications Officer, Kathryn Hantjis, Executive Assistant, Darlene Mayo, Executive Secretary, and Senior Administration for their work regarding the annual report. All Trustees' questions were addressed.

Moved by Trustee Johansen

Seconded by Trustee Saarinen

"THAT Lakehead District School Board receive the Director's Annual Report 2012."

CARRIED

12. Adjournment

Moved by Trustee Saarinen

Seconded by Trustee Arnone

"THAT we do now adjourn at 7:10 p.m."

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

MINUTES OF BOARD MEETING NO. 2 (SPECIAL)

Board Room
Jim McCuaig Education Centre

2012 DEC 6

TRUSTEES PRESENT:

Deborah Massaro (Chair)
Karen Wilson (Vice Chair)
Pat Johansen

Lori Lukinuk
Ron Oikonen
George Saarinen

TRUSTEES ABSENT, WITH REGRET:

Marg Arnone
Jack Playford
Rheanna Kendrick (Student Trustee)

SENIOR ADMINISTRATION:

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

PUBLIC SESSION:

1. **Approval of Agenda**

Moved by Trustee Johansen

Seconded by Trustee Wilson

"THAT the Agenda for Board Meeting No. 2 (Special), December 6, 2012 be approved."

CARRIED

2. **Resolve Into Committee of the Whole – Closed Session**

Moved by Trustee Saarinen

Seconded by Trustee Lukinuk

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

- Negotiations

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

CARRIED

COMMITTEE OF THE WHOLE – CLOSED SESSION:

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

PUBLIC SESSION:

4. Report of Committee of The Whole – Closed Session

Moved by Trustee Saarinen

Seconded by Trustee Lukinuk

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

‘THAT Lakehead District School Board, in the event that safety and security of students is compromised as a result of strike sanctions taken by Elementary Teachers’ Federation of Ontario (ETFO) or Ontario Secondary School Teachers’ Federation (OSSTF), the Director of Education be authorized, in consultation with Senior Administration, to close one or more schools as outlined in Section 19 (2) of the Education Act.’”

CARRIED

5. Adjournment

Moved by Trustee Wilson

Seconded by Trustee Saarinen

“THAT we do now adjourn at 2:38 p.m.”

CARRIED

LAKEHEAD DISTRICT SCHOOL BOARD

SPECIAL EDUCATION ADVISORY COMMITTEE

Jim McCuaig Education Centre
Thunder Bay, Ontario

2012 OCT 17

MEMBERS PRESENT:

Theresa Graham (Chair)
Miranda Myers (Vice Chair)
Marg Arnone (Trustee)

Pat Johansen (Trustee)
Sheila Marcinyshyn
Laura Sylvestre

ABSENT WITH REGRET:

Heather Conrad
Andrea Pugliese

ABSENT:

Mike Otway
Colleen Valiquette

OTHERS PRESENT:

Colleen Kappel
Trustee Lori Lukinuk
Theresa Mayer
Lori Carson
Mary-Beth Minthorn-Biggs

1. **Call to Order**

Theresa Graham, Chair of SEAC, called the meeting to order at 6:05 p.m.

2. **Approval of the Agenda**

Moved by Laura Sylvestre

Seconded by Trustee Pat Johnasen

“THAT the agenda for the October 17, 2012 SEAC meeting be approved with the addition of 9.2 ‘PIC Event – October 22, 2012.’

CARRIED

3. **Declarations of Conflict of Interest**

There were no declarations of conflict of interest.

4. Presentations

4.1 Mental Health Initiative – Lori Carson & Dr. Mary-Beth Minthorn-Biggs

Colleen Kappel, Superintendent of Education, introduced Lori Carson, Chair of the Mental Health Steering Committee, and Dr. Mary-Beth Minthorn-Biggs, Mental Health Leader, who provided an overview of the Mental Health Strategy at Lakehead District School Board with the assistance of a Power Point presentation. Questions were addressed.

4.2 Agency/Organization Sharing – T. Graham

Theresa Graham, Chair of SEAC, informed members that agency/organization sharing of resource materials will take place at each meeting. Agencies who have not provided materials, were reminded to bring them to the next meeting.

