



Office of the Director

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

INAUGURAL BOARD MEETING

**Tuesday, December 2, 2014
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 (007-15) | B. Donnelly | 1-4 |
| 8. | Aboriginal Education Advisory Committee Annual Report (005-15) | S. Tardif/
S. Pharand | 5-10 |
| 9. | Parent Involvement Committee Annual Report (002-15) | S. Splett | 11-14 |
| 10. | Special Education Advisory Committee Annual Report (004-15) | L. Sylvestre/
T. Graham | 15-26 |
| 11. | Approval of Appointments to the Special Education Advisory Committee (006-15) | C. Kappel | 27-28 |
| 12. | Trustee Appointments to Board Committees – 2015 (003-15) | I. MacRae | 29-30 |
| 13. | Director's Annual Report 2013-2014 (001-15) | I. MacRae
+ handout | 31 |
| 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

2014 DEC 02
Report No. 007-15

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			
	2013	2012	2011	2010
Total Uses	3,229,286	3,309,665	3,199,459	2,941,046
New Registrants - Children* (Sept 1/12 - Aug 31/13)	824	703	774	897
New Registrants - Youth* (Sept 1/12 - Aug 31/13)	101	148	131	164
Total Children's Members*	10,939	10,593	12,010	11,691
Total Youth Members*	6,763	6,951	5,614	5,458
Programs	637	664	653	620
Program Attendance	19,854	18,923	19,787	17,022
Average Program Attendance per Program	31.2	28.5	30.3	27.5
Class Visits to Public Schools	43	41	59	39
Class Visit Participants	1,849	1,452	2,532	1,740

* includes juvenile limit and non-resident members commencing 2009

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

2.1 Class Visits and Thunder Bay Transit

Our partnership with Thunder Bay Transit was renewed and continues to be a very popular option for schools wishing to bring their classes to the Library at no charge via city bus.

2.2 Readers are Leaders

This program matches volunteers from Frontier College and the community with children from Grades 1 to 3 for one-to-one reading practice and was offered during the school year and July and August. Evaluations from parents have been very positive and there have been many individual stories of success, including newcomers to Thunder Bay or Canada. The Friends of the Thunder Bay Public Library supported this program financially.

2.3 Forest of Reading Programs

Schools participating in the programs were able to find the program books at the Library for the Blue Spruce, Silver Birch, and Red Maple reading programs. We offer our own reading groups for children who cannot participate through a school program. Participation exposes children to some of the best recent Canadian literature written for their age. Thunder Bay was one of three provincial cities to host the grand Forest of Reading Event held in May at the Canadian Lakehead Exhibition grounds. Hundreds of children participated and library staff were on the organizing committee and volunteered in all areas. Children met the authors and illustrators in workshops, in autographing sessions, and in a ceremony which announced the provincial and local winners.

2.4 Early Literacy

The Library continues its early literacy role by offering literacy programs for babies, toddlers, and preschoolers. The focus is on vocabulary development, awareness of rhymes and sounds of language, and reading comprehension by introducing the following series: Baby Bumblebees, Beginning with Books, Drop in Story Times, Tales for Twos, and Preshool Storytime.

2.5 Authors

The Library brought in two authors, Becky Citra for a workshop with students from McKellar Park Central Public School, and Jan Bourdeau Waboose who engaged students from McKellar Park Central and St. James Public Schools.

2.6 Summer Reading Game

The theme for the Toronto Dominion Bank's Summer Reading Club was "Go". Children were encouraged to get active and explore their world. Students from Junior Kindergarten through Grade 4 signed up to track their reading throughout July and August receiving weekly incentives for their efforts, such as a Boston Pizza Kids Meal coupon, a Zoose the Library Mascot poster, or a Mario's Bowl coupon. Various studies report that participation in a summer reading program is a prime indicator of school success over the following year.

2.7 Aboriginal and First Nations Related Activities

As part of our celebrations for National Aboriginal Week in June, the Library brought in Aboriginal author Jan Bourdeau Waboose, an award-winning author of SkySisters, Morning on the Lake, and other titles, who shared her Ojibway heritage and personal story with Grade 3 and 4 students from McKellar Park Central and St. James Public Schools. Turtle Island Tales, a monthly storytelling and activity program presented by Serena Essex from the Indian Friendship Centre, has become a regular feature at Thunder Bay Public Libraries. These activities offered a unique experience for children from all backgrounds to participate in Aboriginal traditional stories and culture. The Library introduced "Book Club in a Bag", a series of book-sets based on the titles that won the annual First Nations Communities Read Week. Each kit includes ten copies of the winning title from the program and discussion ideas and suggestions for further reading or research. They can be borrowed by book clubs and teachers for classroom reading and sharing.

2.8 Outreach

Staff spoke to parent groups, students, and teachers during Literacy Nights, Family Literacy events, and For the Love of Books workshops. The Library participated in the system-wide Kindergarten Information Night at the Valhalla Inn and various Welcome to Kindergarten evenings in elementary and secondary schools. The Library has a Young Adult Tumblr site with reading suggestions, a blog called Reading Well, which highlights books related to mental health and wellness for children, and regularly posts to our Facebook and Pinterest sites sharing Library news, book recommendations, and craft and display ideas. Marketing students spent time learning about market research and demographics/statistics resources available to them for their studies.