5. Approval of the Minutes

Moved by Trustee Marg Arnone

Seconded by Laura Sylvestre

“THAT the minutes of the September 19, 2012 SEAC meeting be approved.”

CARRIED

6. Business Arising From The Minutes

6.1 SEAC Advocacy Training Update

Theresa Mayer, Special Education Resource Teacher, provided information on the status of the SEAC Advocacy Training. Theresa shared the Community Living Ontario website information on Advocacy for members to peruse at their convenience. Also provided was a copy of the *Shared Solutions* book that addresses advocacy.

6.2 SEAC Kid’s Page Submission

Theresa Mayer, Special Education Resource Teacher, and Laura Sylvestre, Autism Ontario – Thunder Bay Chapter representative provided the draft SEAC Kid’s Page submission which will be published in The Chronicle Journal on Monday, October 29, 2012. Changes were noted. Members, by consensus, agreed to have the document as the final submission for the Kid’s Page.

6.3 SEAC Guest Speaker Event – Update

Theresa Graham informed members that a speaker on Restorative Practices was suggested for the guest speaker event. Other names were also suggested. Members were asked to consider speakers and bring forward names for consideration at the next SEAC meeting. Colleen Kappel, Superintendent of Education, will bring information on Restorative Practices to the November meeting. Funding for the event is based on the PIC funding grant. To date, information about the grant has not been received.

7. Correspondence

Chair Theresa Graham, provided an overview of correspondence received. The correspondence folder was circulated for members' perusal.

8. Advocacy Tracking

The advocacy tracking template was circulated to members for completion.

9. Winter Key Advertisement

Colleen Kappel, Superintendent of Education, provided information to members on an opportunity for SEAC to advertise in the winter edition of The Key. As one of SEAC's goals on the 2012-2013 Work Plan is to recruit new members, it was agreed to use the Kid's Page submission as an advertisement in The Key.

Moved by Trustee Marg Arnone

Seconded by Sheila Marcinyshyn

"THAT SEAC advertise in the winter edition of The Key and use the SEAC budget to pay for the cost."

CARRIED

10. PIC Event – October 22, 2012

Colleen Kappel, Superintendent of Education, provided information to members on the PIC Event that will take place on Monday, October 22, 2012 in the Tiberio Room of the Airline Hotel and Conference Centre. SEAC will have a display booth that Theresa Mayer, Special Education Resource Teacher, will volunteer at. A SEAC agency representative was also requested to attend. Miranda Myers, Vice Chair of SEAC, and the SEAC representative on PIC, agreed to represent SEAC at the display.

11. Information/Inquiries & Association Reports

11.1 Miranda Myers, FASIN Representative, provided information on a Survey for parents/guardians of FAS children that FASIN has partnered with the North West Health Centre. Miranda will share the link to the survey with all SEAC members. It was suggested that the information also be shared with Special Education Facilitators who could share with appropriate parents/guardians.

11.2 Laura Sylvestre, Autism Ontario – Thunder Bay Chapter Representative, provided information to members on the success of the *Walk With Me* event for Autism awareness that took place at Boulevard Lake on October 13, 2012. Over 300 participants took part in the walk.

11.3 Trustee Lori Lukinuk requested if she could share information that she receives as a member of various provincial committees with SEAC members. Members, by consensus, agreed to have Trustee Lukinuk share information with them via email through the Superintendent's Office.

12. SEAC Budget 2012-2013

Theresa Graham, Chair of SEAC, shared the status of the 2012-2013 SEAC budget.

13. Board Update

Trustee Marg Arnone shared information on the following Board Meetings:

September 25, 2012 Regular Board Meeting

Items addressed at this meeting included:

- Student Achievement Report; and
- Recommendations from the Standing Committee which included: Appointments to the Supervised Alternative Learning Committee, the Policy Review Schedule, and the approval of the Alternative Schools Policy;

October 9, 2012 Standing Committee Meeting

- Audit Committee Report;
- Expense and Travel Reimbursement Procedures;
- Director's Action Plan; and
- Appointments to the Parent Involvement Committee.

14. Adjournment

Moved by Trustee Pat Johansen

Seconded by Laura Sylvestre

"THAT we do now adjourn at 7:18 p.m."

CARRIED

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2012 DEC 18
Report No. 011-13

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

RE: MATHEMATICS K-12

1. Background

- 1.1 Lakehead District School Board is committed to ensuring the success of every student. A comprehensive K-12 mathematics plan, focused on improved student achievement, reflects this commitment.
- 1.2 “Mathematics is a fundamental human activity – a way of making sense of the world.....By providing mathematics programs in which students explore and make sense of mathematical patterns and relationships, we can help students develop mathematical knowledge that allows them to solve problems and explore new ideas, in and out of the classroom.” (Report of the Expert Panel on Mathematics, 2004)
- 1.3 Significant work, at both a provincial and system level, has identified strategies to address areas of need in K-12 mathematics. Implementation of this learning will achieve system goals of :
 - greater depth and coherence within K-12 Mathematics;
 - instruction that ensures both sense making and fluency; and,
 - improved results for all students.
- 1.4 The Ministry document, *Paying Attention to K-12 Mathematics Education: Seven Foundational Principles for Improvement in Mathematics, K-12*, guides the work of all boards across the province. Targeted focus on the following key areas aligns our work as a system:
 - planning, sequencing and connecting key concepts across the grades;
 - supporting students in making sense of relationships between and among concepts with a full year focus on number sense and numeration; and,
 - questioning to consolidate understanding of mathematical processes and concepts.

2. Situation

2.1 Consistency and alignment within the system and with provincial initiatives is achieved through planning and collaboration between elementary and secondary program staff:

- regular contact with math leaders and researchers across the province;
- collaboration with all system resource teachers; and,
- participation in Distributed Leadership Forum, Secondary Program Forum and the Assessment for Learning project.

2.2 The following Ministry and Board funded projects continue into the 2012-2013 school year with a focus on key foundational principles:

- Collaborative Inquiry Learning – Mathematics (CIL:M);
- Small and Northern Board: Elementary Math Resource Teacher;
- Homework Help Initiative (HHI);
- Professional Learning Groups (PLGs); and
- Secondary Math Coaching.

2.3 This report summarizes new Ministry funded initiatives and how Lakehead District School Board's work is supporting student and teacher learning in mathematics to implement the *Seven Foundational Principles* which include:

- focus on mathematics;
- coordinate and strengthen mathematics leadership;
- build understanding of effective mathematics instruction;
- support collaborative professional learning in mathematical;
- design a responsive mathematics learning environment;
- provide assessment and evaluation in mathematics that supports student learning; and,
- facilitate access to mathematics learning resources.

3. Current Practice

3.1 Through the Early Primary Collaborative Inquiry with Kindergarten to Grade 2 teachers, at-the-elbow coaching and school and system-based professional development, Lakehead District School Board will continue to support all primary teachers to:

- use games to develop and extend early number sense and computational fluency;
- provide a wide range of developmentally appropriate problems that provide opportunities for students to apply their mathematical knowledge and extend their understanding; and,
- apply learning from oral language training to ensure questioning results in discussions that both expose and support students' mathematical thinking.

3.2 With a focus on the junior division, student learning is supported through collaboration between classroom teachers and the Elementary Math Resource Teacher.

3.2.1 Instructional strategies that support students currently working within the 2.7 - 2.9 range (based on EQAO and classroom assessments) are being implemented across the system:

- developing learning communities that support student-to-student and teacher-to-student dialogue and effective questioning focused on mathematics;
- assessment practices that are responsive to students' thinking and designed to extend student learning;
- using timely feedback to support student thinking and plan next steps;
- student engagement, confidence and risk taking to apply appropriate computational strategies when solving a wide variety of problem types; and,
- integration of technology.