2.9 Parent Involvement Committee

Thunder Bay Public Library's Head of Children's and Youth Services is a Community Representative on Lakehead District School Board's Parent Involvement Committee.

2.10 Virtual Library

For younger students, we have been demonstrating the "Kids Catalog" which is picture-based and reflective of our collection and of our region. The imagery we use incorporates local sights, people, and animals. The Library provides guidance in using children's databases such as PebbleGo (primary grades), KidsInfoBits, and other useful tools for elementary school research. The Library has incorporated demonstrations of the databases at class visits, Literacy Nights, and information sessions at the schools.

2.11 School E-News

An electronic newsletter is sent out to all schools in the spring and fall of each year to highlight programs, services, and collections that may be of interest to Principals, Vice Principals, librarians, library technicians, teachers, and students. The e-news is also printed and multiple copies are sent to schools. The Library's quarterly publication, *CONNECT@ your library*, is sent to all schools as well.

2.12 Library Tip of the Week

The Library provides tips about services, resources, or activities in the *Library Tip of the Week* featured in This Week at Lakehead Public Schools.

2.13 Volunteer Hours at the Library

The Library provided volunteer opportunities for several secondary school students for their 40 hours of community service.

2.14 Research Opportunities at the Library

Multiple Days of Research workshops were held at Hammarskjold High School. The school library demonstrated research methods, in a variety of subject areas, to students and teachers.

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,

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

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2014 DEC 02
Report No. 005-15

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

RE: ABORIGINAL EDUCATION ADVISORY COMMITTEE ANNUAL REPORT

1. Background

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

2. Situation

- 2.1 The Aboriginal Education Advisory Committee is comprised of a group of individuals from diverse backgrounds.
- 2.2 The cultural spirit of this unique committee is reflected in the integration of Aboriginal protocols such as opening and closing ceremonies by an Aboriginal Elder and a Métis Senator.
- 2.3 The 2014-2015 meeting schedule was approved at the May 15, 2014 meeting.

2.4 The Aboriginal Education Advisory Committee is presently comprised of:

NAME	AFFILIATION
MEMBERS:	
ARNONE, Marg	Trustee (September 2013 – November 2013)
BAXTER, Lawrence	Parent/Guardian
BEARDY, Kathy	Community/Agency
CROMARTY, Elliott	Community/Agency
ESSEX, Serena	Parent/Guardian
FIDDLER, Katrina	Student
FONTAINE, Pauline	Elementary Principal
JOHANSEN, Pat	Trustee (December 2013 – June 2014)
KANUTSKI, Sharon	Parent/Guardian
O'MEARA, Sylvia	Parent/Guardian
PHARAND, Sherri-Lynne	Superintendent – Director Designate
TARDIF, Suzanne	Parent/Guardian
VINCENT, Margaret	Parent/Guardian
WAWIA, Dolores	Co-Chair
WHITE-KOKEZA, Beverley	Parent/Guardian
ALTERNATES:	
DEROY, Audrey	Community/Agency
HALIUK, Robin	Parent/Guardian
LUKINUK, Lori	Trustee (September 2013– November 2013)
MORETTIN, Donnalee	Parent/Guardian
OIKONEN, Ron	Trustee (December 2013 – June 2014)
SAARINEN, George	Trustee (December 2013 – June 2014)
ZOCCOLE, Fay	Community/Agency
RESOURCE:	
CHAMBERS Ellen	Elementary
CHARLTON, Coral	Secondary Vice Principal
FARRELL-MORNEAU, Amy	Aboriginal Community Liaison Officer
GUILLET, JoJo	Aboriginal Education Resource Teacher
HILL, Judy	Executive Secretary
MCKAY, Robert	Senator
MERCIER, Isabelle	Elder
RISSANEN, Jennifer	Secondary Resource
WALTER-ROWAN, Nicole	Program Coordinator

2.5 In 2014, one new appointment to the committee was approved by the Lakehead District School Board.

A Chair is elected annually at the December meeting.

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

Topic	Presenter(s)
Summer Programs	Nikki Marks
Operational Plan	Sherri-Lynne Pharand
Native Studies/Native Language Courses	Jennifer Rissanen
FNMI SSI (Student Support Initiative)	Paul Tsekouras
Information Technology Plan Update	Gino Russo
Early Learning	Donica LeBlanc
2014-2015 Budget Presentation	Kirsti Alaksa
Mental Health Presentation	Colleen Kappel/Mary-Beth Minthorn-Biggs
ONWA Adult Ed. Program/Aboriginal Skills Advancement Pilot Project with Matawa First Nation	Daniel Denomme/Irena Filteau/Carolyn Zadnik
Expanding Opportunities for Excellence 7-12	David Isherwood
Blend Media Project to Support Students in Thunder Bay	Kathilee Porter
Strategic Plan	Cathi Siemieniuk
Collaborative Inquiry	JoJo Guillet/Jennifer Rissanen
Walking with our Sisters	Crystal Nielsen/Isabelle Mercier
Walk a Mile Film Project	JoJo Guillet/Amy Farrell-Morneau