3.2.2 System-wide awareness and leadership capacity in mathematics is being developed through:

- classroom-based professional development focused on observation of student learning;
- Grades 3 and 6 professional development sessions with a focus on early identification of areas of need;
- divisional professional development sessions in content areas with a focus on number sense and numeration;
- monthly correspondence with all elementary teachers to support improved student learning in mathematics;
- professional learning to develop teachers' specialized content knowledge and understanding of children's mathematical development in collaboration with Lakehead University;
- professional learning opportunities for teachers and administrators to collaboratively build knowledge of mathematics for teaching and learning;
- topic specific after school professional development sessions; and,
- support for school-based professional development at staff meetings and hosting math nights for parents and students.

3.3 Homework Help Initiative (HHI) is an online tutoring website that provides a tool where students can ask math questions in a secure, non-intimidating environment. This is the third year Lakehead District School Board has offered HHI to students in Grades 7-10 classes.

- 3.3.1 Homework Help statistics from the 2011-2012 school year show:
- 2440 students, or 75% of all eligible students registered for the program;
 - of the registered students, 630 students went on to use the service after hours; and,
 - the registration and usage statistics show an increase in activity by Lakehead District School Board students.
- 3.3.2 The Homework Help Initiative continues to be promoted extensively to Lakehead District School Board students. Key pieces in advertising this service to stakeholders include.
- promotional materials and classroom activities sent to all Grade 7- 10 math teachers and school administration;
 - teacher registration package sent to teachers of all eligible classes;
 - information bookmark sent to schools to be sent home in every eligible student report card; and,
 - visits to parent councils, parent nights, Parent Involvement Committee and other school events.
- 3.4 Professional Learning Groups (PLGs) focus on implementing identified successful practices for adolescent students in grades 7 – 10.
- 3.4.1 This model provides opportunities to increase:
- inquiry based collaboration between panels focused on key concepts;
 - planning that sequences and connects mathematical key concepts across the grades;
 - consistent use of EQAO supports across grades;
 - use of technology; and,
 - focus on student engagement and student voice.
- 3.4.2 PLGs have moved into the classroom using the Instructional Rounds model to observe student learning. These opportunities provide teachers with valuable feedback related to teaching and learning.
- 3.4.3 The Middle Years Collaborative Inquiry Project (MYCI) that Lakehead District School Board was invited to participate in has been taken on by the Sir Winston Churchill Family of Schools. This PLG is based on:
- inquiry where educators and researchers are engaged as co-learners;
 - exploring Number Sense and Algebra across the grades;
 - cross-strand tasks; and,
 - developing a deep understanding over time.
- 3.5 The secondary coaching model for the 2012-2013 school year continues to have one system based secondary math coach working in all four high schools focusing on:

- increasing student achievement in Grade 9 Applied and Academic Math courses by engaging in open-to-learning conversations regarding alternate ways to address student needs in mathematics;
- Board and School Improvement Plans, based on classroom, school and system level student achievement data;
- increasing student achievement on the provincial EQAO Math assessment;
- increasing mathematics collaboration K-12; and,
- developing an open-to-learning stance.

3.5.1 The content of the coaching sessions is defined by student need and involves a focus on the following:

- planning learning tasks and opportunities through differentiated instruction;
- encouraging multiple approach for learning and actively doing math through the effective use of technology and manipulatives;
- developing learning goals and success criteria;
- engaging students as co-learners; and,
- developing effective questioning – teacher to student, student to student, student to teacher.

3.5.2 Building capacity allows for alignment in mathematics, not only from K-12 at the system level, but provincially, as well. To build coaching capacity, the coach:

- continues to attend all the Student Work Study Teacher (SWST) provincial, regional and local sessions;
- participates in the Assessment for Learning Instructional Rounds professional development and is the facilitator for two of the new teams;
- participates in provincial MYCI adobe connect and teleconference sessions;
- is supported by the Program Department through meetings with the Elementary Math Resource Teacher, Student Work Study Teacher, regular IT training sessions and Program Forum; and,
- supports SSSSI Grade 9 and 10 Math and English target group at Westgate.

4. Next Steps

4.1 The Elementary Math Resource Teacher will continue to send monthly emails to all elementary teachers to support implementation of technology, regular use of system purchased resources and a full year focus on connecting number sense and numeration across the strands.

4.2 Elementary and secondary professional development will continue to be planned based on student need, feedback from teachers and system need as identified through school, system and EQAO data.

- 4.3 Homework Help usage statistics for the Grade 7 and 8 student cohort indicate a need for an increased focus (e.g. intentional school visits, midterm promotional material) to highlight the value of the program to staff and students as well as a reconnection with community stakeholders (e.g. Thunder Bay Boys and Girls Club and Thunder Bay Public Library).
- 4.4 Student registrations to the HHI website will occur at all high schools again in second semester.

5. Conclusion

The *Seven Foundational Principles for Improvement in Mathematics K-12* will continue to guide the work of Lakehead District School Board as the Board works toward improved learning in mathematics for all students.

Respectfully submitted,

DANA SAWIAK
Elementary Math Resource Teacher

GINO RUSSO
Mathematics/e-Learning Resource Teacher

ANDREA LAMPO
Secondary Mathematics Coach

NICOLE WALTER-ROWAN
Program Coordinator

PAUL TSEKOURAS
Secondary Program Coordinator

SHERRI-LYNNE PHARAND
Superintendent of Education

CATHERINE SIEMIENIUK
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2012 DEC 18
Report No. 007-13

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

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

1. Background

- 1.1 According to Reg. 464/97 of the Education Act, the Board must establish a Special Education Advisory Committee.
- 1.2 At the Inaugural Board Meeting on December 7, 2010, Lakehead District School Board approved 10 local associations/organizations for membership and eight alternates to the Special Education Advisory Committee for the next four year term.

2. Situation

Autism Ontario – Thunder Bay Chapter has submitted a change to their SEAC alternate representative as Susan Ritch has resigned. A nomination for Shawna Murphy Crupi as the alternate representative has been received.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the appointment of Shawna Murphy Crupi as alternate member, representing Autism Ontario – Thunder Bay Chapter.

Respectfully submitted,

COLLEEN KAPPEL
Superintendent of Education

CATHERINE SIEMIENIUK
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2012 DEC 18
Report No. 012-13

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

RE: RECOMMENDATION FROM THE BUDGET COMMITTEE

A report was received at the Budget Committee Meeting – Public Session of December 17, 2012 and has been referred to the Board for approval. A copy of the report is attached as Appendix A. The recommendation is as follows:

2012-2013 REVISED BUDGET (008-13)

It is recommended that Lakehead District School Board approve the 2012-2013 Revised Budget as outlined in Report No. 008-13, 2012-2013 Revised Budget.

Respectfully submitted,

MARG ARNONE
Vice Chair, Budget Committee

GEORGE SAARINEN
Chair, Budget Committee

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2012 DEC 17
Report No. 008-13

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

RE: 2012-2013 REVISED BUDGET

1. Background

- 1.1 On an annual basis, the Ministry of Education requires school boards in Ontario to submit a balanced budget in accordance with Grants for Student Needs legislation.
- 1.2 The funding regulation for the 2012-2013 fiscal year was released by the Ministry of Education on March 29, 2012. Although many of the anticipated changes to the GSN's were included in the announcement, several new funding constraints were also announced that presented a significant challenge in preparing the 2012-2013 budget. The 2012-2013 Budget was approved by the Board at the June 26, 2012 Regular Board Meeting.
- 1.3 To coincide with October 31st enrolment, school boards are required to submit Revised Budget submissions to the Ministry of Education by December 14, 2012.

2. Situation

- 2.1 As indicated in memorandum 2012:B14, the 2012-2013 *“Revised Estimates require approval by Board motion given the potential significant changes from what was assumed at Estimates.”*
- 2.2 Administration has concluding its preparation of the 2012-2013 revised budget as outlined in Appendix A, “2012-2013 Revised Revenues”, and Appendix B, “2012-2013 Revised Operating Expenditure Summary”.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the 2012-2013 Revised Budget as outlined in Report No. 008-13, 2012-2013 Revised Budget.