- 2.7 The Aboriginal Education Advisory Committee provided input to the Board's 2014-2015 Budget.
- 2.8 Lakehead District School Board confirmed financial support to the Aboriginal Education Advisory Committee by providing a working budget for the committee. Ongoing support for many Aboriginal Education priorities was also confirmed by the Lakehead District School Board such as the continuation of the Aboriginal Community Liaison Officer and the Aboriginal Education Resource Teacher positions. Funding was also provided to support the Native Language and Native Studies courses, staff professional development and cultural sensitivity training for all staff.
- 2.9 Native Language and Native Studies courses continue to be offered at all four secondary schools, Armstrong and Ecole Gron Morgan Public Schools. As well, Native Language is continuing at Algonquin Avenue and Ecole Gron Morgan Public Schools for the 2014-2015 school year.

- 2.10 The Aboriginal Education Advisory Committee has been instrumental in directing and supporting initiatives in Aboriginal Education such as the delivery of the Tutor in a Cultural Learning Environment, the Aboriginal Achievement Facilitators within each secondary school, the continuation of the Aboriginal Parent/Guardian Advocacy Program, community partnerships, cultural awareness through professional development, cultural programming, Aboriginal role models, cultural sensitivity training, surveys to assess the feasibility for additional Native Language classes, Aboriginal student sitting as a member on AEAC, welcoming school environments and increasing Aboriginal presence in our schools.
- The priorities identified are aligned with the Committee's three year 2012- 2015 work plan.
- 2.11 The Aboriginal Education Resource teacher position provides support at elementary and secondary schools through literacy coaching for elementary teachers, support for secondary Native Studies/Native Language teachers and Aboriginal Success Facilitator teachers, as well as administrator support. The resource teachers have also been instrumental in the development and delivery of Board and school-wide professional development. This professional development has been foundational in building capacity to incorporate Indigenous knowledge into the Ontario curriculum, and to meet the needs of First Nation, Métis and Inuit students. The resource teachers are also involved with cultural sensitivity training, New Teacher Induction training, supporting Early Literacy Development, advice for administrators and teachers, as well as development of culturally responsive resources that reflect the population of our community. The Resource teacher sits as a resource on the Equity and Diversity Committee as well as the Aboriginal Education Advisory Council. Participation and sharing at regional leads meetings further informs practice.
- 2.12 The position of the Aboriginal Community Liaison Officer supports the implementation of Board initiatives and activities in Aboriginal education. This role primarily focuses on nurturing relationships and creating partnerships with community/First Nations and the Board/schools (K-12) that support Aboriginal student success. Other activities include cultural awareness, connections to Elders/cultural resource people, Learning Through The Arts' Elder-in Residence Program initiative which is still in the piloting phase, Aboriginal Role Model Initiative, Aboriginal Transitions Committee and Aboriginal Parent/Guardian Volunteer Advocacy Program.
- 2.13 Collaboration with the NAN Education Partnership Program offers Lakehead District School Board the opportunity to hear the collective and individual voices of our service agreement partners, and offers opportunities to work collaboratively with communities and band councils regarding the transition of students into Thunder Bay and Lakehead Public Schools. Visits to service agreement partner communities also help to strengthen these relationships and provide additional opportunity for knowledge and needs sharing. To help support the transitions of students into our Board, booklets were created in partial response to this need: Welcome booklets were created and sent to service agreement partner schools which included a section on safety tips and student voice where student strengths and other interests can be gathered. In addition, Welcome To Kindergarten booklets were also created and included tips for parents to support the transition of their children into Kindergarten. In addition, the Collaborative Inquiry project work to support capacity building in schools for educators, with a focus on supporting Aboriginal learners, included four

elementary sites and all four secondary schools. This was a year long project involving community voice, administrators, educators and other support staff.

- 2.14 The ongoing community relationships and success for students comes through working alongside community committees including the Community Coalition United for the Protection of Children and Youth (CCUPCY) who work toward annual events such as Fall Harvest and Spirit of Winter, the National Aboriginal Day committee who worked toward the nationally celebrated event on June 21, 2014
- 2.15 Board level policies, programs and training: Student Self-ID Policy revised, Staff Self-ID Policy refined and implemented, Leveled Literacy Intervention at the elementary levels, Restorative Justice Training for all staff was completed, FNMI Collaborative Inquiry was completed with a goal for continuation and next steps, New Teacher Induction Program, Leadership session, Regional Native Language Conference involving community members, Elders and educators from the region.
- 2.16 Collaboration with community partners and communities continued with community visits, NAN Education Partnership Program, The Blend project for transitional support of Northern community secondary students into urban centres, the Northern Ontario School of Medicine, Confederation College, Lakehead University, Thunder Bay District Health Unit, Ontario Physical Health Education Association, City of Thunder Bay, Thunder Bay Art Gallery curriculum collaboration, and continuation of Elder's Council meetings whose input into our Board goals are impactful of the work we do.
- 2.17 Provincial/Board Involvement
 - 2.17.1 The approved minutes of each Aboriginal Education Advisory Committee meeting are included as an information item for Trustees in Board agendas.
 - 2.17.2 The elementary, secondary and program staff resource individuals regularly attend meetings to provide information and receive input from the committee on various initiatives.
 - 2.17.3 The Aboriginal Education Advisory Committee website is maintained and its use is encouraged.