Respectfully submitted,

KIRSTI ALAKSA
Manager of Financial Services

DAVID WRIGHT
Superintendent of Business

CATHERINE SIEMIENIUK
Director of Education

GRANTS	2012-2013 ESTIMATES REVENUES	2012-2013 REVISED ESTIMATES REVENUES	VARIANCE
GENERAL LEGISLATIVE GRANTS			
OPERATING GRANTS			
Pupil Foundation Allocation	\$ 46,263,510	\$ 46,349,760	\$ 86,250
Special Education	\$ 14,456,123	\$ 14,524,040	\$ 67,917
School Foundation	\$ 7,694,539	\$ 7,731,106	\$ 36,567
Language	\$ 1,368,888	\$ 1,336,540	\$ (32,348)
Remote & Rural	\$ 4,651,550	\$ 4,690,290	\$ 38,740
Learning Opportunity	\$ 1,936,449	\$ 1,938,244	\$ 1,795
Continuing Education	\$ 809,202	\$ 805,981	\$ (3,221)
Teacher Qualification & Experience	\$ 8,453,209	\$ 8,422,071	\$ (31,138)
New Teacher Induction Program	\$ 82,133	\$ 82,133	
Transportation	\$ 6,230,701	\$ 6,249,763	\$ 19,062
Administration & Governance	\$ 3,647,683	\$ 3,662,847	\$ 15,164
School Operations	\$ 10,013,742	\$ 10,035,518	\$ 21,776
Community Use of Schools	\$ 145,121	\$ 145,121	
Declining Enrolment Adjustment	\$ 1,526,720	\$ 1,419,570	\$(107,150)
Program Enhancement	\$ -	\$ -	
First Nation, Metis & Inuit Education	\$ 1,212,305	\$ 1,193,315	\$ (18,990)
Safe Schools	\$ 169,240	\$ 170,286	\$ 1,046
Restraint Savings	\$ (93,161)	\$ (93,161)	
TOTAL OPERATING GRANTS	\$108,567,954	\$108,663,424	\$ 95,470
School Renewal	\$ 2,438,612	\$ 2,892,849	\$ 454,237
School Condition Improvement	\$ 1,256,811	\$ 1,256,811	
Capital Debt Support Payments	\$ 2,095,958	\$ 2,095,958	
Full Day Kindergarten	\$ 1,053,542	\$ 2,235,990	\$1,182,448
Capital Priorities		\$ 881,979	\$ 881,979
GPL		\$ 472,483	\$ 472,483
Short Term Financing	\$ 59,540	\$ 59,726	\$ 186
Deferred Capital Contributions *estimate	\$ 6,187,112	\$ 6,306,153	\$ 119,041
Permanent Financing of NPF - Board 55 Trust	\$ 99,067	\$ 99,067	
TOTAL GRANT ALLOCATION	\$121,758,596	\$124,964,440	\$3,205,844

GRANTS	2012-2013 ESTIMATES REVENUES	2012-2013 REVISED ESTIMATES REVENUES	VARIANCE
OTHER REVENUE			
Government of Canada - Tuition	\$ 2,692,231	\$ 2,726,351	\$ 34,120
Full Day Kindergarten ELP	\$ 3,308,229	\$ 3,308,229	
INAC Special Education Funding	\$ 200,000	\$ 200,000	
Ministry of Citizenship	\$ 73,920	\$ 73,920	
Rental Revenue	\$ 268,954	\$ 268,954	
Fee for Service Programs	\$ 121,500	\$ 121,500	
Other School Boards	\$ 100,800	\$ 100,800	
Cafeteria	\$ 460,000	\$ 460,000	
Interest	\$ 175,000	\$ 175,000	
Kingfisher	\$ 40,000	\$ 40,000	
School Fundraising	\$ 2,100,000	\$ 2,100,000	
Miscellaneous	\$ 66,000	\$ 66,000	
TOTAL OTHER REVENUE	\$ 9,606,634	\$ 9,640,754	\$ 34,120
TOTAL REVENUE	\$131,365,230	\$134,605,194	\$3,239,964