3. Conclusion

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

Miigwetch.

Respectfully submitted,

DOLORES WAWIA
Co-Chair
Aboriginal Education Advisory Committee

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

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2014 DEC 02
Report No. 002-15

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 2013-2014 Parent Involvement Committee was comprised of the following members:

Member's Name	Group Represented
Serena Essex Donnalee Morretin Beverley White-Kokeza	Aboriginal Education Advisory Committee (AEAC) Alternate AEAC Representative Alternate AEAC Representative
Laura Prodanyk Jesse Roberts	Community Representative Community Representative
Jennifer Davis Nathalie Ferguson Varinder Singh Hayer Susie Splett	School Council Representative School Council Representative School Council Representative School Council Representative
Kelly Gallagher Harbinder Singh Hayer Jennifer DeFranceschi Gerry Leach	Parent Member Parent Member Alternate Parent Member Alternate Parent Member
Laura Sylvestre	Special Education Advisory Committee (SEAC)
Rima Mounayer David Isherwood	Principal Representative Alternate Principal Representative
Nicole Walter Rowan Paul Tsekouras	Teacher Representative Alternate Teacher Representative
Lori Lukinuk Pat Johansen	Trustee Representative Alternate Trustee Representative
Ian MacRae Catherine Siemieniuk	Director of Education – from September 1, 2014 Director of Education – to August 31, 2014
Kathryn Hantjjs	Executive Assistant

- 2.2 Six meetings were held this year. The Vice Chair was elected in November 2013 and the Chair was elected in January 2014. In addition to PIC meetings, one policy input session and four events were held.
- 2.3 On January 20, the *School Council Networking Event* was hosted at Westgate Collegiate and Vocational Institute. All School Council members and Principals were invited. The evening included networking, informative presentations, and discussions in a carousel format about Parent Resources for Student Learning, Running an Effective School Council Meeting, and Thunder Bay Public Library Supports for Parents. The event was well attended and feedback was positive overall.
- 2.4 On April 14, PIC hosted a networking dinner meeting at the Current River Community Centre. Two School Council members and one Administrator from each school were invited. The plenary sessions were Bring Your Own Device (BYOD), Mental Health Stigma Reduction, and Early Years. Feedback from the event evaluations was positive.
- 2.5 On May 26, an information session about the Social Media Strategy was held. Mike Kujawski from the Centre of Excellence for Public Sector Marketing (CEPSM) provided information about social media and the plan that CEPSM was developing with Lakehead Public Schools. Throughout the presentation, feedback and insight was gathered from the participating PIC members.

- 2.6 On October 20, PIC held a School Council Kick-Off evening at the Airline Hotel and Conference Centre. Two School Council members and one Administrator from each school were invited. The theme for the evening was *Digital Engagement* and presentations included Bring Your Own Device (BYOD), Parent Portal, and Social Media Strategy. Those in attendance were able to take interesting ideas and information back to their School Councils.
- 2.7 One policy input session was held prior to the March 3 PIC meeting. This session provided an opportunity for School Council Chairs and Parent Involvement Committee members to receive information and give input to Policy 3093 Electronic Information Security.
- 2.8 Regular meetings included opportunities to receive information and to give feedback on topics, such as:
- Policy 8091 Use of Volunteers in Schools;
 - LETO Celebration of Learning Through Play;
 - 7 – 12 Expanding Opportunities for Excellence;
 - Operational Plan;
 - 2014-15 Budget;
 - Regional PRO grant funding towards Social Media Strategy;
 - Regional Parent Engagement Project;
 - Kindergarten registration night;
 - Mental health capacity building plan;
 - WE Stand Up 2014;
 - student walk distances to school;
 - promoting school events hosted by School Councils;
 - School Council email network; and
 - the Director’s Report (an item on all agendas).
- 2.9 The Parent Involvement Committee provided input to the Board’s 2014-2015 Budget on April 1.
- 2.10 Funding was provided to AEAC and SEAC to support activities for parents.
- SEAC hosted Dr. Edward Rawana to speak about *“Strengths-Based Parenting @ Home and School”* to parents/guardians, educators, mental health professionals, interested community members, and the general public on March 19.
- 2012-2013 AEAC funding was carried forward to 2013-2014 as the committee’s project wasn’t complete by budget year end. The funding for 2012-2013 and 2013-2014 was combined to purchase welcome booklets to support service agreement partners’ students.
- 2.11 The Parent Involvement Committee provided \$1,000 to Lakehead Elementary Teachers of Ontario (LETO) to support the Celebration of Learning through Play held on June 19 at Marina Park.
- 2.12 In partnership with Lakehead University Faculty of Education and Lakehead Public Schools, the Parent Involvement Committee committed \$1,000 to sponsor an evening parent event with internationally best selling author and speaker Barbara Coloroso on October 21 at Lakehead University.