2012-2013 EXPENDITURE SUMMARY

NAME	2012-2013 Estimates	2012 - 2013 Revised Estimates	Variance
SCHOOL BASED TEACHING AND SUPPORT STAFF			
Elementary Day School (including Full Day Kindergarten)	\$ 30,615,204	\$ 30,534,221	\$ (80,983)
Secondary Day School	\$ 23,920,363	\$ 24,005,288	\$ 84,925
Alternative Education	\$ 30,000	\$ 30,000	
Safe Schools	\$ 133,119	\$ 133,119	
Noon Hour Supervision	\$ 300,931	\$ 300,931	
Early Childhood Educators (including Full Day Kindergarten)	\$ 1,611,934	\$ 1,611,934	
Library Information Technicians	\$ 1,077,442	\$ 1,077,442	
School Administration	\$ 5,350,015	\$ 5,425,015	\$ 75,000
School Offices	\$ 2,779,109	\$ 2,779,109	
Continuing Education	\$ 1,102,867	\$ 1,102,867	
Attendance/Social Workers	\$ 521,231	\$ 521,231	
SPECIAL EDUCATION			
Special Education Day School	\$ 4,556,169	\$ 4,556,169	
Educational Assistants	\$ 8,814,093	\$ 8,814,093	
Special Education Program Support	\$ 1,107,842	\$ 1,107,842	
Section 23 Programs	\$ 703,389	\$ 703,389	

NAME	2012-2013 Estimates	2012 - 2013 Revised Estimates	Variance
SCHOOL BASED SERVICES & RESOURCES			
School Supplies and Resources	\$ 1,766,845	\$ 1,786,845	\$ 20,000
Secondary Technology Education	\$ 219,325	\$ 219,325	
Kingfisher	\$ 305,468	\$ 305,468	
Instructional Materials Centre	\$ 203,240	\$ 203,240	
Transportation - Home to School	\$ 5,996,458	\$ 5,996,458	
Co-Curricular Activities	\$ 374,417	\$ 374,417	
Plant Services	\$ 10,097,441	\$ 10,128,089	\$ 30,648
Plant Maintenance	\$ 2,251,389	\$ 2,251,389	
Community Use of Schools	\$ 100,000	\$ 100,000	
Cafeteria	\$ 577,340	\$ 577,340	
Distribution	\$ 75,629	\$ 75,629	
Territorial Student Program	\$ 347,923	\$ 347,923	
CENTRAL SUPPORT TO SCHOOLS			
Instructional Services	\$ 1,926,975	\$ 1,926,975	
Student Success	\$ 372,065	\$ 372,065	
School Effectiveness	\$ 195,730	\$ 195,730	
Computer Services	\$ 833,171	\$ 833,171	
Technical Services	\$ 858,966	\$ 858,966	
Technology & Equipment	\$ 344,635	\$ 344,635	
Property Services Administration	\$ 648,467	\$ 648,467	
Health & Safety	\$ 116,476	\$ 116,476	
Rehabilitation	\$ 158,575	\$ 158,575	
Business Services	\$ 1,549,410	\$ 1,549,410	
Payroll	\$ 393,817	\$ 393,817	
Human Resources	\$ 979,603	\$ 979,603	

NAME	2012-2013 Estimates	2012 - 2013 Revised Estimates	Variance
GOVERNANCE			
Trustees	\$ 166,408	\$ 166,408	
Directors Office	\$ 704,776	\$ 704,776	
Instructional/Corporate Administration	\$ 711,700	\$ 711,700	
OTHER			
Benefits	\$ 379,694	\$ 379,694	
Additional Requirement - Retirement Gratuity	\$ 359,131	\$ 359,131	
Interest on borrowing	\$ 75,000	\$ 75,000	
Debentures	\$ 2,155,499	\$ 2,155,685	\$ 186
Contingency	\$ 300,000	\$ 300,000	
Capital Expense	\$ 3,695,423	\$ 5,504,122	\$1,808,699
Full Day Kindergarten Capital	\$ 1,053,542	\$ 2,235,990	\$1,182,448
Amortization Expense	\$ 6,247,917	\$ 6,366,958	\$ 119,041
School Fundraising	\$ 2,100,000	\$ 2,100,000	
School Board 55 Trust Financing	\$ 99,067	\$ 99,067	
TOTAL EXPENSES	\$ 131,365,230	\$ 134,605,194	\$3,239,964