- 2.13 In support of the Parent Involvement Committee's 2013-2014 Work Plan, PIC continued a communications ad hoc committee to focus on the enhancement of communication strategies and exchange of information with parents and School Councils, including supporting information for school newsletters and School Council Chairs, regular updates to the PIC and School Council sections of the Lakehead Public Schools website, a School Council email network, and "PIC Corner" as a regular feature in the weekly newsletter "This Week at Lakehead Public Schools". Parent events and consultation sessions have increased the awareness of the Parent Involvement Committee and its initiatives to support communication with parents and schools.

In June 2013, Kelly Gallagher applied for a Regional PRO Grant on behalf of PIC. Funding of a \$20,000 Regional PRO Grant was approved and allocated to the development of a social media strategy with the purpose of enhancing communication. The Centre of Excellence for Public Sector Marketing was hired to develop the social media strategy. Focus groups and follow-up meetings were held and a final report was presented to Senior Administration in May. Components of the strategy are currently being implemented system-wide.

- 2.14 During the year, Parent Involvement Committee was represented by:

- Laura Sylvestre as PIC representative on the Success Advisory Committee;
- Jennifer DeFranceschi as PIC representative on the School Year Calendar Committee;
- Jennifer Davis as PIC representative on the Healthy Eating Makes the Grade Garden Committee; and
- Dave Isherwood as PIC representative at Kindergarten Registration Night.

3. Provincial Involvement

Gerry Leach and Varinder Singh Hayer attended the Fifth Annual PIC Symposium in April in Toronto and provided information to the members upon their return.

4. 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 2014-2015 Parent Involvement Committee held its first meeting on November 17, 2014.

Respectfully submitted,

NATHALIE FERGUSON
2013-2014 Vice Chair
Parent Involvement Committee

SUSIE SPLETT
2013-2014 Chair
Parent Involvement Committee

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2014 DEC 02
Report No. 004-15

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

RE: SPECIAL EDUCATION ADVISORY COMMITTEE (SEAC) ANNUAL REPORT

1. Background

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

2. Situation

- 2.1 As the term of office for representatives of associations or organizations coincides with the term of the Board, an advertisement was placed in The Chronicle Journal and The Source for SEAC representatives for the term of Office December 2010 to November 2014. Agencies/Organizations nominated members and alternate members to SEAC.
- 2.2 The Special Education Advisory Committee was active since December 2010. Annually a Chair and Vice Chair were elected. The 2014 Chair was Laura Sylvestre and the 2014 Vice Chair was Theresa Graham. The Superintendent responsible for Special Education, Colleen Kappel, acts as secretary and advisor to the Committee.
- 2.3 In 2014, the Special Education Advisory Committee was comprised of ten members (one representative from each of eight associations) and two Trustees. SEAC members were:

Name	Association/Organization
1. Sheila Marcinyshyn Martha Mawakeesic (alternate)	Anishnawbe Mushkiki
2. Laura Sylvestre Shauna Murphy Crupi (alternate)	Autism Ontario - Thunder Bay & District Chapter
3. Jennifer Bean-Anderson	Canadian Diabetes Association – Northwestern Ontario
4. Theresa Graham Jane Cuttress (alternate)	Children’s Centre of Thunder Bay
5. Maureen Cameron	Community Living Thunder Bay
6. Judy Kay David Fulton (alternate)	Fetal Alcohol Support Information Network
7. Jennifer Turcotte	North West Community Care Access Centre
8. Mike Otway Heather Conrad (alternate)	VOICE for Hearing Impaired Children
9. Marg Arnone Ron Oikonen (Alternate)	Trustee
10. Pat Johansen Jack Playford (Alternate)	Trustee

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

2.5 The following presentations were made at the regular meetings September 2013- June 2014:

Topic	Presenter(s)
2013-2014 Operational Plan	Catherine Siemieniuk
SEAC Advocacy Training Plan	Lori Carson, Colleen Kappel, Theresa Mayer and Laura Sylvestre
EQAO Results	Lori Carson, Paul Tsekouras, Nicole Walter-Rowan
Safe Schools App	Eric Fredrickson, Bruce Nugent
iPads and Assistive Technology	Kim Hoogsteen, and Kim Pineau
2014-2015 Budget Presentation	David Wright
Expanding Opportunities For Excellence 7-12	Michelle Probizanski
Strategic Plan	Catherine Siemieniuk
Early Development Instrument (EDI) Analysis 2011-2012	Calvin MacKenzie
Fetal Alcohol Spectrum Disorder (FASD)	Judy Kay
Special Education Plan Updates	Lori Carson

2.6 Professional Development

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

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

- International Fetal Alcohol Spectrum Disorder (FASD) Awareness Day, September 9, 2013;
- Fetal Alcohol Spectrum Disorder (FASD) Workshop, September 12 & 13, 2013;
- Autism Ontario – Thunder Bay & District, *Walk With Me*, Autism Awareness Event, October 5, 2013;
- *Beating the Odds For Kids and Families*, October 21, 2014 Parent Involvement Committee Event;
- *Finding Your Way Through the Healthcare Maze: lessons from research on health services and ASD*, Webinar, November 5, 2014;
- Ministry of Education Consultation Session *Development of a Provincial Framework to Support Programs that are not based on the Provincial Curriculum*, November 8, 2013;
- Autism Ontario – Thunder Bay & District, *Parade of Lights*, December 7, 2013;
- School Council Networking Event, January 20, 2014;
- Kindergarten Registration Evening, February 3, 2014;
- Anishnawbe Mushkiki *Winterfest*, February 22, 2014;
- Thunder Bay Family Network Presentation, March 31, 2014;
- World Autism Awareness Day, April 2, 2014;
- Anishnawbe Mushkiki *Family Fun Fair*, June 11, 2014;
- Clara's Ride, June 19, 2014;
- Clara's Big Ride, June 21, 2014; and
- National Aboriginal Day, June 21, 2014.

2.7 SEAC Participation and Input

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

- Ministry of Education Consultation Session *Development of a Provincial Framework to Support Programs that are not based on the Provincial Curriculum*, November 8, 2013; and
- Kindergarten Registration Evening, February 3, 2014;

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 2013-2014 SEAC Work Plan.

2.9 Advocacy

- 2.9.1 An Advocacy Memo was distributed to parents/guardians of students with Special Needs in October 2013. Included with the memo is the document, *Advocacy Information for Families*, which is attached as Appendix B.
- 2.9.2 SEAC members have acted as advocates to assist students and their families within our schools.
- 2.9.3 At each SEAC meeting, members record their advocacy over the course of the month. From September 2013 to June 2014, four members provided advocacy on 20 occasions to parents/guardians either by phone, in person, in group participation, or via email.
- 2.9.4 SEAC developed an Advocacy Training Plan. A review of the training plan along with role playing scenarios took place at the October 16, 2013 SEAC meeting. An Advocacy Training Binder/Manual to assist members in their role as advocates has been developed and will be provided to members at the Inaugural SEAC meeting on December 10, 2014.
- 2.9.5 At the May 21, 2014 SEAC meeting, members approved a letter to the Ministers of Education, Children and Youth Services and Health and Long Term Care regarding the state of speech and language services for school aged children in Ontario. After approval from the Board, the letter was sent to the three Ministers and copies were distributed to all Ontario District School Board SEAC's and the Ontario Public School Boards' Association.

2.10 Provincial and Board Involvement

- 2.10.1 Common issues regarding Special Education funding are shared with the Board of Trustees, Minister's office, OPSBA, and the provincial SEAC's.
- 2.10.2 To communicate the role of SEAC to the schools and our community, the following actions were taken:
 - 2.10.2.1 Articles from SEAC members' associations were forwarded to the schools for their monthly newsletters. A copy is also forwarded to Bruce Nugent, Communications Officer and placed in *Lakehead This Week*.
 - 2.10.2.2 The SEAC website was maintained and its use encouraged. The SEAC website is available at the following web link:
<http://www.lakeheadschoools.ca/speced/seac>
- 2.10.3 Information sharing amongst SEAC representatives and their organizations was ongoing in order to keep updated on the activities and workshops of children with special needs within our community. A sharing table was initiated where members provided resources from their respective organizations. The sharing table is available at each SEAC meeting.

- 2.10.4 SEAC members were informed of the opportunity to present a delegation to the Board regarding the Budget. Theresa Graham represented SEAC at the Budget Committee deputation meeting on April 1, 2014.
- 2.10.5 SEAC members participated on committees when required. Laura Sylvestre represents SEAC on the Parent Involvement Committee and the Success Advisory Committee.

2.11 Presentations

As a result of a Parent Involvement Committee (PIC) Funding opportunity, SEAC presented Dr. Edward Rawana, *Strengths Based Parenting at Home and School* on March 19, 2014. Based on feedback, the presentation was well received by all who attended. As a result of the PIC funding grant, admission was free to the event with a non-perishable food donation to Shelter House Thunder Bay or a coin donation to The Lakehead Learning Foundation.

2.12 Safe TALK Training

SEAC members and alternate members, Trustee representatives, and Senior Administration representatives attended *Safe TALK* suicide awareness training after the April 16, 2014 SEAC meeting. Training was facilitated by Tammy Piche of Children's Centre Thunder Bay. The training was well received by all those in attendance.

2.13 SEAC Input

On a regular basis, at SEAC meetings, input is requested of members on various topics. During the 2014-2015 school year, input was requested and provided by SEAC on the following:

- 3040 Transportation Policy Review;
- 8090 Community/Education Partnerships Policy; and
- Mental Wellness Strategy Visual.

3. SEAC Vision Statement

The following SEAC Vision Statement is posted on the SEAC website:

'SEAC members have identified the following as the most valued goal for their children's schooling:

*To nurture the individual child's unique potential;
To allow full development of each child's innate personal integrity;
Love of learning, and creativity.'*

4. Areas of focus that SEAC will continue to promote and review are:
- Accessibility Plan;
 - Attitudinal Barriers;
 - Communication with community and system;
 - Equity and Inclusive Education;
 - Professional development of facilitators, educational assistants, teachers, SEAC members and other staff dealing with children with special needs;
 - Safe Schools;
 - Advocacy;
 - Support of “Fair Start”;
 - Implementation activities related to programs and services supporting the learning of students with special needs;
 - Decisions of the current government as it affects children with special needs and all children in the province;
 - Community workshops and activities geared toward Special Education parents/guardians, caregivers, teachers and students;
 - SEAC link through Special Education on Lakehead Public Schools website;
 - SEAC Work Plan;
 - Goals and mandate of SEAC within Lakehead Public Schools; and
 - Provide input to current policies under review.

5. Conclusion

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

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

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

Respectfully submitted,

THERESA GRAHAM
Vice Chair
Special Education Advisory Committee

LAURA SYLVESTRE
Chair
Special Education Advisory Committee

SEAC 2013-2014 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Complete Advocacy Training	Enhance SEAC members roles as Advocates	Oct 2013	Special Education Officer	SEAC members feel confident in advocating for students and parents/guardians	<ul style="list-style-type: none"> • Advocacy Training Overview was provided at the October 16, 2013 SEAC Meeting. • Advocacy Training Manual reviewed at May 21, 2014 SEAC meeting. • Binders will be provided to all SEAC Advocates at beginning of 2014-2015 school year.

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Host a Speaking Event for parents & guardians and community	Determine a speaker and timeframe	Complete by June 2014	SEAC Members Special Education Officer Superintendent of Education Executive Secretary	Event is well attended and well received	<ul style="list-style-type: none"> • Dr. Rawana presented on March 19, 2014. • Over 100 people in attendance. • Feedback was positive and addressed at May 21, 2014 SEAC meeting. • Final Report submitted to PIC

SEAC 2013-2014 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Safe Talk Training for SEAC Members	Provide education for SEAC members on suicide and how to assist	April 2014	SEAC Members Vice Chair	Members are trained	<ul style="list-style-type: none"> • Safe Talk Training took place on April 16, 2014. • 17 people in attendance included SEAC members & alternates as well as Trustees.
Policy Input to a minimum of 3 policies	Choose three policies that SEAC members are interested in providing feedback to	June 2014	SEAC Members	Policy input is provided	<ul style="list-style-type: none"> • Input to 3040 Transportation Policy on September 18, 2013 • Input to 8090 Community/Education Partnerships Policy on December 11, 2013

SEAC 2013-2014 Work Plan

SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Increase SEAC Membership	<p>Send out broadcast email and fax through LSPC</p> <p>Information on Board website</p> <p>Information in school newsletters</p>	June 2014	<p>SEAC Members</p> <p>Superintendent of Education</p> <p>Executive Secretary</p>	Membership is increased	<ul style="list-style-type: none"> • LSPC broadcast email and fax sent September 2013 • Recruitment information posted on Board website • Information posted at schools and provided with school newsletters
SMART GOAL	Strategies	Timeline	Responsibility	Indicators of Success	Record of Progress
Engaging community and increasing the awareness of SEAC	Hold an Open House in September 2014	Sept 2014	<p>SEAC Members</p> <p>Superintendent of Education</p> <p>Executive Secretary</p>	Event is well attended.	<ul style="list-style-type: none"> • Ad Hoc Committee established at May 21, 2014 SEAC meeting. • Ad Hoc Committee Report to June 18 SEAC meeting.

Special Education Advocacy - Families

Lakehead Public Schools

Your Children Our Students The Future

www.lakeheadschoos.ca



What is Advocacy?

In essence, advocacy is speaking up for yourself, or acting on behalf of another person. Advocates do not tell people what they should or should not do. Rather, they provide information so that families can make their own choices and decisions and speak up for themselves. Sometimes they may refer clients to other agencies who provide advice.

Advocacy can help families by:

- helping them to clarify their own views and wishes
- helping them to express their views and wishes in a way that ensures they are understood by others
- providing them with all the options so they can make decisions and take their own action
- helping them to get independent advice
- enabling them to negotiate and resolve conflicts

Special Education Advisory Committee



Your Children Our Students The Future



Integrity Acceptance Responsibility

Empathy Respect

Advocacy Can Be Helpful and Useful

Advocacy is useful in situations in which people feel unable to speak up for themselves because:

- they feel they do not have enough time, energy or information
- they do not know their rights
- they feel no-one will listen to them anyway, or that it will not make any difference
- they do not understand the jargon or language being used
- they feel intimidated by people in authority and do not want to make a fuss

Natural Supports

Natural supports consist of the family and community relationships that families and individuals have in their day to day life. Some examples of natural supports might be grandparents, aunts and uncles, family friends, neighbours or co-workers. Families are encouraged to access their natural support system to act as advocates as they navigate the special education system.

Regulation 181/98

This regulation states that a person who is attending a special education meeting has the right to have a representative present that can speak on behalf of him or her or otherwise support them.

Continued on reverse



Special Education Advocacy

Families

Confidentiality

Families can feel confident that SEAC advocates will treat them with respect and dignity. All personal information will be treated as confidential.

Models of Advocacy

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

Collective Advocacy

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

Current SEAC Member Agencies

Anishnawbe Mushkiki
Autism Ontario
Canadian Diabetes Association -
Northwestern Ontario
Children's Centre Thunder Bay
Fetal Alcohol Support Information
Network
North West Community Care Access
Centre
VOICE for Hearing Impaired Children

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

Self-advocacy

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

Parent Advocacy

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

More Information

www.lakeheadschoools.ca

(807) 625-5126

Professional Advocacy

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

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2014 DEC 02
Report No. 006-15

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

RE: APPROVAL OF APPOINTMENTS 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 This committee "shall consist of:
 - a) one representative from each of the local associations that operates locally within the area of jurisdiction of the Board;
 - b) one alternate for each representative;
 - c) one or two persons to represent the interest of Indian Pupils;
 - d) members from among the Board's own members".
- 1.3 The Board may also appoint one or more additional members.
- 1.4 The term of office for representatives of associations or organizations shall coincide with the term of office of the Board.
- 1.5 Nominations were invited by:
 - writing a letter to each association previously represented on SEAC; and
 - placing an advertisement in two local newspapers and through the Lakehead Social Planning Council 211 database.

2. Situation

Nine local associations and organizations submitted nominations for membership to the Special Education Advisory Committee for the next four-year term. The nominees are as follows:

LOCAL ASSOCIATIONS/ORGANIZATIONS	NOMINATIONS - Representative	NOMINATIONS - Alternate
Anishnawbe Mushkiki	Sheila Marcinyshyn	Martha Mawakeesic
Autism Ontario – Thunder Bay and District	Laura Sylvestre	Cory Koski
Children's Centre Thunder Bay	Theresa Graham	Zohreh Dadgostar
Community Living Thunder Bay	Michael Lavoie	
Diabetes Association Recreation Enrichment & Support – DARES	Jennifer Bean-Anderson	
Fetal Alcohol Support/Information Network	Judy Kay	David Fulton
OPTIONS Northwest	Liz Todd	
Thunder Bay Indian Friendship Centre	Kathy Guimond	Kelly Hicks
Voice for Hearing Impaired Children	Michael Otway	Jen Bertoni

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. 006-15, Approval of Appointments to the Special Education Advisory Committee (SEAC).

Respectfully submitted,

COLLEEN KAPPEL
Superintendent of Education

IAN MACRAE
Director of Education

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2014 DEC 02
Report No. 003-15

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

RE: TRUSTEE APPOINTMENTS TO BOARD COMMITTEES – 2015

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 2015 have been determined and are included as Appendix A to Report No. 003-15.

RECOMMENDATION

It is recommended that Lakehead District School Board approve the Trustee Appointments to Board Committees – 2015 as set out in Appendix A to Report No. 003-15.

Respectfully submitted,

IAN MacRAE
Director of Education



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

TRUSTEE REPRESENTATIVES ON BOARD COMMITTEES - 2015		Arnone	Chambers	Massaro	Oikonen	Playford	Saarinen	Tuohenhagen	Wilson
1.	STATUTORY COMMITTEE								
1.1	Special Education Advisory Committee (SEAC) (2 Trustees + 2 Alternates)	X	A			A		X	
1.2	Supervised Alternative Learning (SAL) (1 Trustee + 1 Alternate)	A				X			
1.3	Suspension Appeal/Expulsion Hearing Committee (3 Trustees + 3 Alternates)	X		X	A	X		A	A
1.4	School Year Calendar (1 Trustee)		X						
1.5	Parent Involvement Committee (1 Trustee + 1 Alternate)	X							A
1.6	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 (1 Trustee + 1 Alternate)		A				X		
3.2	Aboriginal Education Advisory Committee (1 Trustee + 2 Alternates)	X	A				A		
3.3	OPSBA Awards Selection Committee (3 Trustees)				X			X	X
3.4	Success Advisory Committee (1 Trustee + 1 Alternate)				A				X
3.5	OPSBA Director Liaison Committee (All Trustees)	X	X	X	X	X	X	X	X
3.6	Student Transportation Services of Thunder Bay (STSTB) (1 Trustee + 1 Alternate)				A			X	
4.	ELECTED COMMITTEE MEMBERS AT ANNUAL MEETING								
	Coordinating Committee (Chair, Vice Chair + 1 elected Trustee + 1 Alternate)								

* A = Alternate C = Chair VC = Vice Chair

November 2014

LAKEHEAD PUBLIC SCHOOLS
OFFICE OF THE DIRECTOR OF EDUCATION

2014 DEC 02
Report No. 001-15

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

RE: DIRECTOR'S ANNUAL REPORT 2013-2014

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 2013-2014.

Respectfully submitted,

IAN MacRAE
Director of Education